

## Questionnaire manual: Import price

Questionnaire code: 10642021

Submitted in: by 6th date after the end of the reference month

Periodicity: Monthly

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Statistics Estonia guarantees the full protection of data submitted.

Please make sure that you enter data in the correct cell. If you enter alphabetical characters in a number field, a corresponding error message is displayed. In the case of some fields, logic (arithmetic) checks have been applied to prevent data entry mistakes. If there is a conflict in the entered data or they conflict with pre-filled data, an error message appears when the table is checked. In the case of errors, review the data carefully and make corrections.

After correcting the data, save changes and check the questionnaire again. If there are no more mistakes, confirm and submit the data by clicking "Confirm" on the last page of the questionnaire. You will be displayed a message that the data have been submitted successfully.

### DATA COLLECTED WITH THE QUESTIONNAIRE

**Table 1. IMPORT PRICE**

If you use a CSV or Excel-file from January to enter the data, remove row "Trading area" from this starting from February.

To enter the data, click Add table row. If the data has been entered in the window, click Add row to the table row; to close the page, click Close. To change an already entered and saved row, click on the corresponding row number in the first column – a data correction window opens.

| Row code/<br>column code | Name of variable<br>* - mandatory               | Code of variable | Explanation   | Type of data (number of decimals) or list/<br>classification name      | You need not fill in the value: period, economic activity |
|--------------------------|---|------------------|---|--|---|
| 1 / 1                    | Commodity code                                  | PI_XM_01         | Commodity code, CN – an eight-digit commodity code according to the Combined Nomenclature (CN) in force in the reference year, available on the website of Statistics Estonia in section Submit data / Classifications / List of classifications.   | Kombineeritud nomenklatuur 2020 (iseseletav)                           |   |
| 1 / 2                    | Product name                                    | PI_PXM_02        | Product name – products are selected (in collaboration with Statistics Estonia) from those with a significant share in the enterprise's imports, which are, presumably, imported regularly. Product name is indicated in the questionnaire and such precise description of the product is provided (model, type, article, etc.) that it would be possible to unmistakably identify it. If the product is no longer imported or it has lost its representativeness in the enterprise's imports, it is replaced with as identical a product as possible (e.g. with the same CN code) and the reason for the replacement is given in the remark field. | Text   |   |
| 1 / 3                    | Product description                             | PI_PXM_03        | Product description – such precise description of the product is provided (model, type, article, etc.) that it would be possible to unmistakably identify it.   | Text   |   |
| 1 / 4                    | Remark  | PI_PXM_04        |   | Text   |   |
| 1 / 5                    | Unit of measurement                             | PI_PXM_05        | Unit of measurement – the most important unit of measurement used for the observed product (e.g. tonne, pcs, m <sup>3</sup> , hour, etc.).  | Text   |   |
| 1 / 6                    | Country (invoice issuer) in the reference month | PI_M_06          | Country (invoice issuer) in the reference month – the country is selected from those with a significant share in the enterprise's imports. Countries have been classified according to the International Standard Codes for the Representation of the Names of Countries. Imports from the eurozone and non-eurozone countries are indicated separately. Eurozone countries are Austria, Belgium, Cyprus, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Portugal, Slovakia, Slovenia, Spain.   | Riikide ja territooriumide klassifikaator 2021 2T koos euroalaga ilmaE |   |
| 1 / 7                    | Trading area                                    | PI_PXM_07        | Trading area – eurozone or non-eurozone.  | kauplemisspiirkond   |   |

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|       |                                   |           |  |                            |  |
|-------|-----------------------------------|-----------|--|----------------------------|--|
| 1 / 8 | Unit price in the reference month | PI_PXM_08 | Unit price in the reference month, in euros, at cent level – product price on invoices issued on the 15th day of the reference month or on the following working day or, if approved by Statistics Estonia, the average monthly price. When converting to euros, the average exchange rate of the reference month or the exchange rate of the day preceding the reference month is used. | Positive real number (0,4) |  |
| 1 / 9 | Unit price in the previous month  | PI_PXM_09 | Unit price in the previous month – product price on invoices issued on the 15th day of the reference month or on the following working day or, if approved by Statistics Estonia, the average monthly price. If a product was replaced, the price of the new product in the previous month is added. The price indicated in the previous month is corrected if necessary.                | Positive real number (0,4) |  |

**Table 2. TIME SPENT ON FILLING OUT THE QUESTIONNAIRE (only for April)**

The table need not be filled in period(s) **2021-01, 2021-02, 2021-03, 2021-05, 2021-06, 2021-07, 2021-08, 2021-09, 2021-10, 2021-11, 2021-12.**

Please estimate how much time you spent on filling out the questionnaire (incl. time spent on reading the instructions, collecting and preparing data). Record the total time spent by all employees.

| Row code/<br>column code | Name of variable<br>* - mandatory   | Code of variable           | Explanation  | Type of data<br>(number of decimals) or list/<br>classification name | You need not fill in the value:<br>period, economic activity |
|--------------------------|---|----------------------------|--|--|--|
| 1 / 1                    | Number of hours spent on completing the questionnaire and collecting and preparing the necessary data   | TAITMIS<br>EAEGTU<br>NDI   | Number of hours spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing the necessary data.                 | Positive integer   |  |
| 2 / 1                    | Number of minutes spent on completing the questionnaire and collecting and preparing the necessary data | TAITMIS<br>EAEGMI<br>NUTIT | Number of minutes spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing data. Permitted value range 0–59. | Positive integer   |  |