Questionnaire manual: Financial statistics on foreign affiliates

Questionnaire code: 14682022   Submitted in: 01.12.2022, data about 2021

Periodicity: Annual

Statistics Estonia guarantees the full protection of data submitted.

eSTAT (https://estat.stat.ee/) is for data submission.

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. If you have any questions, please contact Statistics Estonia's customer service either by phone at +372 625 9300 (Mon–Thu 8:30–16:30, Fri 8:30–15:30) or by e-mail at klienditugi@stat.ee.

DATA COLLECTED WITH THE QUESTIONNAIRE

Table DATA SHOULD BE SUBMITTED ON ENTERPRISE GROUP'S ALL FOREIGN AFFILIATES OUTSIDE THE EU – both directly controlled affiliates as well as their affiliates (incl. the affiliates of affiliates, etc.)

Prefilled are only the questionnaires with status "Not started" or "Cancelled".The prefilled fields are: Registry code of the affiliate, Name of the affiliate, Affiliate's country of location and Percentage of participation held by parent enterprise in the affiliate.Please specify the prefilled fields, where necessary.To amend the already entered and saved data, click on the respective row number in the first column – a pop-up window for amending the data will open.In case you submit the questionnaire for the first time, click on "Add table row". A pop-up window for amending the data will open.

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You neet not fill in the value: period, economic activity
1 / 1	Registry code of the affiliate *	OFATS_2	Registry code of the foreign affiliate	Text	
1 / 2	Name of the affiliate *	OFATS_3	Name of the foreign affiliate.	Text	
1 / 3	Country of location of the foreign affiliate *	OFATS_4	Two-letter code of the foreign affiliate's country of location based on ISO 3166.	RTK2022_2 T_va_EL_2 10L	
1 / 4	Principal activity of the affiliate *	OFATS_5	Principal activity of the foreign affiliate according to the Statistical Classification of Economic Activities.	emtak_osad _va_O_T_U 90L	
1 / 5	Percentage of participation held by parent enterprise in the affiliate *	OFATS_6	Percentage of voting rights the parent enterprise (or entity with direct control) has in the foreign affiliate on the last day of the reference month. For example, if an Estonian enterprise owns 75% of an enterprise located in Ukraine and the enterprise in Ukraine owns 80% of an enterprise located in Russia, then write 80. For branches write 100.	Positive real number (0,1)	
1 / 6	Turnover *	ENT_C_010	Turnover of foreign affiliate - revenue received or to be received from sales of all products, goods and services which have been manufactured or provided as part of the principal or ancillary activity; from sales of goods and services purchased for resale in the same condition as received; turnover does not include VAT and excises and is calculated on a accrual basis accounting. Turnover also includes charges for packaging, commissions, agency fees and rents. Turnover does not include: income from selling fixed assets, other business income, financial income, extraordinary income, subsidies received from national or local budgets, or from the institutions of the European Union, revenue collected on behalf of third parties (contracts of commission and agency contracts)	Positive integer	
1 / 7	Annual average number of	ENT_B_020	Annual average number of employees in foreign affiliate – persons who have a contract (employment contract/ contract	Positive integer	

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	number of employees *	020	persons who have a contract (employment contract/ contract for services) to carry out work for an employer and receive compensation in the form of wages, salaries, fees, gratuities, piecework pay or remuneration in kind: owners on the payroll; full and part-time employees; trainees (apprentices); seasonal workers and homeworkers; unemployed persons engaged under a contract between an undertaking and employment placement agency; persons temporarily absent from work (on sick leave, paid leave, study leave, on strike, etc.). Not included among employees are long-term absent employees (on maternity leave, in military service etc.), manpower supplied by other enterprises fulfilling orders of that unit (are paid by that unit) or unpaid volunteers.	integer	
1 / 8	Date of acquisition or commencement of operation of the affiliate	OFATS_7	Date of acquisition or commencement of operation of the foreign affiliate. Mandatory field for new affiliates.	Date	
1 / 9	Date of selling or cessation of the affiliate	OFATS_8	Date of selling part or all of the foreign affiliate or cessation of its operation	Date	

Table 2. TIME SPENT ON FILLING OUT THE QUESTIONNAIRE (incl. for preparing the data)

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/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You neet not fill in the value: period, economic activity
/	Number of hours spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGTU 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	
/	Number of minutes spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGMI 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	

Table Y1. Assessment on a scale of 1 to 5

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You neet not fill in the value: period, economic activity
/	Wording of questions	TAGASIS_2		rahulolu_nu mbriline_5_ kuni_1_9L	
/	Wording of error messages or controls of questions	TAGASIS_3		rahulolu_nu mbriline_5_ kuni_1_9L	
/	Explanatory texts (appearing when the mouse cursor hovers over them) of the questionnaire	TAGASIS_7		rahulolu_nu mbriline_5_ kuni_1_9L	
/	Pre-filling of the	TAGASI		rahulolu_nu	

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/	Pre-filling of the questionnaire	TAGASIS_8		rahulolu_numbriline_5_kuni_1_9L	
/	User-friendliness of eSTAT	TAGASIS_9		rahulolu_numbriline_5_kuni_1_9L	

Table Y2. Overall assessment on the questionnaire

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You neet not fill in the value: period, economic activity
/	Overall assessment on the ease of completing the questionnaire	TAGASISY_1		rahulolu_vaga_lihtne_vaga_keeruline_5L	

Table Y3. Suggestions and comments (200 characters max)

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You neet not fill in the value: period, economic activity
/	Suggestions and comments	TAGASIS_TESST		Text	