

Survey of Enterprises Engaged in Postal and Courier Activities

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2. Metadata update	
2.1. Metadata last certified	June 11, 2025
2.2. Metadata last posted	June 11, 2025
2.3. Metadata last update	June 11, 2025

3. Statistical presentation	
3.1. Data description	
<p>The following indicators are published on country level according to the statistical survey of enterprises engaged in postal and courier activities:</p> <ol style="list-style-type: none"> 1. Income of enterprises involved in postal and courier activities; 2. Number of items carried/transferred by enterprises involved in postal and courier activities; 3. Average annual number of employees (of which, postmen and couriers indicated separately). <p>Data regarding the income and the items carried/transferred is published on aggregated level and with following disaggregation:</p> <ul style="list-style-type: none"> • Written correspondence, Parcel; • Local, International. 	
3.2. Classification system	
The National Classification of Economic Activities (NACE Rev. 2).	
3.3. Sector coverage	
Survey involves only enterprises that are engaged in postal and courier activities (food home delivery services are excluded).	
3.4. Statistical concepts and definitions	
<p>Enterprise – The economic unit (individual/physical or legal entity) that produces goods or provides services, independently makes economic decisions regarding distribution of their resources (holds a definite degree of freedom in making decision), and carries out one or more economic activities on one or more locations.</p> <p>Active enterprise – All non-financial corporations that were active (income from the sale of goods and services is accrued during the year and/or remuneration is accrued to employees) during the reporting period.</p> <p>Incomes – Income received from sales of services of enterprises engaged in postal and courier activities (excluding VAT and excise tax).</p> <p>Number of employed persons – Average annual number of employees (employed, employed founders and family members employed in the family enterprise) in the enterprises.</p> <p>Number of postal and courier items – Number of postal and courier items (written correspondence, parcel, EMS, and AVIA message) delivered.</p> <p>Written correspondence – Number of written correspondences (postcard, letter, hybrid letter, small package, and M bag) delivered.</p>	

Parcels – Number of any items (goods) weighing less than 30 kg delivered locally or internationally.
Local – Item sent and delivered within the country.
International – Item sent from or/and received in other country.
3.5. Statistical unit
Enterprise.
3.6. Statistical population
All active enterprises whose economic activities are related to divisions 53 (postal and courier activities) of the National Classification of Economic Activities (NACE Rev. 2).
3.7. Reference area
The entire territory of Georgia, except for the occupied regions.
3.8. Time coverage
From 2016.
3.9. Base period
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4. Unit of measure
Thousand GEL, mln. GEL, person, thousand kilograms, thousand units.
5. Reference period
Year.
6. Institutional mandate
6.1. Legal acts and other agreements
The Law of Georgia on Official Statistics; https://www.geostat.ge/media/56202/The-Law-of-Georgia-on-Official-Statistics.pdf Statistical Work Programme (annual); https://www.geostat.ge/en/modules/categories/307/statistical-work-programme Charter of the National Statistics Office of Georgia. https://www.geostat.ge/media/67749/New-Chapter-eng-upd.pdf
6.2. Data sharing
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7. Confidentiality
7.1. Confidentiality – policy
1. The Law of Georgia on Official Statistics: <ul style="list-style-type: none"> • According to the article 5 of the law Statistical confidentiality and exclusive use for statistical purposes – individual data collected or received by the producer of official statistics, relating to natural or legal persons, must be strictly confidential and used only for statistical purposes. • According to the article 34 (Observing Confidentiality of Statistical Data) of the law 1. Data collected, processed, and stored to produce official statistics are confidential if they enable the direct or indirect identification of a statistical unit. In addition, aggregated data are subject to statistical confidentiality: a) Aggregates composed of 1 to 3 units, when the unit is a natural or legal person if one of these units could be identified indirectly, thereby disclosing individual data about this unit. Aggregates composed of more than 3 units may be declared confidential by the Executive Director if required to ensure statistical confidentiality; b) Information declares as a state secret on the basis of the „Law of Georgia on State Secrets“. 2. Confidential data shall be used exclusively for the purposes of producing statistics in accordance with this law. 3. Statistical data about the administrative body cannot be considered confidential information, except for the information determined by the Law of Georgia „On State Secrets“. 4. Individual data obtained from publicly available sources, which are defined as public information in accordance with the legislation of Georgia, shall not be considered confidential information. 5. Confidential (individual) data may be published if there is written consent from the statistical unit regarding the publication of such data. 6. It is not allowed to disseminate and distribute confidential data or use it for non-statistical purposes. • According to the article 38 (Confidentiality commitments) of the law the confidential statistical data collected

and processed for statistical purposes shall not be used or disseminated either for personal, academic, research or any other activities, by the employees of the producers of Official Statistics.

<https://www.geostat.ge/media/56202/The-Law-of-Georgia-on-Official-Statistics.pdf>

2. Data Confidentiality Policy at Geostat

https://www.geostat.ge/media/20860/Data-Confidentiality-Policy-at-Geostat_En.pdf

3. Procedure for providing access to confidential data for research purposes

<https://www.geostat.ge/media/61533/Rule-on-Access-to-Confidential-Data-for-Scientific-and-Research-Purposes....pdf>

4. The Law of Georgia on Personal Data Protection

<https://matsne.gov.ge/en/document/view/1561437?publication=9>

7.2. Confidentiality – data treatment

- Confidentiality guidelines.
- Written undertakings by an employee of Geostat on ensuring confidentiality of gained/collected data as a result of official duties.

8. Release policy

8.1. Release calendar

Data dissemination dates are defined by the calendar developed on the basis of the Statistical Work Programme, which is published on the website of Geostat and is publicly available.

8.2. Release calendar access

<https://www.geostat.ge/en/calendar>

8.3. User access

All users have the equal access to the statistical data simultaneously.

9. Frequency of dissemination

Annual.

10. Accessibility and clarity

10.1. News release

Available at Geostat website:

<https://www.geostat.ge/en/news?year=&month=&category=19>

10.2. Publications

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10.3. On-line database

Data available at Geostat website:

<https://www.geostat.ge/en/modules/categories/414/survey-of-postal-and-courier-activities-of-enterprises-2016-year-results2558>

10.4. Micro-data access

Microdata is available upon request according to the „Rules on Access to Confidential Data for Scientific and Research Purposes“:

<https://www.geostat.ge/media/61533/Rule-on-Access-to-Confidential-Data-for-Scientific-and-Research-Purposes....pdf>

10.5. Other

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10.6. Documentation on methodology

Documentation of methodology is presented on the website of Geostat:

<https://www.geostat.ge/en/modules/categories/121/methodologia-business-statistics>

10.7. Quality documentation

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11. Quality management

11.1. Quality assurance

To ensure the quality of the statistical processes and products Geostat follows Chapter 10 – Quality of official statistics – of the Law of Georgia on Official Statistics, as well as the European Statistics Code of Practice, the UN Fundamental

Principles of Official Statistics and Quality Assurance Framework of the European Statistical System (ESS QAF).
11.2. Quality assessment
Methodology and Quality Management Division of Geostat, along with the sectoral departments, is responsible for the quality of the produced statistical products and processes. The Division carries out quality audit, self-assessment of statistical processes and assesses the risks for the quality of statistical processes and products. Geostat has developed policy documents, guidelines and standard routine descriptions. These documents ensure the standardization of statistical processes and products and the establishment of a unified quality assurance system. Quality policy is available on the following link: https://www.geostat.ge/media/44380/QP_Geostat_EN.pdf
12. Relevance
12.1. User needs
The main stakeholders are: business sector representatives, researchers and students, international organizations, state institutions, media, etc. Named stakeholders need these data to carry out different types of statistical analysis, to plan a marketing strategies or to evaluate and study the economic situation.
12.2. User satisfaction
In 2023 user satisfaction survey was conducted, the target of the survey was to analyze the assessment of quality of statistical data by users and explore ways to improve user services. The survey report is available on the website of Geostat: https://www.geostat.ge/en/page/customer-service
12.3. Completeness
Data covers major statistical indicators.
13. Accuracy and reliability
13.1. Overall accuracy
Data meets quality requirements. The processed data is compared to the relevant data of the last period. In some cases, data is verified using administrative data sources, or with the representatives of the enterprises.
13.2. Sampling error
The survey is conducted with total enumeration.
13.3. Non-sampling error
Following types of non-sampling errors might be present in the quarterly Statistical Survey of Enterprises: data entry errors, errors in data processing.
14. Timeliness and punctuality
14.1. Timeliness
The survey results are published on October 21.
14.2. Punctuality
The data is published according to the date specified in the statistical work program. There has not been any violation of publication dates.
15. Coherence and comparability
15.1. Comparability – geographical
Same methodology and approaches have been used across the different regions of the country.
15.2. Comparability – over time
The data are comparable over time.
15.3. Coherence – cross domain
The data are coherent.
15.4. Coherence – internal
The data are coherent.
16. Cost and burden
The data are received and processed within the framework of the Geostat budget. Separate funding is not provided.

17. Data revision
17.1. Data revision – policy
Statistical data revision policy is available on the website of Geostat: https://www.geostat.ge/media/59824/Data-Revision-Policy-and-Error_Correction-at-Geostat_Eng.pdf
17.2. Data revision – practice
There is no planned revision of the data. Unplanned revision (in order to specify the data) has not taken place in practice.
18. Statistical processing
18.1. Source data
Online questionnaires completed by the respondents.
18.2. Frequency of data collection
Annual.
18.3. Data collection
Data is collected through online questionnaires.
18.4. Data validation
Primary data validation is done through software-based arithmetic and logical controls built-in into the database. Secondary control is carried out by the field staff (interviewers) and the staff of Service Statistics Division.
18.5. Data compilation
Editing and imputation is used to compile data.
18.6. Adjustment
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19. Comment
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