

**IPA 2009 National Programme for Albania**  
**Project Fiche N°6**  
Population and Housing Census, Albania 2011

**1. Basic information**

- 1.1 CRIS Number: 2009/021-642
- 1.2 Title: Population and Housing Census, Albania 2011
- 1.3 ELARG Statistical code: 01.18
- 1.4 Location: ALBANIA

**Implementing arrangements:**

- 1.5 Contracting Authority (EC): Delegation of the European Commission to Albania.
- 1.6 Implementing Agency: Delegation of the European Commission to Albania.
- 1.7 Beneficiary (including details of project manager):

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**Financing:**

- 1.8 Overall cost (VAT excluded)<sup>1</sup>: EUR 17.622 million
- 1.9 EC contribution: EUR 8.000 million.
- 1.10 Final date for contracting:  
Two years following the date of the conclusion of the Financing Agreement.
- 1.11 Final date for execution of contracts:  
Two years following the end date of the contracting. These dates apply also to national cofinancing.
- 1.12 Final date for disbursements:  
One year following the end date for the execution of contracts.

**2. Overall Objective and Project Purpose**

**2.1 Overall Objective:**

The overall objective of the project is to contribute to the strengthening of Albanian statistical system with the implementation of a Population and Housing Census that will be used as a basis for decision-making by public authorities and private agents, as well as a fundamental infrastructure for the statistical system.

**2.2 Project purpose:**

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<sup>1</sup> The total cost of the project should be net of VAT and/or other taxes. Should this not be the case, the amount of VAT and the reasons why it should be considered eligible should be clearly indicated (see Section 7.6)

To support INSTAT in:

- Preparing the Population and Housing Census according to European and International Standards and recommendations;
- Carrying out the general enumeration;
- Increasing its capacity in the processing, analysis and dissemination of the Census data.

### **2.3 Link with AP/NPAA / EP/ SAA**

According to the European Commission recommendations established in the European Partnership Document and the obligations coming from the SAA, the middle - term priorities (2008-2009) for Albania in the area of statistics are:

- The development of social and business statistics, including the labour market statistics and progress in the implementation of all European classifications, including the classification of statistical regions.
- INSTAT, within 5 years from the entry into force of the SAA, should be able to submit to the European Commission its GDP per capita figures harmonised at NUTS II level according to the article 38 of the Bilateral Agreement.
- Assure the raise of a stable and effective statistical system able to offer objective and accurate data necessary for planning and monitoring the transition and the reforms process in Albania as well as the progress in the implementation of SAA as well.
- The Statistical Collaboration should make possible for INSTAT to better meet the needs of national customers both (public administration and private sector). The Statistical System should respect the fundamental principles issued by the United Nations and the stipulations of the European Statistical Law and develop towards the Community Acquis.

The statistical activities to be carried out in order to implement the abovementioned priorities are the following:

- General registration of all economic agricultural units, in order to create a Farm Register to be used as sampling frame for agriculture surveys.
- The Labour Force Survey (LFS) for the improvement of the labour indicators.
- A trimester survey nearby the borderlines and hotel enterprises for the tourism indicators. The approximation of legislation shall be carried out over the middle-term period in the area of statistics focusing mostly on the social and regional statistics and on the continuity of the activities for the economic statistics. Here, the implementation activities planned to be undertaken are:
  - The implementation of NACE II according to the Regulation 31990R3037
  - Field work, data possessing of LFS
  - LFS publication
  - Household budget survey
  - Improvement of methodology for collecting statistics in accordance with the Council Regulation no.31995L0064
  - Improvement of water, merchandise and passengers statistics in accordance with the Council Regulation no.31998D0385
  - Publication of statistical data on water transportation in accordance with the Council Regulation no.32001D0423
  - Implementation of CPA 32001D0423 revised in accordance with the Council Regulation no.31993R3696

- Improvement of tourism trimester statistics (ATN) in accordance with the Council Regulation no.31995L0057
- Design of survey methodology in borderlines in accordance with the Council Regulation no.31999D0035

For the implementation of the Acquis in these areas, INSTAT will also be supported by the technical assistance of CARDS 2005, CARDS 2006 and Regional CARDS 2003 programmes.

Those middle-term activities to be undertaken in the framework of the reporting of GDP at NUTS II level are:

- Annual Survey of New Enterprises (SNE) and Structural Enterprises Survey (SES).
- Improvement and updating of the Statistical register.
- Improvement of indicators for sub-sectors S.123 and S.124 and of other financial intermediaries and of the general agriculture Census. Input/Output analysis at current prices should be undertaken building up assessment supply and use tables and implementing the constant prices methodology.
- Based on the prepared methodology for the assessment method of the income account, the calculation of GDP should be piloted based on the revenues method starting from the wage assessment and other elements as well.
- A statistical survey on the economic agricultural units prices

## **2.4 Link with MIPD**

This project is in line with the Multi-annual Indicative Planning Document (MIPD) 2009-2011 for Albania, section 3.3 Ability to assume the obligations of Membership and approximation to European Standards:

### **3.3.7 Statistics**

#### *Objectives*

Harmonise national statistical systems with the EU *acquis*

#### *Strategic choices*

Reliable and comparable statistics are indispensable for managing the association processes with the candidate and potential candidate countries and territories. This concerns in particular key statistics in the Beneficiaries concerning population, foreign trade, prices, national accounts, agriculture and rural development, industry, migration, ethnic minorities, environment and labour market. In addition, assistance to the statistical sector will facilitate the improvement of data collection by the respective National Statistical Institutes, approximation with the EU *acquis* in various statistical areas (external trade, purchasing power parities, migration, business, etc.), increase confidence in official statistics and raise the public profile of the National Statistics Institutes as part of institution building.

The impact of actions in this area is reinforced when they are based on common approaches across the Beneficiaries and when harmonised with approaches taken in the EU Member States. In addition, the implementation of these activities through established centralised structures achieves economies of scale. The implementation of the activities under the Multi-beneficiary statistical cooperation programme is fully compatible with the national development plans concerning the statistical system where these are in place. This Multi-beneficiary statistical cooperation programme is designed in parallel with the complementary country-specific support for statistics provided by the national IPA programmes. The Multi-beneficiary statistical cooperation programme ensures coordination among Beneficiaries and is the instrument for ensuring the transfer of knowledge, the respect of common standards and

the production of comparable statistics. In parallel, the national IPA programmes cover country-specific actions and the implementation of major statistics at national level. Both programmes are necessary to help achieve the objectives set out in the national development plans.

#### *Expected results*

Greater competence and awareness among Beneficiaries' officials on how to implement EU *acquis*; Improved quality of statistical data.

### **2.5 Link with National Development Plan**

This project is consistent with the 5-year Official Statistics Programme 2007-2011 of Albania.

### **2.6 Link with national/ sectoral investment plans(where applicable)**

N/A

## **3. Description of project**

### **3.1 Background and justification:**

The last population and housing Census of Albania was conducted in April 2001. Since then, the political, economic and social conditions in the country have changed, due to the socio-economic development process in Albania. The demand for reliable and sustainable data at the size, structure and spatial population distribution, especially on the local and regional level, is in continuous increase. The continuous migration movement of the population from rural to urban zones, and from Albania to third countries has a great impact on the accuracy of the statistical data.

In the context of the preparation of the Census 2011, the Albanian Government is responsible for adopting the Census law and to appoint the Central Census Commission. INSTAT is the juridical institution which conducts the Census operation and the focal point for establishing the national statistical information, as well as for coordinating related activities.

The Census Law has been adopted by the Parliament in February 2009. A legal base to start the implementation of the Census Programme is the 5 year Official Statistics Program 2007-2011, approved by the Albanian Parliament's decision no. 153, dt. 31.01.2008, and the decision of Albania's Government No. 463, dt. 05.07.2006 "On the approval of the National Programme for the implementation of SAA", point 3.1 (long term activities).

INSTAT has set up a Census Working Group composed by the following 4 units, with the following competences and responsibilities:

1. Methodology Unit (three experts)
2. Cartography Unit (three experts)
3. IT Unit (three experts)
4. Administrative Unit (composed itself of four sub-groups dealing with law, human resources, financial, logistics and marketing).

The implementation of the Census in Albania involves several activities and actors. The entire process, from the preparation, to the launch and then to the completion of the Census, will last 4 years and will cost about EUR 17.622 million. The EC contribution, EUR 8.000 million will cover a part of these activities. The preparatory phase of the project has started in November 2008. The Census Working Group has drafted a master plan with a detailed list of activities, timelines, and budget.

INSTAT in cooperation with other donors and the Albanian Government will carry out all the activities which are not covered by IPA and which are foreseen to happen between 2008 and 2013. Because of the size and complexity of the whole Census organisation, the activities which will be co-financed by the Government will take place in a range of time that will be longer than the duration of IPA 2009 Financing Agreement.

### **3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact:**

The Population and Housing Census will have an impact on decision making with regard to economic, social and regional policies. The project is expected to improve the exhaustiveness and quality of statistical data in the country, which will enable the national authorities to better monitor activities in various sectors and to make more informed policy decisions.

In addition, the project is expected to equip INSTAT with coherent Frames of Population and Household. These, together with the auxiliary information gathered during the Census, could help INSTAT in realising future quality surveys. Through Census results, INSTAT will improve statistics on demography, poverty, labour, education, health, ethnic minorities, etc, and will provide all interested stakeholders with information on the distribution of these indicators.

Having good quality statistics plays a key role in the development of appropriate policies by the Government, and is also relevant to other stakeholders such as businesses, NGOs, academia etc. The increased scope and quality of statistics is of crucial importance for the European Union as well, as it will provide adequate statistical information to evaluate the progress in various areas and chapters. Furthermore, additional statistical indicators on the population and on the living conditions will help to identify areas for future assistance.

### **3.3 Results and measurable indicators:**

#### **3.3.1 Results**

1. Population and Housing Census successfully implemented, logistics activities successfully carried out, questionnaires printed and Census results published (Activity 1);
2. Enumerators, controllers and supervisors recruited and paid (Activity 2)
3. IT tools for Census implementation set up and functional (Activity 3)

#### **3.3.2 Measurable indicators**

- Census successfully conducted and results disseminated (Activity 1);
- Mission and technical reports prepared by international experts jointly with INSTAT staff (Activity 1);
- Number of local staff recruited and trained on the basis of needs defined by INSTAT (Activity 2);
- Technical specifications approved by INSTAT (Activity 3);
- Number of equipments acquired and delivered to INSTAT (Activity 3).

### 3.4 Activities:

#### **Activity 1: Technical Assistance**

##### Service Contract 1.1, EUR 1.798 million.

Support to INSTAT for the preparation and implementation of the Population and Housing Census 2011 and to process and disseminate Census results, including printing of questionnaires and publications of final results.

- Census management (long-term Census expert for technical advice and coordination);
- Methodological activities (long-term expert on Census methodology for support to preparation of Census questionnaires, manuals and training materials, organisation of a questionnaires test, a pilot Census and a Post Enumeration Survey and training);
- Logistics activities (short-term expert on Census logistics for support to the organisation of fieldwork operations, procurement, distribution of Census materials, coordination with regional offices and training);
- Cartography and GIS (long-term expert on Census geography and mapping for support to the preparation of Census geography, Census maps, GIS Census database, thematic mapping, and training);
- Data processing (long-term expert on Census data processing for support to the development of IT infrastructure and applications for data entry, data cleaning, dissemination, and training);
- Support for the preparation and implementation of a Census dissemination strategy, including a tabulation plan, in line with Eurostat and UNECE directives;
- Realisation of study visits to National Statistical Offices in European or neighbouring countries;
- Realisation of ad-hoc training activities in European or neighbouring countries;
- Preparation of technical of technical specifications for the equipment;
- Printing of questionnaires for the Census;
- Printing the publications of final results.

#### **Activity 2 – Census implementation and field work**

##### Contract 2.1, EUR 5.772 million: Direct Grant to INSTAT.

Recruitment and payment of enumerators, controllers and supervisors for fieldwork operations.

- Preparation of ToR for enumerators, controllers, supervisors;
- Recruitment, in collaboration with Local Authorities, of the local staff;
- Coordination and supervision of Local staff activities on site;
- Payment of the recruited local staff.

Service Contract 2.2, EUR 1.086 million: contracted and implemented by INSTAT, covering fieldwork (enumerators, controllers and supervisors).

Service Contract 2.3, EUR 8.323 million: contracted and implemented by INSTAT, covering fieldwork and Census implementation.

Some of these activities have started in 2009 and will continue till 2013. They include the preparation phase of the Census, its implementation as well as the dissemination of results.

### **Activity 3 - Supply**

Supply Contract 3.1, EUR 0.430 million.

Acquisition of IT equipment: Hardware and software.

- Provision of equipments;
- Procure Data Capture, Data Processing, Database Management and Data Analysis Software(s);
- Procure Computer Hardware and Peripherals;
- Procure Computer Consumables;
- Maintain Equipment and Site.

Supply Contract, 3.2, EUR 0.214 million: contracted and implemented by INSTAT, covering the acquisition of IT equipment.

### **3.5 Conditionality and sequencing:**

The 2009 year is the initial phase of the project of Population and Housing Census 2011. As a pre-condition to the start of project implementation, INSTAT will have implemented activities to achieve the following results during 2009 and September 2010, in line with the Census Project Document timeline:

- approval of the law on the Central Census Management Team;
- accommodation of Census Working Group at separate offices and acquisition of needed furniture and equipment for the Census 2011;
- conduction of user-producer dialog and designing of draft questionnaires;
- pre-test Census activities;
- cartographic & GIS activities, trainings & study visits.

The implementation of these activities will be financed by international and bilateral donors and by the Albanian Government, which guarantee the necessary State Budget funds and the adequate staffing of INSTAT to carry on activities.

Progress in the Census preparatory activities will be closely followed-up and monitored. The timeline of the Census is given in the Project Document submitted by INSTAT in December 2008.

The relevant line Ministries will have to cooperate with INSTAT on the effective allocation of tasks for the Census Central Commission and Census Working Group from INSTAT and line Ministries, which is needed for the preparation of Census and post Census activities.

### **3.6 Linked activities**

A project under IPA 2007 multi beneficiary programme is under implementation and will upgrade and strengthen the statistical systems in Balkans, thereby improving the availability, quality, comparability and timeliness of statistical data to be achieved through implementation

of the seven sectoral pilot projects, including the preparation of the population and housing Censuses 2011.

Within IPA 2008 multi beneficiary programme, a horizontal project will continue the work carried out under IPA 2007 multi-beneficiary statistical cooperation programme in order to achieve full comparability of the key data. Areas concerned are macro-economic statistics, price statistics, external trade statistics, agricultural statistics, demographic and social statistics and business statistics. This programme will continue to reinforce the regional integration and cooperation among statistical systems of the beneficiary countries.

Both IPA 2007 and IPA 2008 multi beneficiary programmes are designed to be complementary to country-specific support for statistics provided by the national IPA programmes to help achieve the objectives set out in the national developments plans.

The World Bank has sponsored a Living Standards Measurement Survey plus a Household Budget Survey.

UNFPA has expressed willingness to contribute to the preparation of the 2011 population and housing Census mainly in the field of cartography and GIS. INSTAT is investigating potential Institutional cooperation with other programmes in the country dealing with mapping activities. These are:

- “Modernisation of the Civil Registration and Address systems in the Republic of Albania”, a technical assistance project funded by the European Union, the United States and the OSCE. The Project, which started in February 2007 and will continue until the end of 2009, contains a component to create a comprehensive and reliable administrative address system.
- “Land Administration and Management Project (LAMP), a World Bank project aimed at to facilitate the development of an efficient land and property markets through enhancing tenure security and improving land administration and management services. It includes a component on management of urban and peri-urban areas through the use of digital mapping and GIS tools.

The Swiss Agency for Development and Cooperation (SDC) is supporting the development of a statistical system in Albania through their partners: Swiss Federal Statistical Office (SFSO) and Institute of Albanian Statistics (INSTAT). The efforts to streamline it into the national policies are being concretised i.e. through project implementation with the mentioned partners. The project aims at improving the performance and sustainability of the Albanian statistical system.

The project implementation has a multidimensional aspect starting from a better quality and comparability of social and demographic indicators to an improved human capital, management capacities and production which eventually lead to an increased relevance and better use of statistical data for development policies. The new project for the period 2007-2010 builds on the assets and experiences of the earlier Swiss-Albanian cooperation. The project expands on the other hand from the decennial Census into the field of current statistics in demography, health and education, which have not yet been subject to major reforms. The creation of synergies with other (ongoing and coming) technical assistance activities is an integral part of the project.

Other projects in support of statistics and INSTAT are the following: These are:



- Support to statistics in Albania – National project on statistics financed by Sida, running till December 2009, and focusing on improving the capacity at INSTAT regarding business statistics, price statistics, integrated statistical information system, survey methodology, metadata repository, and technical and policy updates through participation in EUROSTAT and other international meetings related to production of statistics. The project will enter a new phase in January 2010, in order to consolidate and even expand the support to economic statistics, IT system and introduce support to the general Census. The funding for the new project is planned to accommodate for a tangible contribution to the Census.
- Business statistics - The purpose of this sub-project is to develop a common frame for all business statistics. Furthermore, efficient and regularly produced business statistics should be developed that are in line with domestic and international demands, in particular EU requirements.
- Regional statistical project -envisaged by Sida and implemented as the above one from SCB (Statistics Sweden) has started its current phase in 2008. Albania is on its own choice benefiting on the Time Use Survey, and Data collection advanced techniques. Those two projects are fruitful for conducting new survey in regional level and improving the data collection procedure from individuals and enterprises. INSTAT is benefiting in cooperation with other national statistical offices from the Western Balkans.
- EC IPA 2007 - National Programme is in the process to be launched and the following activities will be covered:
  - Building the national accounts system;
  - Preparation and implementation of Census of agriculture;
  - Preparation and implementation of Census of economic non agriculture enterprises and economic agriculture enterprises.
- CARDS 2005 support to regional statistics project, providing Technical assistance to INSTAT and development of the regional statistic units has been recently completed and a new phase, funded by CARDS 2006, is expected to start in 2009.

### **3.7 Lessons learned**

The 2001 Population and Housing Census in Albania provided experience and lessons learned that can be resumed in the following conclusions.

The 2001 population and Housing Census requested time to be prepared, huge efforts and full engagement of all parts, implementers, supporters and actors as well as a full cooperation between them in order to achieve complete coverage, accuracy and dissemination of the results in the shortest possible time.

This means that the process of the enumeration must be preceded by a well organised, detailed and realistic schedule of all the phases, identifying the time needed as well as the human and material resources required. The implementation phase must be followed by an intensive work to meet all the deadlines set for every activity; and the cooperation plan must be taken in consideration as a question of priority to ensure the success of the process.

The new 2011 Population and Housing Census data must be comparable with all other Censuses implemented in the neighbourhood countries as well as to ensure the continuity of the previous Census 2001. For this, it would be suitable to follow the international

recommendations adopted by the United Nations Statistical Commission and by European Union as far as concerned with the concepts, definitions and methodologies but keeping in consideration the specific of the country.

The questionnaires should not be unduly burdensome but in the meantime all the important characteristics, including the ethnic origin, must find room and be collected through easy and understandable questions. A well prepared training program at all levels and adequate related materials would also be one of the key factors to facilitate and ensure the success of the process.

In order to achieve the objectives and to extend the knowledge and capacity of the national Census staff, international consultants are needed to assist the process providing experience and useful guidance. But, it is also known that adequate national expertise exist in the country from the previous Census and capacity built overall in statistical issues and survey operations, current experiences in the application of new technologies and techniques, management, evaluation and monitoring process.

The use of these capacities, the further training and their active participation joint with the current international expertise in the framework of the new Census would mark a relevant improvement in the human resources and a guarantee not only for the success of this Census but also for the future.

The data provided from the Census are considered as the most important and complete source in terms of monitoring and implementation of strategies for the Albanian Government taking also in consideration the responsibility for a high quality in coverage and content, timeliness of the dissemination of the results as well as in-depth analyses of data.

#### 4. Indicative Budget (amounts in EUR million)

			SOURCES OF FUNDING									
			TOTAL EXP.RE		IPA COMMUNITY CONTRIBUTION		NATIONAL CONTRIBUTION					PRIVATE CONTRIBUTION
ACTIVITIES	IB (1)	INV (1)	EUR (a)=(b)+(c)+(d)	EUR (b)	% (2)	Total EUR (c)=(x)+(y)+(z)	% (2)	Central EUR (x)	Regional/Local EUR (y)	IFIs EUR (z)	EUR (d)	% (2)
<b>Activity 1</b>												
<b>Service contract 1.1</b> Technical Assistance	X		1.798	1.798	10.20							
<b>Activity 2</b>												
<b>Direct grant to INSTAT contract 2.1</b> Fieldwork (enumerators, controllers, supervisors)	X		15.180	5.772	32.75							-
<b>Service contract 2.2</b> Fieldwork (enumerators, controllers etc)	X					1.086	6.16					
<b>Service contract 2.3</b> Census implementation and fieldwork	X					8.323	47.23					
<b>Activity 3</b>												
<b>Supply contract 3.1</b> Equipment		X	0.644	0.430	2.44							-
<b>Supply contract 3.2</b> Equipment		X				0.214	1.22					
<b>TOTAL IB</b>			16.978	7.570	42.96	9.409	53.39					
<b>TOTAL INV</b>			0.644	0.430	2.44	0.214	1.22					
<b>TOTAL PROJECT</b>			<b>17.622</b>	<b>8.000</b>	<b>45.40</b>	<b>9.623</b>	<b>54.60</b>					

Amounts net of VAT

- (1) In the Activity row use "X" to identify whether IB or INV  
(2) Expressed in % of the Total Expenditure (column (a))

## 5. Indicative Implementation Schedule (periods broken down per quarter)

Contracts	Start of Tendering	Signature of contract	Project Completion
Contract 1.1.	1 <sup>st</sup> Quarter 2010	3 <sup>rd</sup> Quarter 2010	4 <sup>th</sup> Quarter 2013
Contract 2.1	1 <sup>st</sup> Quarter 2011	1 <sup>st</sup> Quarter 2011	4 <sup>th</sup> Quarter 2013
Contract 2.2*	1 <sup>st</sup> Quarter 2011	1 <sup>st</sup> Quarter 2011	4 <sup>th</sup> Quarter 2013
Contract 2.3*	1 <sup>st</sup> Quarter 2011	1 <sup>st</sup> Quarter 2011	4 <sup>th</sup> Quarter 2013
Contract 3.1	3 <sup>rd</sup> Quarter 2010	4 <sup>th</sup> Quarter 2010	1 <sup>st</sup> Quarter 2011
Contract 3.2*	3 <sup>rd</sup> Quarter 2010	4 <sup>th</sup> Quarter 2010	1 <sup>st</sup> Quarter 2011

\* To be contracted by the beneficiary

All projects should in principle be ready for tendering in the 1<sup>st</sup> Quarter following the signature of the FA.

## 6. Cross cutting issues

### 6.1 Equal Opportunity

INSTAT observes equal opportunity rules in its recruitment and human resources development policy.

## ANNEXES

- 1- Log frame in Standard Format
- 2- Amounts contracted and Disbursed per Quarter over the full duration of Programme
- 3- Description of Institutional Framework
- 4- Reference to laws, regulations and strategic documents:
- 5- Details per EU funded contract

## ANNEX I: Logical framework matrix in standard format

LOGFRAME PLANNING MATRIX FOR Project Fiche		Programme name and number	IPA 2009 National Programme for Albania – 01.18
<b>Population and Housing Census, Albania 2011</b>		Contracting period expires	Disbursement period expires
		Total budget: EUR 17.622 million	IPA budget: EUR 8.000 million
<b>Overall objective</b>	<b>Verifiable indicators</b>	<b>Sources of verification</b>	<b>Assumptions</b>
To strengthen the Albanian statistical system with the implementation of a Population and Housing Census	The beneficiaries of the project have largely acquired knowledge on the preparation and execution of the population and housing Census in line with the Stabilisation and Association Process (SAP)	Commission's Progress Reports and other technical documents showing that the Population and Housing Census was carried out in line with European and international recommendations, and data disseminated according to Eurostat standards	Political commitment from Government to maintain and further reform agenda. Co-operation from various stakeholders
<b>Project purpose</b>	<b>Verifiable indicators</b>	<b>Sources of verification</b>	<b>Assumptions</b>
To support INSTAT in carrying out the Population and Housing Census and to increase its capacity in the processing and dissemination of the Census data	Census data is disseminated and recognised by stakeholders	Evaluation reports from various donors. Census data are tabulated according to Eurostat rules and results presented in general and thematic reports EU progress reports	Sufficient national budget allocation; Availability of staff with necessary skills
<b>Results</b>	<b>Verifiable indicators</b>	<b>Sources of verification</b>	<b>Assumptions</b>
<b>1.</b> Population and Housing Census successfully implemented, incl. logistics activities successfully carried out, questionnaires printed and Census results published	-Census successfully conducted and results disseminated.  -Mission and technical reports prepared by international experts jointly with INSTAT staff.	-Mission and technical reports prepared by international experts jointly with INSTAT staff.  -Census materials prepared in line with European and International recommendations  -EU progress reports	Commitment form INSTAT staff to work jointly with international experts
<b>2.</b> Enumerators, controllers and supervisors for fieldworks operations recruited and paid	-Number of local staff recruited and trained	Mission and technical reports prepared by international experts jointly with INSTAT staff.  -Census materials prepared in line with European and International recommendations	Commitment by INSTAT to recruit and pay enumerators, controllers and supervisors

		-EU progress reports	
3. IT tools for Census implementation set up and functional	Technical specification approved by INSTAT and number of equipment acquired and delivered to INSTAT	ToR for enumerators prepared and procurement procedures defined by INSTAT	INSTAT (or an external body) is able to manage the recruitment and payment of a large amount of e
<b>Activities</b>	<b>Means</b>	<b>Sources of verification</b>	<b>Assumptions</b>
1- Support to INSTAT for the preparation and implementation of the Population and Housing Census and to processing and disseminate Census results, including printing of questionnaires and publications of final results	Provision of T.A through Long term and short term experts	Progress reports prepared jointly by INSTAT and international technical experts EU progress Reports EUROSTAT reports Reports on the training activities and training materials	Availability of high-qualified international experts. A Census office at INSTAT has been established and is functioning
2- Local staff: payment of enumerators, controllers, supervisors for fieldwork operations, and supervisors for data processing	Recruitment of local staff	- Census questionnaires, manuals and training materials have been prepared. - A questionnaires test, a pilot Census and a Post Enumeration Survey and training organised - Receipts of the payments - The equipment is in place, functioning and used for Census purposes	Selection of local staff usefully completed in cooperation with the local authorities
3- Acquisition of Equipment: Hardware and software	Launching of Supply tender	- Census geography, Census maps, GIS Census database, thematic mapping have been prepared, and training organised - IT infrastructure and applications for data entry, data cleaning, dissemination have been prepared and training organised - Fieldwork operations, a procurement plan, the distribution of Census materials, the coordination with regional offices and training organised -A tabulation plan, general and thematic reports in line with Eurostat and UNECE directives have been prepared and training organised	Technical specification duly prepared and approved by ECD and INSTAT

**ANNEX II: amounts (in EUR million) Contracted and disbursed by quarter for the project**

<b>Contracted</b>	<b>3thQ 2010</b>	<b>4thQ 2010</b>	<b>1thQ 2011</b>	<b>2thQ 2011</b>	<b>3thQ 2011</b>	<b>4thQ 2011</b>	<b>1thQ 2012</b>	<b>2thQ 2012</b>	<b>3thQ 2012</b>
Contract 1.1	1.798								
Contract 2.1			5.772						
Contract 3.1		0.430							
<b>Cumulated</b>	<b>1.798</b>	<b>2.228</b>	<b>8.000</b>						
<b>Disbursed</b>									
Contract 1.1	0.360		0.240	0.240	0.240	0.240	0.240		0.240
Contract 2.1			4.617		1.154				
Contract 3.1		0.256	0.172						
<b>Cumulated</b>	<b>0.360</b>	<b>0.616</b>	<b>5.645</b>	<b>5.885</b>	<b>7.279</b>	<b>7.519</b>	<b>7.759</b>		<b>8.000</b>

### **ANNEX III: Description of Institutional Framework**

#### **According to the Law Nr. 9180 date 5.2.2004 “On Official Statistics”:**

##### *Article 7: The Role of Institute of Statistics:*

INSTAT shall be responsible for:

- a) proposing the Programme to the Statistical Council;
- b) securing the implementation of the approved Programme;
- c) ensuring that statistics in the Programme are:
  - reliable
  - impartial
  - objective;
- d) ensuring that data required for the Programme are collected, processed, disseminated and stored using best professional practice, including scientific principles and professional ethics;
- e) facilitating a correct interpretation of data in official Statistics;
- f) promoting the role and understanding of statistics in Albania;
- g) ensuring that Official Statistics are made available on an impartial basis to all interested users;
- h) determining all statistical definitions, classifications and nomenclatures in official statistics, in compliance wherever feasible with international concepts and classifications;
- i) maintaining up to date information on all relationships between Albanian statistical agencies and international agencies on matters relating to the actual or prospective Albanian official statistics; leading Albanian statistical representation in those relationships when requested and in all cases where the implications affect a number of Albanian Statistical Agencies;
- j) creating, maintaining and updating any statistical register.

- *Article 8 : Tasks and the rights of the Institute of Statistics*

- a) issue to all statistical agencies, make public and keep up to date, guidelines on professional standards in the production of official statistics,
- b) examine the procedures for the production of statistics adopted by any statistical agency, and by any central and local institution.
- c) approve from the beginning any statistical survey. The criteria for approval shall be:
  - the survey;
  - avoidance, if it is outside the Programme, of any duplication with or adverse effect upon the Programme;
  - satisfaction that it will be conducted and the results analysed and disseminated to professional statistical standards;



- d) collect, compile, analyse, disseminate and store data in accordance with responsibilities allocated in the Programme;
- e) prepare a draft five year Programme
- f) prepare a draft five year strategic plan for INSTA
- g) prepare a draft annual budget proposal
- h) prepare a draft one year operational plan for INSTAT
- i) prepare a draft annual report of INSTAT
- j) prepare and submit to the Statistical Council short four-monthly reports of progress in implementing the Programme;
- k) propose to the Statistical Council matters which that Council should consider discussing directly with the senior management of Statistical Agencies to ensure that any official statistics meet professional standards;
  - l) prepare draft reports for consideration by the Statistical Council proposing action or decisions required by the Council of Ministers to ensure that any official statistics meet professional standards;
  - m) arrange and chair a quarterly advisory meetings , involving heads of statistics departments of all ministries and statistical agencies that produce statistics, to discuss matters of professional interest: an appropriate meeting each year shall discuss desirable developments in the Programme and actions necessary to achieve those improvements.

## **ANNEX IV: Reference to laws, regulations and strategic documents:**

### ***Reference list of relevant laws and regulations***

This project is in line with the Albanian Assembly Law, no. 8669 dated 26.10.2000, on the “General Census of population and dwellings” and Council of Ministers Decision of 22 April 2009 on” Organisation, functioning and composition of the central registration commission.

### ***Reference to AP / NPAA / EP / SAA***

According to the European Commission recommendations established in the European Partnership Document and the obligations coming from the SAA, the middle - term priorities (2008-2009) for Albania in the area of statistics are:

- The development of social and business statistics, including the labour market statistics and progress in the implementation of all European classifications, including the classification of statistical regions.
- INSTAT, within 5 years from the entry into force of the SAA, should be able to submit to the European Commission its GDP per capita figures harmonised at NUTS II level according to the article 38 of the Bilateral Agreement.
- Assure the raise of a stable and effective statistical system able to offer objective and accurate data necessary for planning and monitoring the transition and the reforms process in Albania as well as the progress in the implementation of SAA as well.
- The Statistical Collaboration should make possible for INSTAT to better meet the needs of national customers both (public administration and private sector). The Statistical System should respect the fundamental principles issued by the United Nations and the stipulations of the European Statistical Law and develop towards the Community Acquis.

The statistical activities to be carried out in order to implement the abovementioned priorities are the following:

- General registration of all economic agricultural units, in order to create a Farm Register to be used as sampling frame for agriculture surveys.
- The Labour Force Survey (LFS) for the improvement of the labour indicators.
- A trimester survey nearby the borderlines and hotel enterprises for the tourism indicators. The approximation of legislation shall be carried out over the middle-term period in the area of statistics focusing mostly on the social and regional statistics and on the continuity of the activities for the economic statistics. Here, the implementation activities planned to be undertaken are:
  - The implementation of NACE II according to the Regulation 31990R3037
  - Field work, data possessing of LFS
  - LFS publication
  - Household budget survey
  - Improvement of methodology for collecting statistics in accordance with the Council Regulation no.31995L0064
  - Improvement of water, merchandise and passengers statistics in accordance with the Council Regulation no.31998D0385
  - Publication of statistical data on water transportation in accordance with the Council Regulation no.32001D0423
  - Implementation of CPA 32001D0423 revised in accordance with the Council Regulation no.31993R3696

- Improvement of tourism trimester statistics (ATN) in accordance with the Council Regulation no.31995L0057
- Design of survey methodology in borderlines in accordance with the Council Regulation no.31999D0035

For the implementation of the Acquis in these areas, INSTAT will also be supported by the technical assistance of CARDS 2005, CARDS 2006 and Regional CARDS 2003 programmes.

Those middle-term activities to be undertaken in the framework of the reporting of GDP at NUTS II level are:

- Annual Survey of New Enterprises (SNE) and Structural Enterprises Survey (SES).
- Improvement and updating of the Statistical register.
- Improvement of indicators for sub-sectors S.123 and S.124 and of other financial intermediaries and of the general agriculture census. Input/Output analysis at current prices should be undertaken building up assessment supply and use tables and implementing the constant prices methodology.
- Based on the prepared methodology for the assessment method of the income account, the calculation of GDP should be piloted based on the revenues method starting from the wage assessment and other elements as well.
- A statistical survey on the economic agricultural units' prices.

### ***Reference to MIPD***

This project is in line with the Multi-annual Indicative Planning Document (MIPD) 2009-2011 for Albania, section 3.3 Ability to assume the obligations of Membership and approximation to European Standards:

#### **3.3.7 Statistics**

##### *Objectives*

Harmonise national statistical systems with the EU *acquis*

##### *Strategic choices*

Reliable and comparable statistics are indispensable for managing the association processes with the candidate and potential candidate countries and territories. This concerns in particular key statistics in the Beneficiaries concerning population, foreign trade, prices, national accounts, agriculture and rural development, industry, migration, environment and labour market. In addition, assistance to the statistical sector will facilitate the improvement of data collection by the respective National Statistical Institutes, approximation with the EU *acquis* in various statistical areas (external trade, purchasing power parities, migration, business, etc.), increase confidence in official statistics and raise the public profile of the National Statistics Institutes as part of institution building.

The impact of actions in this area is reinforced when they are based on common approaches across the Beneficiaries and when harmonised with approaches taken in the EU Member States. In addition, the implementation of these activities through established centralised structures achieves economies of scale. The implementation of the activities under the Multi-beneficiary statistical cooperation programme is fully compatible with the national development plans concerning the statistical system where these are in place. This Multi-beneficiary statistical cooperation programme is designed in parallel with the complementary country-specific support for statistics provided by the national IPA programmes. The Multi-beneficiary statistical cooperation programme ensures coordination among Beneficiaries and is the instrument for ensuring the transfer of knowledge, the respect of common standards and

the production of comparable statistics. In parallel, the national IPA programmes cover country-specific actions and the implementation of major statistics at national level. Both programmes are necessary to help achieve the objectives set out in the national development plans.

*Expected results*

Greater competence and awareness among Beneficiaries' officials on how to implement EU *acquis*; Improved quality of statistical data.

***Reference to National Development Plan***

This project is consistent with the 5-year Official Statistics Programme 2007-2011 in Albania.

***Reference to national / sectoral investment plans.***

N/A

## **ANNEX V: Details per EU funded contract (\*) where applicable:**

### Technical Assistance:

The contract is expected to provide assistance to INSTAT for the preparation and implementation of the Population and Housing Census 2011 and to process and disseminate Census results, including printing of questionnaires and publications of final results.

The contractor should recruit a team leader and a number of long term and short term experts to carry out activities.

### Direct grant:

A direct grants will be provided to INSTAT, the Albanian institute for statistics. INSTAT is the juridical institution which conducts the Census operation and the focal point for establishing the national statistical information, as well as for coordinating related activities.

The grant is awarded to INSTAT on the basis of a *de-jure* and *de-facto* monopoly to carry out the statistical activities included in this project fiche in line with Article 168 (1) (c) of the Implementing Rules<sup>2</sup> as INSTAT is the institution inside the public administration of Albania responsible for collecting, producing and disseminating official statistics.

Parts of the costs of the action "Census implementation and field work" for which the direct grant will be used will be co-financed by the beneficiary.

The fieldwork is in particular necessary in the Albanian context as there is no reliable postal address system. Therefore, INSTAT will have to cover large parts of the population by direct questioning through specially recruited and trained staff.

An audit will be foreseen for this activity.

### **Co financing**

IPA 2009; Albanian Government; International Donors compliance with state aids provisions

### **Ownership of assets (current and after project completion)**

Albanian Government, INSTAT, local statistic offices

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<sup>2</sup> Commission Regulation (EC, Euratom) No 2342/2002 of 23 December 2002, OJ L 210, 31.7.2006, p. 82