



METHODOLOGY

Financial sector

Method of data collection

In the first month of the survey, data were collected through quantitative field research by applying the PAPI method (paper and pencil interviewing), that is face to face interviews in which trained Ipsos interviewers asked questions from competent persons employed in banks and insurance companies and wrote down their replies. Data were then entered through licenced RM+ software to Ipsos server, using logic check of entry and the required filters. Data were stored in Ipsos MySQL base from which they were exported into SPSS base and Excel base for further data analysis.

In the remaining 35 months of the survey, data were collected through quantitative telephone research by applying the CATI method (computer aided telephone interviewing) with the support of CAWI research (as a web questionnaire delivered through a link). Data are entered directly into licenced RM+ software on Ipsos server, using logic check of entry and the required filters. Data are stored in Ipsos MySQL base from which they are exported into SPSS base and Excel base for further data analysis.

Sampling

The sampling frame is the list of banks and insurance companies from the database of the National Bank of Serbia (the planned and realised sample size is 25 banks and 7 insurance companies). Respondents are selected (chief economist, department manager or head of division, or a person competent to respond to the questionnaire) to participate in the survey in the observed period, during which it is checked whether answers are given by the same respondent each time.

Measurement tool

Provided by the party that commissioned the survey and may be modified in the course of project implementation.

Implementation period: survey is conducted from 15th day of the month over the next 5 days and findings are submitted by 3rd day of the next month at the latest.

Data analysis software: SPSS 20.0 and Excel.

Data processing means analysis of entered data, comparison with earlier waves of individual replies by respondents, logic check and database cleansing, call-back of a respondent if replies differ significantly from earlier replies by the same respondent.

Data analysis is carried out in the domain of descriptive statistics. After the first survey, trends relative to earlier survey waves are observed through comparison of replies.

Submission of survey findings:

Findings are submitted electronically (by e-mail) by the 3rd day of the month at the latest to the Directorate for Economic Research and Statistics, in the form of databases and findings aggregated by sector and indicator, in Excel and Power Point format.

Time period after which survey is repeated: survey is conducted on a monthly basis over a 3-year period.

Corporate sector

Method of data collection

In the first month of the survey, data were collected through quantitative field research by applying the PAPI method (paper and pencil interviewing), that is face to face interviews in which trained Ipsos interviewers asked questions from persons in charge of finance or management and wrote down their replies. Data were then entered through licenced RM+ software to Ipsos server, using logic check of entry and the required filters. Data were stored in Ipsos MySQL base from which they were exported into SPSS base and Excel base for further data analysis.

In the remaining 35 months of the survey, data were collected through quantitative telephone research by applying the CATI method (computer aided telephone interviewing) with the support of CAWI research (sending links to companies and inviting them to fill in data via such links). Data are entered directly into licenced RM+ software on Ipsos server, using logic check of entry and the required filters. Data are stored in Ipsos MySQL base from which they are exported into SPSS base and Excel base for further data analysis.

Sampling

The sampling frame are annual accounts of companies for 2013. The sample is systematic with a random starting point and derived according to the theoretical model where samples with proportionate inclusion probabilities are selected by applying the criterion of size of annual turnover (operating income). Respondents are selected to participate in the survey by random sampling of companies within the sample (managers or senior heads, financial directors...). The size of the sample is 100 business entities. Weighting is based on estimated total characteristics which represent the inverse inclusion probabilities proportionate to the size of operating income for each unit (company) from the population.

Measurement tool

Provided by the party that commissioned the survey and may be modified in the course of project implementation.

Implementation period: survey is conducted from 15th day of the month over the next 5 days and findings are submitted by 3rd day of the next month at the latest.

Data analysis software: SPSS 20.0 and Excel.

Data processing means analysis of entered data, comparison with earlier waves of individual replies by respondents, logic check and database cleansing, call-back of a respondent if replies differ significantly from earlier replies by the same respondent. After the first survey, replies will be compared to observe trends relative to earlier survey waves.

Submission of survey findings:

Findings are submitted electronically (by e-mail) by the 3rd day of the month at the latest to the Directorate for Economic Research and Statistics, in the form of databases and findings aggregated by sector and indicator, in Excel and Power Point format.

Time period after which survey is repeated: survey is conducted on a monthly basis over a 3-year period.

Trade unions

Method of data collection

In the first month of the survey, data were collected through quantitative field research by applying the PAPI method (paper and pencil interviewing), that is face to face interviews in which trained Ipsos interviewers asked questions from trade union representatives and wrote down their replies. Data were then entered through licenced RM+ software to Ipsos server, using logic check of entry and the required filters. Data were stored in Ipsos' MySQL base from which they were exported into SPSS base and Excel base for further data analysis.

In the remaining 35 months of the survey, data were collected through quantitative telephone research by applying the CATI method (computer aided telephone interviewing) with the support of CAWI method (as a web questionnaire delivered through a link). Data are entered directly into licenced RM+ software on Ipsos server, using logic check of entry and the required filters. Data are stored in Ipsos MySQL base from which they are exported into SPSS base and Excel base for further data analysis.

Sampling

The sampling frame are data from the Trade Union Registry from the database of the Ministry of Labour and Social Policy. The sample is intentional, relative to the activity of the trade union. Respondents are selected (general secretary or senior trade union representative) to participate in the survey. The size of the trade union sample is 12.

Measurement tool

Provided by the party that commissioned the survey and may be modified in the course of project implementation.

Implementation period: survey is conducted from 15th day of the month over the next 5 days and findings are submitted by 3rd day of the next month at the latest.

Data analysis software: SPSS 20.0, Excel

Data processing means analysis of entered data, comparison with earlier waves of individual replies by respondents, logic check and database cleansing, call-back of a respondent if replies differ significantly from earlier replies by the same respondent. After the first survey, replies will be compared to observe trends relative to earlier survey waves.

Data analysis is carried out in the domain of descriptive statistics. After the first survey, trends relative to earlier survey waves are observed.

Submission of survey findings:

Findings are submitted electronically (by e-mail) by the 3rd day of the month at the latest to the Directorate for Economic Research and Statistics, in the form of databases and findings aggregated by sector and indicator, in Excel and Power Point format.

Time period after which survey is repeated: survey is conducted on a monthly basis over a 3-year period.

Households

Method of data collection

Data were collected through quantitative field research by applying the PAPI method (paper and pencil interviewing), that is face to face interviews in which trained Ipsos interviewers asked questions from citizens of the Republic of Serbia and wrote down their replies. Data were then entered through licenced RM+ software to Ipsos server, using logic check of entry and the required filters. Data were stored in Ipsos MySQL base from which they were exported into SPSS base and Excel base for further data analysis.

Sampling

The sampling frame is the population of the Republic of Serbia according to the 2011 census of the Statistical Office of the Republic of Serbia.

The sample is three-stage random representative stratified. The size of the sample is 1050.

First stage: municipalities and towns (35 towns/municipalities).

Second stage: local communities and settlements with probabilities proportionate to population size in the first and second stage (2 local communities from each town/municipality).

Third stage: constant number of respondents with equal inclusion probability, to enable equal final inclusion probabilities of respondents (15 respondents per local community).

Measurement tools

Provided by the party that commissioned the survey and may be modified in the course of project implementation.

Implementation period: survey is conducted from 15th day of the month over the next 5 days and findings are submitted by 3rd day of the next month at the latest.

Data analysis software: SPSS 20.0

Data processing means analysis of entered data, logic check and database cleansing, review of presence of outliers.

Data analysis is carried out in the domain of descriptive statistics. After the first survey, trends are observed relative to earlier survey waves. Additional statistical analyses can be performed as agreed with the client.

Submission of survey findings:

Findings are submitted electronically (by e-mail) by the 3rd day of the month at the latest to the Directorate for Economic Research and Statistics, in the form of databases and findings aggregated by sector and indicator, in Excel and Power Point format.

Time period after which survey is repeated: survey is conducted on a monthly basis over a 3-year period.