

SERVICES – METHODOLOGICAL NOTES

1. Business tendency survey in services was introduced in CSO of Poland in January 2003. Sample covers 5000 entities conducting service activities pertaining to sections: H, I, J, K (only banks, credit unions, insurance companies, brokerage offices and firms, universal pension fund societies and investment fund companies), L, M, N, P (without higher education), Q (without health maintenance organizations), R (without cultural institution with legal personality), S (without division 94) according to NACE Rev.2. Due to introduction of NACE Rev.2 business tendency data were recalculated starting from January 2003. The survey is carried out on the basis of a monthly questionnaire.
2. Survey data are aggregated according to:
 - sections and selected divisions according to NACE Rev.2,
 - voivodships (since 2011).Data by the NACE Rev. 2 divisions and by voivodships are compiled following the enterprise (entity) method.
3. The questionnaire comprises questions related to the basic features of the economic situation in the activity of services entities: economic situation of the unit, demand for services, employment, factors limiting activity, sale of services, capacity utilization, duration of assured activity of the company, financial situation, delays of payments, prices of services, sources of financing service activity, investment outlays.
4. The questionnaire comprises diagnostic questions (concerning current month or last three months) and prognostic questions (concerning next three months except for the questions on investment outlays and capacity utilization where it relates to the next few months).
5. On the basis of gathered replies there are calculated indicators that are weighted by the revenues from the sale of products, goods and materials in current prices. Their range varies from -100 to +100. Positive value means good business situation, negative – bad business situation. Increase (decrease) of indicator means improving (worsening) of the business situation from the entities' point of view.
6. The business tendency indicators referring to the questions: 1, 2, 3, 4, 6, 7, 10, 12, 13, 14, 15, 16, 18, 19, 20 and 21 are calculated as balances (differences) between percentage of the entities choosing first variant of the answer (advantageous from the entity point of view) and third variant (disadvantageous from the entity point of view). The indicator concerning question 11 is calculated as balance (difference) percentage of the entities choosing third variant of the answer and first variant. Indicators concerning questions 5 and 17 are calculated separately for every variant as a percentage of the entities choosing

particular variant of all respondents answering to a given question. The indicators referring to questions 8 and 9 are "quantitative" and they are calculated as arithmetic average of all answers to this question: in case of question 8 the percentage of the capacity utilization is used, and in case of question 9 – average number of months of the guaranteed production period.

7. General business climate indicator is a composite one. It is calculated as an arithmetic average of the balances of the answers to questions from the monthly questionnaire concerning current (question 4) and expected (question 13) economic situation. Economic climate is "good" when the value of the indicator is greater than 0. Otherwise the climate is assessed as "bad".
8. Archival monthly and quarterly data according to (NACE Rev 1.1) comprise series up to the end of 2008.