

METHODOLOGICAL NOTES

1. Data regarding **registered unemployed persons** in accordance with the Law dated 20 April 2004 on Promotion of Employment and Labour Market Institutions, in force since 1 June 2004 (Journal of Laws 2004 No. 99, item 1001 with later amendments) * include persons who are not employed and not performing any income-generating work, able and ready to take full-time employment (or in case of disabled persons – are able and ready to take employment at least half the full work-time required within a given occupation or service), are not attending any full-time school with the exception of schools for adults or tertiary schools in the evening or weekend education system, and registered in the powiat labour office corresponding to the person's permanent or temporary place of residence, and seeking employment or any other income-generating work if they, among others:
 - a) are aged 18 or more,
 - b) are aged less than 60 (women) or less than 65 (men),
 - c) did not acquire the right to retirement pay or pension resulting from inability to work, pension due to training, social-welfare pension, do not receive: a pre-retirement benefit or allowance, a rehabilitation allowance, a sick or maternity benefit;
 - d) are not owners or holders (sole or dependent) of agricultural real estate with an area of agricultural land exceeding 2 convertible ha; are not subject to retirement and pension insurance from full-time work due to being a spouse or a member of an agricultural household with an area of agricultural land exceeding 2 convertible ha,
 - e) did not undertake non-agricultural activity or are not subject, on the basis of separate regulations, to compulsory social security or a retirement provision, excluding social insurance of farmers,
 - f) are not temporarily under arrest or serving a prison sentence,
 - g) do not receive monthly income of the amount exceeding half of minimal remuneration for work; excluding income generated from money gathered on bank accounts,
 - h) do not receive, on the basis of the regulation concerning social welfare, a permanent social benefit,
 - i) do not receive on the basis of regulations concerning family allowances, a nursing allowance or allowance supplementary to family benefit due to single parenthood,
 - j) do not receive after termination of employment training allowance.

Since 1997 among the unemployed are not included persons undergoing training and on a job occupational training.

2. **The registered unemployment rate** is calculated as the relation of the number of registered unemployed persons to the economically active civilian population (total and for a given group), i.e., excluding persons in active military service as well as employees of budgetary entities conducting activity within the scope of national defence and public safety. The unemployment rate is given including persons working on private farms in agriculture (comprising a part of economically active civilian population) estimated: for 1995 – on the basis of the results of Census on Population and Dwellings conducted in 1995 as a sample survey and the National Agricultural Survey conducted in 1996; for 2000 – on the basis of the National Agricultural Survey conducted in 1996; for the years 2003 and 2004 on the basis of the National Census on Population and Dwellings 2002 and the National Agricultural Survey 2002. Data for the years 2003, 2004 and 2005 are not fully comparable with the data for the previous years. The data on unemployed are collected according to their place of residence or stay, while the data on employed – according to address of their place of work. Therefore the unemployment rates are not exactly precise, especially in a case of unemployment rates by powiats.

* Until 31 May 2004 the obligatory was the Law dated 14 XII 1994 on Employment and Combating Unemployment (uniform text Journal of Laws 2003 No. 58, item 514, with later amendments).

3. **Economically active population** (labour force) estimated at the end of each presented period comprises employed persons in public and private units as well as unemployed persons.
4. **Among the unemployed registered within 12 months since the end of education** - are included unemployed persons who in the mentioned period completed (confirmed by a diploma, certificate, or other document) school education on the level higher than gimnazjum level (basic vocational, and secondary), post-secondary, tertiary, special school, full-time occupational courses with the duration at least 24 months, or obtained rights to perform a job as disabled persons.
5. **The unemployed aged up to 25 years** - comprise unemployed persons who were under 25 years of age in the calendar year in which they were subject to the services or the labour market instruments
6. **The unemployed who completed tertiary school before 27th year of age** – comprise unemployed persons who were under 27 years of age in the period of 12 month after the date stated in a diploma, certificate or other document confirming completion of tertiary school
7. **The long-term unemployed** – comprise persons who stayed in the register rolls of the powiat labour office for the combined duration of over 12 months in the last two years.
8. **The unemployed over 50 years old** – comprise unemployed persons who in the calendar year in which they were subject to the services or the labour market instruments completed at least 50th year of age.
9. **The unemployed without occupational qualifications** – comprise unemployed persons with education on the gimnazjum or lower level and without qualifications necessary for performing a job.
10. **The unemployed bringing up singlehandedly at least one child up to 7 years of age** – comprise unemployed single parents with at least one child in accordance with the regulations concerning income taxes from natural persons.
11. **Inflow to unemployment** - means the number of persons, who were registered in powiat labour offices during a month, quarter and year.
12. **Outflow of the unemployed** - means the number of persons, who within a year were withdrawn from labour office registers, due to different reasons, i.e., taking permanent or seasonal job, starting interventional or public work, unreadiness to work, entering education, acquirement of pension rights etc.
13. **Labour market programmes comprise activities** - directed at diminishing the size of unemployment in a given region. In particular, there can be distinguished: trainings, internships with the employer interventional and public works.

Training - means vocational training, retraining, vocational skills development or learning how to look for and find employment.

Internship with the employer - means acquisition by a school-leaver of practical skills by means of performing tasks at work place without conclusion of an employment relationship with employer. School leavers are entitled to grants paid by regional labour offices, during a period of traineeship.

Interventional work - means employment of an unemployed person by an employer in a period not exceeding 12 months, if such employment was a result of a contract signed with a regional labour office. Such work is partially financed by a labour office.

Public work - means employment of an unemployed during the period not exceeding 12 months, for work organized by local government bodies, government administration or public utility institutions.
14. **Persons previously in employment** – Includes persons who have performed any work on the basis of labour contract, posting appointment, contract for outwork or any other earning generating work, or conducted their own economic activity outside agriculture.
15. **The unemployed dismissed because of reasons related to establishments (i.e. mass dismissals)**

- are persons dismissed according to regulations on particular rules of dissolving contracts because of reasons related to establishments. (Jurnal of Laws 1998, No 21 item 94 with later amendments). Regulations concern establishments in which decrease in employment is caused by economic reasons or organizational changes, changes in production or technological ones, and also in cases of bankruptcy or liquidation of an establishments.

16. **Job offers** – comprise job vacancies reported by employers and positions for occupational training on a job and accepted for fulfillment work positions within the framework of interventional works, public works and traineeships, as well as within the framework of order-agreements and work agreements.

COMMENTS TO TABLES

1. The harmonized unemployment rate seasonally adjusted (table 1) is calculated as the percentage share of the unemployed in the number of the economically active population (i.e. the sum of unemployed and employed). The harmonized unemployment rate resulted from the uniformed method of its calculation for each country applied by Eurostat. The data are calculated by Eurostat on the basis of the quarterly LFS results and the monthly results from the registered unemployment.
2. Tables 12, 24 and 31 sections were shifted upward, e.g. in the section 3-6 persons remaining unemployed from 3 months and 1- day to full 6 months were included.
3. Tables 13 sections were shifted upward, e.g. in the section 1-5 persons who worked 1 year and 1 day to full 5 years were included.
4. Tables 27 - 31 present basic information concerning subregions, the third level in the division of territorial units, in accordance with the Nomenclature Territorial Units for Statistical Purposes (NTS) introduced on the basis of the decree of the Council of Ministers, dated 27 April 2004.
5. In regard to the Polish Classification of Activities (Polish version of “Nomenclature des Activités de Communauté Européenne – NACE rev. 1”), abbreviations are used in the publication which are marked in the tables 25 with the sign “Δ”. The abbreviations and their complete names are given below.
6. Data in tables 26 are presented well as the Occupations and Specializations Classification was introduced by a decree of the Minister of Economic Affairs and Labour dated 8 XII 2004 (Journal of Laws No 265, item 2644).

abbreviation	Complete name section of the NACE
tade and repair	wholesale and retail trade; repair of motor vehicles, motorcycles and personal and household goods
public administration and defence; compulsory social security	Public administration and defence; compulsory social security
other service activities	Other community, social and personal service activities