



## ROMANIA

Reimbursable Advisory Services Agreement on  
Romania Capacity Building for Statistics (P167217)

### OUTPUT No. 2. b

**Report on advisory services provided to recipient on the Proposed recommendations to review the legislation for GAC2020 (one (1) draft note with recommendations for substantiation of Government decisions, and one (1) proposed implementation plan) including the report on two (2) workshops on GAC2020 legislation**

March 2020



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This report has been delivered in March 2020 under the Reimbursable Advisory Services Agreement on Romania Capacity Building for Statistics (P167217) signed between the Romanian National Institute of Statistics and the International Bank for Reconstruction and Development on September 17, 2019. It is part of Output 2 under the above-mentioned agreement.

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## List of Acronyms

AFIR	Agency for Financing of Rural Investments
ANCPI	National Agency for Cadastre and Real Estate Advertising
ANSVSA	National Sanitary and Veterinary and Food Safety Agency
APIA	Agency of Payments and Intervention for Agriculture
CC	Central Committee for the General Agricultural Census
CCOMR	Census Committee of Communes, Cities, Municipalities and of the Districts of Bucharest
CJR	County Census Committee
CMBR	Bucharest Census Committee
DAJ	County Agriculture Directorates
DTS	Statistical Territorial Directorates
EC	European Council
GAC2020	General Agriculture Census 2020
GD	Government Decision
INS	National Institute of Statistics
MADR	Ministry of Agriculture and Rural Development
MAI	Ministry of Internal Affairs
POCA	Operational Programme for Administrative Capacity
RAS	Reimbursable Advisory Services
STC	Central Technical Secretariat
STJ	County Technical Secretariat and for Bucharest
STMB	Technical Secretariat of Bucharest
STS	Special Telecommunications Service

## Executive summary

This report presents the **“Proposed recommendations to review the legislation for GAC2020 (one (1) draft note with recommendations for substantiation of Government decisions, and one (1) proposed implementation plan) including the report on two (2) workshops on GAC2020 legislation”** as part of Output 2 under the Reimbursable Advisory Services (RAS) Agreement on *Romania Capacity Building for Statistics (Project No. P167217)*. The project is implemented by the National Institute of Statistics (NIS) with support from the World Bank.

This report aims at providing support to the National Institute of Statistics (NIS) in its development of statistical legislation (bylaws, regulations and decrees) governing all statistical work on the GAC2020 (General Agriculture Census 2020) by:

- a) providing recommendations based on global best practices for the INS to draft secondary legislation and associated budget (including government decisions regarding the budget) relevant to GAC2020.
- b) providing recommendations for the preparation of a draft implementation plan for the organization of the GAC2020, (i.e., stages of implementation, timeline, human resources and IT infrastructure required, and estimated budget);

The report is a continuity of GAC legal framework specifics presented on Output 1<sup>1</sup> under RAS Agreement regarding operating capability for producing official statistics. In preparation of the report and the recommendations for the secondary legislation and the implementation plan, an important consultative process took place at the level of NIS. In addition to meetings and direct discussions on the topics, two (2) one-day workshops on the “development and drafting of the legal framework for GAC2020 implementation” were held with relevant staff from the INS and the Statistical Territorial Directorates (STD). The workshop’s topics, way of delivery, outputs and conclusions complete the report.

The results of this technical assistance consist of:

- note with recommendations on draft government decision for budget allocation in preparing and implementing the GAC2020 and substantiation note for it;
- draft implementation plan for organizing the GAC2020;
- report of the two (2) one-day workshops.

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<sup>1</sup> Output 1 - Analysis of National Statistic System’s operating capability for producing Official Statistics and the achievement of the general agricultural census and the population and housing reconciliation, January 2020, Reimbursable Advisory Services Agreement on Romania Capacity Building for Statistics (P167217)

## 1. Brief on GAC2020 European and National regulatory framework

The General Agriculture Census round 2020 is a large-scale statistical research which has as a priority objective the production of official statistics at national level and their dissemination in the form of statistical indicators. The statistical indicators produced in the agriculture census cover the number, structure and territorial distribution of the agriculture holdings, the dimension of farm, the economic dimension, as well as the livestock and the living conditions of it.

The agriculture census is regulated at European Union level by the Regulation (EU) 2018/1091 of the European Parliament and of the Council on integrated statistics on farms and the Commission Implementing Regulation (EU) 2018/1874 of 29 November 2018 on the data to be provided for the year 2020, pursuant to Regulation (EU) 2018/1091 of the European Parliament and of the Council on integrated statistics on farms and repealing Regulations (EC) no 1166/2008 and (EU) no 1337/2011, regarding the list of variables and their description, published in JOUE of 30 November 2018<sup>2</sup>. All Member States have the obligation to carry out this statistical research every ten years, the next round being in 2020. Due to specific conditions of implementation, at Member States level is decided the proper time period for collecting data, according to own needs but keeps the reference year as 2020.

At national level the European legal framework must be supplemented with the legislation providing the GAC2020 manner of preparation and organization, the institutions responsible and their duties, the period of performance, the working structures at national and territorial level, the manner of data collection and the resources, respectively the budget necessary for all the stages of the general agricultural census.

A preliminary analysis of GAC legal framework, corroborations and correspondences within legislation and administrative acts for production of statistics, implications and

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<sup>2</sup> Other national and European legislative acts that must be observed in the framework of performance of the general agricultural census for the 2020 round are:

- The Regulation (EC) no. 223/2009 of the European Parliament and of the Council of 11 March 2009 on European statistics, as subsequently amended;
- The Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons about the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC;
- The Regulation (EC) no. 1059/2003 of the European Parliament and of the Council on the establishment of a common classification of territorial units for statistics (NUTS);
- The Directive 2007/2/EC of the European Parliament and of the Council establishing an infrastructure for Spatial Information in the European Community (INSPIRE), transposed directly through G.O. no. 4/2010 establishing the National infrastructure for spatial information in Romania;
- The Regulation (EC) no. 1242/2008 of the Commission of 8 December 2008 establishing a Community typology for agricultural holdings.

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recommendations for needed adjustments, as part of National Statistics System's operation capability to produce official statistics, has been presented under this project, is available for consultation and is explaining the status quo on this domain<sup>3</sup>.

Once the primary national legislation was adopted and is in force<sup>4</sup>, the bylaw, elaborated as subsequent legislation, are setting the specific actions and presenting the needed budgetary allocations for their implementation. As is set for Romania, the GAC2020 collecting period of data will be in 2021, when institutional arrangements and logistics are in place and were considered under the bylaw drafted.

## 2. Bylaw on budget allocation for agriculture census

### **GAC2020 Implementation plan and Budget estimation**

The bylaw for GAC2020 envisages the budgetary needs by categories, the amount of allocation and distribution of resources by years and by institutions involved for preparing and implementing the census.

The process of preparing bylaw for GAC2020 budgetary allocation in Romania considered the objectives and outcomes of census and statistical indicators to produce (type of data and the quality of data). Starting from these thoughts, the budget drawing consisted in several actions:

- inventory of activities at central and local level;
- foreseen the period of implementation for actions and activities;
- list the involved institutions, entities and organizations;
- evaluation of tools and methodologies applicable before and during the effective census;
- estimation of supplementary personnel, enumerators and other institutions' specialized staff for all actions related to census (training, methodological and technical support, testing, statistical production, data dissemination);
- distribution of responsibilities between institutions;
- assessment of potential risks and mitigation solutions for GAC2020;

By these actions a preliminary implementation plan has been developed. The plan was discussed and debated, adjusted and updated during two one day workshops, by INS headquarter and DTS staff (see **Annex 3** - Report on workshops for GAC2020 legislation), together with institutions involved in preparation and implementation of census, respectively the Ministry of Internal Affairs, Ministry of Agriculture and Rural Development. Based on inputs gained and later developments of GAC2020

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<sup>3</sup> Output 1 - Analysis of National Statistic System's operating capability for producing Official Statistics and the achievement of the general agricultural census and the population and housing reconciliation, January 2020, Reimbursable Advisory Services Agreement on Romania Capacity Building for Statistics (P167217)

<sup>4</sup> Government Emergency Ordinance 22/2020 regarding GAC2020 in Romania;

preparation and implementation the draft implementation plan has been concluded (see **Annex 2** - Implementation plan GAC2020).

A preliminary budget for GAC2020 implementation, considering the economic and functional expenditures categories, sources of financing and distribution by years and by institutions, was the result of the process.

#### **Drafting the GAC2020 bylaw on budget allocation**

The draft of a government decision for approval of GAC 2020 budget was elaborated to support the census preparatory and implementing actions. The budgetary expenditure categories and amounts were debated within INS and with stakeholders of agriculture census and agreed on. The appendices of draft Government Decision expose this content (see **Annex 1 a and b** - notes with recommendation for draft government decision on GAC2020 budget).

### **3. Implementation plan for GAC2020**

The implementation plan of GAC2020 is elaborated considering the following stages: design and planning; fieldwork data collection; data processing and results dissemination. The implementation plan is structured around objectives and expected results, organization and relation matrix, organizational chart, available budget and risks register, and is considering the modernization of data collection for GAC2020, described on Output 2a - *Proposed solution for the modernization of the GAC2020 data collection*. In preparing it, inputs were collected during the two one-day workshops organized during October-November 2019.

The implementation plan is described in **Annex 2** and the electronic version with guidelines is available here: [Implementation plan for GAC2020](#)

### **4. Consultation process - workshops for GAC2020 secondary legislation development**

The development of the GAC2020 activities inventory and implementation plan, the elaboration of budget and finally the consultation over the draft bylaw, were concluded under two one-day workshops performed on 31<sup>st</sup> October and 1<sup>st</sup> November 2019.

The workshops were organized by INS and representatives of STDs (including Bucharest Municipality) aiming on following objectives:

- informing participants on the draft legal framework designed for the GAC2020;



- consulting and encouraging the participants to exchange ideas, good practices and lessons learned regarding censuses
- involving the participants in the debate and improvement of the processes related to the preparation and performance of the GAC 2020.

The expected results of workshops were achieved, respectively:

- a) inventory of actions, risks, and solutions for the preparation and performance of the GAC2020, basis for the implementation plan and budget debated and improved;
- b) budget of GAC 2020 analyzed, substantiated on activities and validated on articles - component of the draft government decision for approval;
- c) the components of the substantiation note for approval of the prepared draft government decision were set;
- d) statements, articles and items to be included in the first draft of government decision for approval of the budget of GAC 2020 prepared;

The entire report is available in **Annex 3**.

## 5. Annexes

**Annex 1a** – Substantiation Note of draft Government Decision

**Annex 1b** – Note with recommendations on draft Government Decision

**Annex 2** – Draft Implementation plan for GAC2020

**Annex 3** – Report of workshops on GAC2020 draft legislation



## Annex 1a –Substantiation Note of draft Government Decision

**Note:** This Substantiation Note is supporting and following the endorsement process of draft Government Decision. Eventually changes, modifications or completions will amend this draft and the updated final version will complete the Output report as a complementary annex.

### SUBSTANTIATION NOTE

<b>Section 1</b> <b>Title of the normative act draft</b>	
Government Decision regarding the amounts required from the state budget and other provisions on implementing the provisions referred to in the Government Emergency Order no. 22/2020 on the general agricultural census in Romania, round 2020	
<b>Section 2</b> <b>Reason for issuing the normative act</b>	
1. Description of current situation	<p>With the <i>Government Emergency Order no. 22/2020 on the general agricultural census of Romania, round 2020, published in the Monitorul Oficial al României (Official Gazette of Romania), Part I, no. 105 on 12 February 2020</i>, the legal framework required for preparing, organising and conducting a general agricultural census in Romania, round 2020, according to Regulation (EU) 2018/1091 of the European Parliament and of the Council, of 18 July 2018, on integrated farm statistics and repealing Regulations (EC) no. 1166/2008 and (EU) no. 1337/2011, was established.</p> <p>According to the provisions of art. 23 para. (1) of Government Emergency Order no. 22/2020, within 90 days after it enters into force, by a Government decision, at the initiative of the National Institute of Statistics, of the General Secretariat of the Government and of the Chancellery of the Prime Minister, the amounts allocated from the state budget and categories of expenses related to each institution referred to in art. 5, para. (1), as well as other provisions on implementing the emergency order are established by a Government decision.</p> <p>Also, art. 23 para. (3) of the Government Emergency Order no. 22/2020 provides for the Government to approve the allotment from the State Budget Reserve Fund, which is at the Government's disposal, of the necessary amounts in 2020 in order to prepare the census.</p> <p>Art. 11 para. (3) of the Government Emergency Order no. 22/2020 provides for the Government to approve the template of the identification booklet that census</p>

	<p>personnel in the area will use in order to identify and certify their capacity throughout the entire enumeration period. Also, Annex no. 8 letter (s) of Government Emergency Order no. 22/2020 provides that the enumeration staff and the members of the committees of the communes, towns, municipalities and of the sectors of the Bucharest Municipality for the census shall be identified by presenting their identification booklet attesting to such capacity.</p> <p>Art. 14 of the Government Emergency Order no. 22/2020 provides for the Government to approve the consumption of fuel for institutions involved in preparing, organising and conducting the general agricultural census.</p> <p>Art. 21 para. (2) of the Government Emergency Order no. 22/2020 provides for the Government to approve the attributions of additional personnel employed with a fixed-term employment contract at the National Institute of Statistics, Ministry of Agriculture and Rural Development and their territorial bodies.</p>
2. Expected changes	<p>This normative act draft proposes the allotment from the state budget of the amount of RON 315,710 thousand for preparing, organising and conducting the general agricultural census of Romania, round 2020, consisting, according to Government Emergency Order no. 22/2020, in the preparation, organisation, collection and processing of data, purchase and provision of the hardware equipment and services necessary, the payment of the additional personnel employed with a fixed-term employment contract and of the enumeration staff on site, dissemination of the interim results of the census, validation and dissemination of the census results.</p> <p>In order to fund the expenses necessary in 2020 for preparing the census, the supplementation of the budgets of the institutions provided under art. 5 para. (1) of Government Emergency Order no. 22/2020 from the Budget Reserve Fund which is at the Government's disposal provided in the 2020 State with the amount of RON 40,777 thousand is approved, being allocated as follows:</p> <ul style="list-style-type: none"> <li>- RON 1,184 thousand for the National Institute of Statistics</li> <li>- RON 21,427 thousand for the Ministry of Agriculture and Rural Development</li> <li>- RON 2,485 thousand for the Ministry of Internal Affairs</li> </ul>

	<p>- RON 15,681 thousand for the Special Telecommunications Service.</p> <p>For conducting the general agricultural census, a monthly maximum rate of fuel consumption is established at 200 litres for one motor vehicle of each involved institution, complying with the approved budget.</p> <p>The template identification booklet for identification of the census staff on site throughout the entire enumeration period is also established by this draft government decision.</p> <p>The additional personnel employed with a fixed-term employment contract, according to art. 21 para. (1) of Government Emergency Order no. 22/2020, shall ensure:</p> <p>a) support in the fulfilment of the specific duties of the institutions provided under art. 5 para. (6) and para. (7) of Government Emergency Order no. 22/2020;</p> <p>b) technical support for the central technical secretariat and the county technical secretariats and the secretariat of the Bucharest Municipality in the fulfilment of the duties provided in Annex no. 4 and Annex no. 10 of Government Emergency order no. 22/2020.</p>
3. Other information	Not applicable
<p align="center"><b>Section 3 – Socio-economic impact of the normative act draft</b></p>	
1. Macroeconomic impact	The normative act does not refer to this topic
1 <sup>1</sup> . Impact on competitive environment and state aid	The normative act does not refer to this topic
2. Impact on business environment	The normative act does not refer to this topic
2 <sup>1</sup> . Impact on administrative tasks	Detailed and/aggregate results of the general agricultural census will be used by central and local public authorities and institutions for their own activities, eliminating other administrative costs in order to prepare them.
2 <sup>2</sup> . Impact on small and medium-sized enterprises	The normative act does not refer to this topic
3. Social impact	Results of the general agricultural census contribute to evaluating the impact of agricultural practices on the environment where the population of the country lives, such as cultivation practices, rotation of cultures or sources of greenhouse gas emissions; provide a significant foundation of information in order to monitor some key indicators of Sustainable Development Goals, especially

	goals connected to food security in agricultural exploitations, the role of women in agricultural activities and rural poverty.					
4. Impact on the environment	The normative act does not refer to this topic					
5. Other information	Not applicable					
<b>Section 4 – Financial impact on the consolidated general budget, both short-term, for the year in progress, as well as long term (5 years)</b>						
- thousands of lei -						
Indicators	Year in progress	Next 4 years				5-year average
1	2	3	4	5	6	7
1. Changes in budget revenues, gains/losses, of which:						
a) state budget, of which:	12,153.40	25,971.90	389.97			7,703.05
(i) corporate tax						
(ii) income tax	1,439.01	21,580.69	94.19			4,622.78
(iii) contributions (CASS)	2,175.40	2,974.90	144.90			1,059.04
(iv) VAT	8,538.99	1,416.31	150.88			2,021.24
b) local budgets:						
(i) corporate tax						
c) state social insurance budget:	5,927.69	8,106.86	394.84			2,885.88
(i) insurance contributions	5,927.69	8,106.86	394.84			2,885.88
2. Changes in budget expenses, gains, of which:						
a) state budget, of which:	84,697.44	228,585.78	2,426.59			63,141.96
(i) personnel expenses	22,671.59	30,502.61	1,481.59			10,931.16
(ii) goods and services	33,092.61	198,083.17	945.00			46,424.16
(iii) capital expenditures	28,933.24					5,786.65
b) local budgets						
(i) personnel expenses						
(ii) goods and services						
c) state social insurance budget:						
(i) personnel expenses						
(ii) goods and services						
3. Financial impact, gains/losses, of which:	66,616.35	194,507.03	1,641.79			52,553.03
a) state budget	66,616.35	194,507.03	1,641.79			52,553.03
b) local budgets						
4. Proposals to cover the increase of budget expenses						
5. Proposals to compensate the reduction of budget revenues						
6. Detailed calculations on substantiating changes in						

budget revenues and/or expenses						
7. Other information	<p>National Institute of Statistics and Eurostat signed a grant contract no. 2019.0212 - “Programme of Integrated Statistics of Farms, pursuant to Regulation (EU) 2018/1091 of the European Parliament and of the Council” with a performance period from 01.01.2020 to 31.03.2022.</p> <p>The total budget of the grant is 15,958,298 euro, of which co-financing for the National Institute of Statistics 11,958,298 euro and EU financing 4,000,000 euro.</p> <p>After signing the contract, the National Institute of Statistics received an advance of 2,000,000 euro, and the difference will be granted once the activities are completed, according to contractual terms.</p> <p>For this project, Budget file no. 15299 is allocated, approved in Annex 3/13/21 to the budget of the General Secretariat of the Government, in which, at the moment, the National Institute of Statistics has the following amounts:</p> <ul style="list-style-type: none"><li>- 34,500 thousand lei national funding;</li><li>- 9,420 thousand lei advance from non-reimbursable external funds.</li></ul> <p>The necessary amount still not covered for 2020 and the amounts for the years 2021-2022 will be requested by Government decision.</p>					
<b>Section 5 – Effects of the normative act draft on the law in force</b>						
1. Normative measures that are required in order to apply the provisions of the normative act draft: a) normative acts in force that will be amended or repealed, once the normative act draft enters into force; b) normative acts to be elaborated in order to implement new provisions.			Not applicable			
1 <sup>1</sup> . Compatibility of the normative act draft with law in the field of public procurement			Not applicable			
2. Compliance of the normative act draft with community law in the case of projects that transpose community provisions			The normative act does not refer to this topic			
3. Normative measures required in order to directly apply Community normative acts			The normative act does not refer to this topic			
4. Rulings of the Court of Justice of the European Union						
5. Other normative acts and/or international documents from which commitments arise			Not applicable			



6. Other information	Not applicable
<b>Section 6 – Consultations conducted in order to prepare the normative act draft</b>	
<p>1. Information about the consultation process with non-governmental organisations, research institutes and other involved bodies</p>	<p>The measures regarding the preparation, organisation, collection and processing of data, purchase and provision of the hardware equipment and services necessary, the payment of the additional personnel employed with a fixed-term employment contract and of the enumeration staff on site, dissemination of the interim results of the census, validation and dissemination of the census results, including from the standpoint of the estimated costs and the funding sources were submitted for public consultation in the process of drafting and adopting the Government Emergency Order no. 22/2020 (the normative act adopted by the Government with general applicability, within the meaning of art. 3 letter a) of Law no. 52/2003 on decisional transparency in public administration), and this draft Decision ensures the effectiveness of the Government Emergency Order no. 22/2020 with detailed provisions which are submitted by this presentation and substantiation document for endorsement by the involved institutions.</p> <p>Thus, in the process of drafting and adopting the Government Emergency Order no. 22/2020, the following institutions were consulted: National Supervisory Authority for Personal Data Processing, Special Telecommunications Service, Ministry of Internal Affairs, Ministry of Agriculture and Rural Development, Ministry of Public Works, Development and Administration (including the National Agency of Civil Servants and National Institute of Administration), National Agency for Cadastre and Land Registration, Ministry of Labour and Social Protection, Ministry of Public Finance, Ministry of Justice, Agency for Payments and Interventions in Agriculture, National Sanitary Veterinary and Food Safety Authority, National Agency for Integrity, National Union of County Councils in Romania, Association of Communes in Romania, Association of Towns in Romania, Association of Municipalities in Romania, Academy of Agricultural and Forestry Sciences „Gheorghe Ionescu-Sisești”.</p> <p>The budget shall be also endorsed by the Central Committee for the General Agricultural Census, round 2020, according to the duties provided in Annex no. 2 to GEO no. 22/2020.</p>

2. Substantiating the choice of organisations that were part of the consultation process, as well as the method in which the activity of these organisations is connected to the subject of the normative act draft	Not applicable
3. Consultations organised with authorities of the local public administration, if the normative act draft has as subject the activities of these authorities, under the terms of the Government Decision no. 521/2005 regarding the consultation procedure of associative structures within local public authorities in preparing normative act drafts	In the process of preparation and adoption of the Government Emergency Order no. 22/2020, the following associative structures within local public authorities were consulted: National Union of County Councils in Romania, Association of Municipalities in Romania Association of Towns in Romania and Association of Communes in Romania.
4. Consultations conducted within inter-ministerial councils, in accordance with the provisions of Government Decision no. 750/2005 on constituting permanent inter-ministerial councils	Not applicable
5. Information on approval from: a) Legislative Council b) Supreme Council of National Defence c) Economic and Social Council d) Competition Council e) Court of Accounts.	This normative act draft will be approved by the Legislative Council.
6. Other information	Not applicable
<b>Section 7 – Public information activities about preparing and implementing the normative act draft</b>	
1. Informing the civil society on the necessity to prepare the normative act	Transparency of the normative act draft was ensured according to the provisions of Law no. 52/2003 regarding decision-making transparency in public administration, republished, in the process of drafting and adopting the Government Emergency Order no. 22/2020 on the general agricultural census of Romania, round 2020.
2. Informing the civil society on the possible impact on the environment after implementing	Not applicable

the normative act draft, as well as the effects on the citizens' health and security or biological diversity	
3. Other information	Not applicable
<b>Section 8 - Implementation measures</b>	
1. Measures of implementing the normative act draft by central and/or local public administration authorities – establishing new bodies or extending existing competences of institutions	Not applicable
2. Other information	Not applicable

In addition to what has been presented above, we prepared the *draft of the Decision for the necessary amounts from the state budget and other provisions regarding the implementation of provisions of Government Emergency Order no. 22/2020 on general agricultural census in Romania, round 2020*, that we submit to the Government to adopt.

**Secretary General of the Government,      Head of the Chancellery of the Prime Minister**

\_\_\_\_\_  
**President of the National Institute of Statistics,**

**Tudorel ANDREI**

**FAVOURABLE APPROVAL:**

**Minister of Agriculture and Rural Development,**

\_\_\_\_\_  
**Minister of Internal Affairs,**

\_\_\_\_\_  
**Director of the Special Telecommunications Service,**

\_\_\_\_\_  
**Minister of Labor and Social Protection,**

\_\_\_\_\_  
**Minister of Public Finance,**

\_\_\_\_\_  
**Minister of Justice,**

## Annex 1b – Note with recommendations on draft Government Decision

**Note:** This draft Government Decision is following the endorsement process and the eventually changes, modifications or completions will amend it. The endorsed version of Government Decision will complete the Output report as a complementary annex.

### GOVERNMENT OF ROMANIA DECISION

regarding the amounts required from the state budget and other provisions on implementing the provisions of Government Emergency Order no. 22/2020 on general agricultural census in Romania, round 2020

*Pursuant to art. 108 of the Constitution of Romania, republished and pursuant to art. 11 para.(3), art. 14, art. 21 para. (2) and art. 23 of the Government Emergency Order no. 22/2020 on general agricultural census in Romania, round 2020,*

*the Government of Romania adopts this decision.*

**Art. 1.** - Amounts needed to prepare, organise and conduct the general agricultural census in Romania, round 2020, hereinafter referred to as census, consisting in, according to the *Government Emergency Order no. 22/2020 on general agricultural census in Romania round 2020*, preparing, organising, collecting and processing data, purchasing and ensuring necessary hardware and services, payment for additional personnel employed with fixed-term employment contract and census personnel in the area, disseminating temporary results of the census, validating and disseminating the results of the census, are financed from the state budget, through the budgets of institutions referred to in art. 5 para. (1) of the Emergency Government Order no. 22/2020 on general agricultural census in Romania round 2020.

**Art. 2.** - Amount allocated from the state budget to prepare, organise and conduct the census is 315 710 thousand lei, divided by main credit release authorities and by years according to annex no. 1.

**Art. 3. - (1)** In the amount provided for the National Institute of Statistics for the period 2020-2022 it is also included the financing granted to Romania by the European Union in the form of a grant in the amount of 4 million euro maximum, according to art. 13 "Union contribution" of Regulation (EU) no. 2018/1091 of the European Parliament and of the Council of 18 July 2018 on integrated farm statistics repealing Regulations (EC) no. 1166/2008 and (EU) no. 1337/2011.

**(2)** From the grant received from the European Union, 2 million euro is pre-financing granted after signing the grant contract, and the difference is granted once the census is completed.

**Art. 4. - (1)** In 2020, in order to finance the expenses to prepare, organise and conduct the census, it is approved to supplement the budgets of institutions referred to in art. 1 from the Budget Reserve Fund, found at the Government's disposal, provided in the state budget for 2020, as follows:

- a) budget of the General Secretariat of the Government for 2020 for the National Institute of Statistics – with the amount of 1,184 thousand lei;
- b) budget of the Ministry of Agriculture and Rural Development for 2020 – with the amount of 21,427 thousand lei;
- c) budget of the Ministry of Internal Affairs for 2020 – with the amount of 2,485 thousand lei;
- d) budget of the Special Telecommunications Service for 2020 – with the amount of 15,681 thousand lei.

**(2)** The Ministry of Public Finance is authorised to introduce, at the proposal of main credit release authorities, appropriate changes in the structure of the state budget, in the volume and structure of budgets for 2020 of institutions referred to in para. (1).

**Art.5.** Breakdown by expense categories of the amount referred to in art. 2 per each main credit release authority is done according to the structure presented in annex no. 2, at the proposal of institutions referred to in art. 1, with the approval of the Central Committee for the general agricultural census and with the approval of the main credit release authority, under the law.

**Art.6.** In order to conduct the general agricultural census, the maximum monthly quota of fuel consumption is 200 litres for a vehicle of each institution involved, in the approved budget.

**Art.7.** Additional personnel, employed with fixed-term contract, according to art. 21 para. (1) of the Government Emergency Order no. 22/2020 on the general agricultural census in Romania round 2020, ensures:

- (a) support in performing the tasks specific to each institution referred to in art. 5 para. (6) and para. (7) of the Government Emergency Order no. 22/2020 on the general agricultural census in Romania round 2020;
- (b) technical support provided to the central technical secretariat and technical secretariats of counties and Bucharest municipality in performing the tasks referred to in annex no. 4 and annex no. 10 of Government Emergency Order no. 22/2020 n the general agricultural census in Romania round 2020.

**Art.8. -** The template of the identification booklet, with which enumerators, chief enumerators and coordinators as well as members of county committees and of the Bucharest municipality committees and members of the commune, city, municipal committees, and of Bucharest municipality sector committees for the census identify themselves throughout the entire enumeration period, is presented in annex no. 3.

**Art. 9. -** Annexes no. 1-3 are an integral part of this decision.

**Annex no. 1**

The distribution by main credit release authorities and years of the amounts necessary to prepare, organise and conduct the General agricultural census in Romania round 2020

Main credit release authority	Year 2020, of which:		thousands of lei		
	As per Budget file no. 15299 for GAC2020, approved in annex 3/13/21 to the budget of GSG for 2020	Amounts allocated from the Budget Reserve Fund, at the Government's disposal, for the year 2020	Year 2021	Year 2022	Total
General Secretariat of the Government, for the National Institute of Statistics	43920	1184	22866	2427	70397
Ministry of Agriculture and Rural Development	-	21427	202212	0	223639
Ministry of Internal Affairs	-	2485	3350	0	5835
Special Telecommunications Service	-	15681	158	0	15839
TOTAL	43920	40777	228586	2427	315710

**Annex No. 2****Categories of expenses by institutions****1. NATIONAL INSTITUTE OF STATISTICS**

- a) Personnel expenses
- b) Goods and services
- c) Capital expenses

**2. MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT**

- a) Personnel expenses
- b) Goods and services

**3. MINISTRY OF INTERNAL AFFAIRS**

- a) Goods and services

**4. SPECIAL TELECOMMUNICATIONS SERVICE**

- a) Goods and services
- b) Capital expenses

### Annex No. 3

The template of the identification booklet with which enumerators, chief enumerators and coordinators as well as members of county committees and of the Bucharest municipality committees and members of the commune, city, municipal committees, and of Bucharest municipality sector committees for the census identify themselves throughout the entire enumeration period.

Side 1

ROMÂNIA

Comisia Centrală  
pentru Recensământul General Agricol  
Februarie - Aprilie 2021

Comisia județeană: .....

Comisia locală: .....

Numele și prenumele: .....

Funcția: .....

Legitimat cu CI/BI seria: ..... nr.: .....

FOTO

Data emiterii .....

Nr .....

Semnătura angajatorului .....

Side 2

Deținătorul acestei legitimații, în calitate de operator statistic este împuternicit(ă) în baza OUG nr. 22/2020, să colecteze date de la exploatațiile agricole pentru Recensământul General Agricol, runda 2020, în perioada februarie-aprilie 2021.

La colectarea și prelucrarea datelor sunt respectate prevederile Regulamentului (UE) 2016/679 privind protecția persoanelor fizice în ceea ce privește prelucrarea datelor cu caracter personal și privind libera circulație a acestor date.

## Categories of expenses by institutions

ITEMS OF EXPENSES	INS	MADR	MAI	STS
<b>I. Expenses with personnel employed for a limited term</b>				
<b>A.</b> Base salaries and other salary rights, contributions for the additional personnel employed at the central headquarters and in the counties	X	X	-	-
<b>B.</b> Delegation indemnities (per diem allowance + accommodation)	X	X	-	-
<b>II. Goods and services</b>				
<b>1.</b> Payment to the enumerators of the test census	-	X	-	-
<b>2.</b> Payment to the enumerators, chief enumerators and coordinators	-	X	-	-
<b>3.</b> Payment to the enumerators of the control survey	-	X	-	-
<b>4.</b> Paper, printing the census materials and distribution thereof	X	X	-	-
<b>5.</b> Leases of spaces for storage of the census materials, for training, additional employed personnel (including utilities costs)	X	-	X	-
<b>6.</b> Fuels and lubricants	X	X	X	X
<b>7.</b> Mailing expenses, telephone services and data transmissions etc.	X	X	X	-
<b>8.</b> Call Centre (operation)	X	-	-	X
<b>9.</b> Expenses for dissemination of the census	-	X	-	-
<b>10.</b> Expenses for customization of enumerators	-	X	-	-
<b>11.</b> Expenses for office appliances	X	X	X	-
<b>12.</b> Expenses for materials, consumables	X	-	X	-
<b>13.</b> Trips, transport	X	X	X	-
<b>14.</b> IT application (including technical assistance), entering/validation of data at territorial level and IT application for generating statistical tables at central level	-	-	-	-
<b>15.</b> Furniture, inventory items	X	-	X	-
<b>16.</b> SIM cards, external chargers, other services for tablets	X	-	-	X
<b>17.</b> Other goods and services, spare parts (contingencies 5% of the goods and services)	X	X	X	X
<b>III. Capital expenses</b>				
<b>1.</b> Computation technique plus network	X	-	-	X

Note: expenses which may be incurred by each institution are marked with "X"



**Duties of the personnel employed with fixed-term contract, according to art. 21 para. (1) of the Government Emergency Order no. 22/2020 on the general agricultural census in Romania round 2020**

**Within the National Statistics Institute (central level)**

I. Participates in the preparation, organization and execution of the general agricultural census, providing operational support to the central technical secretariat through:

a) Preparation of the general framework for the organization and implementation of the GAC 2020:

- elaboration of the instructions regarding the drawing up of lists with the farms that are subject to the review
- elaboration of the norms regarding the division of the territory of the localities in sectors and census sections

b) Preparation and testing of statistical tools, planning and monitoring of the activities of the RGA 2020:

- training of the personnel from the territorial directions of statistics and the county agricultural directions regarding the census; elaboration of the statistical instrumentation, including the classifications and the nomenclatures necessary for the census;
- preparation of the auxiliary materials necessary for the census (maps, IDs, etc.);
- ensures the preparation and use of statistical tools, IT applications (including by means of completing the electronic questionnaire to collect the data needed to train census personnel) for the test census, the actual census and the control survey;
- testing of IT applications for different stages of the census;
- monitoring the action of sectorization of the territory;
- organizing and monitoring the way of conducting the test census;
- centralizing and analyzing the reports in the territory with the information on the malfunctions detected when testing the computer applications;
- proposing solutions for the remediation and improvement of the quality of the tested applications in order to prepare the electronic data collection at the actual census;

c) Promoting the census and participating in specific organizational activities to ensure the census in the territory under optimal conditions;

d) Participation in the elaboration of the norms of selection, recruitment and training of the census personnel

e) Participation in the monitoring of the distribution in the territory of the census materials and of the statistical instrumentation (including tablets) necessary for the census personnel in the territory;

- f) Participation in the monitoring and supervision of the action of electronic data collection in the territory for the census (quality, coverage, rate of data collection and other parameters for successfully conducting the census);
- g) Participation in providing technical and methodological assistance to the personnel in the territory during the period of data collection;
- i) Ensures the operation of the Call Centre during the data collection period
- j) Processing and validating the collected data, analyzing the provisional and final results;
  - Execution of control tables for data analysis and comparison with other sources;
  - validation of data at central level;
  - elaboration of the final tables for publications;
  - approval of the tables with the definitive results of the census;
- k) Monitoring the budgetary expenses related to the census;
- l) Collaboration with other departments within the INS or with other institutions involved in conducting the census;

II. Ensures data confidentiality and the use of census results only for statistical purposes;

III. Fulfills other tasks assigned by the team to coordinate the activities for preparing, organizing and conducting the General Agricultural Census round 2020

#### **Within Ministry of Agriculture and Rural development (central level)**

I. Participates in the preparation, organization and execution of the general agricultural census, providing operational support to the central technical secretariat through:

- a) Preparation of the general framework for the organization and implementation of the RGA 2020:
  - elaboration of the project of the General Program for organizing and conducting the census;
  - elaboration of the rules for the functioning of the territorial commissions for the census;
  - elaboration of the norms regarding the division of the territory of the localities in sectors and census sections.
- b) Preparation and testing of statistical tools, planning and monitoring of the activities of the RGA 2020:
  - training of the personnel from the county agricultural directions regarding the census;
  - participation in the elaboration of the statistical instrumentation and the preparation of the auxiliary materials necessary for the census (maps, IDs, etc.);
  - monitoring the activity of sectorization of the territory of the localities in sectors and census sections;

- monitoring the way of conducting the sample census;
- analyzing the reports in the territory with the information on the malfunctions detected when testing the computer applications;
- proposing solutions for the remediation and improvement of the quality of the tested applications, from a methodological point of view, in order to prepare the electronic data collection at the actual census;

c) Elaboration of the norms of selection, recruitment, hiring and training of the census personnel for the test census, the actual census and the control investigation, as the case may be;

d) Participation in monitoring the distribution of census materials and statistical tools (including tablets) necessary for census personnel in the territory, as well as monitoring their recovery;

e) Ensure the promotion of the census through different means of publicity to ensure the census is carried out under optimal conditions;

f) Participation in the monitoring and supervision of the action of electronic data collection in the territory for the census (quality, coverage, rate of data collection and other parameters for successfully conducting the census);

g) Participation in providing methodological assistance to the personnel in the territory during the period of data collection;

h) Participation in the validation of the provisional and final results, the approval of the tables with the definitive results of the census;

i) Monitoring the budgetary expenses related to the census;

j) Collaboration with other departments within the MADR or with other institutions involved in conducting the census;

II. Ensures data confidentiality and the use of census results only for statistical

III. Performs other tasks assigned by the team to coordinate the activities of preparing, organizing and conducting the General Agricultural Census round 2020.

#### **Within the Territorial Statistics Directorates**

I. Participates in preparation, organization and carrying out of the general agricultural census, providing operational support to the county technical secretariat through:

a) Preparation and testing of statistical tools, planning and monitoring of the activities of the GAC 2020:

- training the staff of the mayors for the elaboration of the lists with the agricultural holdings; monitoring the activity of elaborating the lists of agricultural holdings, at the locality level; monitoring the activity of sectorization of the territory of localities in sectors and census sections;
- participating in trainings for the preparation and use of statistical tools, IT applications (including loading applications for data collection on the tablet), for the test/pilot census, the actual census and the control survey;
- testing of computer applications for different stages of the census, including by collecting data in the field during the test census;
- data collection within the sample census, from the distributed farms;

- centralizing and analyzing the information on the malfunctions detected when testing computer applications (including in the test census), preparing reports to remedy and improve the quality of the tested applications;
- b) Finalizing the nominal tables with persons that are the basis for selecting the census personnel;
- c) Participation in the elaboration of the organizing program and in the timely planning of the census staff's training;
- d) Participation in the training of census personnel in the territory for the electronic collection of data;
- e) Participation in the distribution and distribution of census materials and statistical tools (including tablets) necessary for census personnel in the territory;
- f) Participation in the promotion of the census by different means of publicity;
- g) Monitoring and supervising the action of electronic data collection in the territory for the census (quality, coverage, data collection rate and other parameters for successfully conducting the census, assigning the census holdings);
- i) Providing the technical and methodological assistance to the census staff during the period of data collection;
- j) Participation in the action of retrieval of the census materials and statistical tools distributed in the territory, with a view to their delivery, in accordance with the instructions of the Central Census Commission;
- k) processing and validating the collected data, and analyzing the provisional and final results at the county level;

II. Ensures data confidentiality and the use of census results only for statistical purposes;

III. It fulfills other tasks disposed by the coordination team of the activities for preparing, organizing and conducting the GAC 2020

### **Within the Territorial Agriculture Directorates**

I. Participates in the preparation, organization and carrying out of the general agricultural census, providing operational support to the county technical secretariat through:

- a) Preparation and testing of statistical tools, planning and monitoring of the activities of the GAC 2020:
  - training the staff of the mayors for the elaboration of the lists with the agricultural holdings; monitoring the activity of elaborating the lists of agricultural holdings, at the locality level; monitoring the activity of sectorization of the territory of localities in sectors and census sections;
  - participating in trainings for the use of statistical tools, IT applications, for the test census, the actual census and the control survey;
  - centralizing and analyzing the information on the malfunctions detected when testing computer applications (including in the

test/pilot census), preparing reports to remedy and improve the quality of the tested applications;

- b) Finalizing the nominal tables with persons that are the basis for selecting the census personnel; recruitment and hiring of the census personnel for actual census and the control survey, as the case may be;
- c) Participation in the elaboration of the organizing program and in the timely planning of the census staff's training;
- d) Participation in the training of census personnel in the territory for the electronic collection of data;
- e) Participation in the distribution and distribution of census materials and statistical tools (including tablets) necessary for census personnel in the territory;
- f) Ensuring the promotion of the census by different means of publicity;
- g) Participates in the monitoring of the action of electronic data collection in the territory for the census;
- j) Participation in the action of retrieval of the census materials and statistical tools distributed in the territory, with a view to their delivery, in accordance with the instructions of the Central Census Commission;
- k) Participates in the analysis and validation of the provisional and final results of the census at the county level;

II. Ensures data confidentiality and the use of census results only for statistical purposes.

III. It fulfills other tasks disposed by the coordination team of the activities for preparing, organizing and conducting the GAC 2020

## Annex 2 – Draft Implementation plan for GAC2020

### Draft Implementation plan GAC2020

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## GAC2020 Implementation Plan

### A. Objectives of GAC2020

To provide data on the structure of agricultural holdings;

To provide benchmarks in order to improve current crop and livestock statistics; and

To update the farm register to be used for sampling frames for follow-up agricultural surveys.

### B. Expected results GAC2020

Data on the structure of agriculture and to enable detailed cross-tabulations is collected processed and disseminated;

Data are available at grid level (1 km<sup>2</sup> GIS representation);

Data that can be used as a benchmark for and reconciliation of current agricultural statistics is available; and

Updated frames for agricultural sampling surveys are available;

### C. Risks Register

#### **Legal framework is in place**

They are becoming increasingly complicated and lengthy, requiring a large number of documents to be produced before any project (new activity) can even be approved to start. [1]

**C & IT resources are available and well estimated; Budget is allocated and well estimated; all other required resources are in place;**

**Human resources are available, are knowledgeable, skilled and well estimated** - The risk is thus linked to the potential lack of human resources, both enumerators with at least minimum of IT skills and INS experts. The risk can be mitigated by allocating enough resources to the project. There are no contingency measures possible, if enough resources are not available, the project risk failing. [1]

**Continuity production of data and compatibility between data produced** - INS will, in parallel, have to carry out the normal production of statistics. This can cause continuity impacts, both in data availability and time-series. This risk is not easy to mitigate, as this would require new resources, but is worth taken, as it is expected that the result of the project will benefit both producers and users of agricultural statistics. [1]

**Refusal to give information, or the giving of false or incomplete information, places the entire census operation at risk** - Active participation of all concerned persons and institutions involved in census operations, apart from their "civic responsibility", is essential. Refusal to give information, or the giving of false or incomplete information, places the entire census operation at risk. For this reason, refusal to be interviewed or to supply the data needed, giving false or incomplete information or delaying the submission of census questionnaires is a punishable act. [2]

**Inconsistencies in the National Agriculture Registry and lack of other administrative sources to support the census** – The risk must be highly considered since there is a great deal of concern of not being able to collect data from the censuses due to the manifestation of pandemic generated by COVID-19.



**Lack of proper planning** - Proper planning contributes to efficient procurement processes and reduces the risk that may lead to major delays and even additional costs. It is critical that the work plan consider financial flows of available resources, acquisition procedures, local conditions and transportation facilities. The time set for training and enumeration should be such that they are not interrupted. [2]

**Risk of breaching confidentiality as result of lack of tabulation inconsistencies** - The preparation of the tabulation plan is an iterative process: the census questionnaire and census methodology are conditioned by the data to be tabulated and, on the other hand, tables depend on census questions and census methodology. For example, if sample enumeration is used (as in the case of the modular approach or the integrated census/survey modality), tabulation for small areas or for rare items will be a challenge because of large sampling errors, lack of appropriate information and increasing risk of breaching confidentiality. [2]

**Risk of developing highly complex procedures to exhaustively find and correct all the errors** - However, there is a risk of developing highly complex procedures to exhaustively find and correct all the errors. This could have an adverse effect on the timeliness, and it is important to find the right balance. Therefore, the data editing process to correct apparently inconsistent or inaccurate census data should not lead to developing highly complex procedures that may introduce other errors and impose heavy costs in terms of a delay in the release of the data with no real improvement in the accuracy. [2]

**Risk of overburdening the census questionnaire** - The risk of expanding the census core module too much, resulting in high costs, which will reduce the relative benefits of this census modality. [2]

**Risk of bias** - The main disadvantage of pre-filled questionnaires is the risk of bias introduced because some respondents may simply accept the pre-filled data without checking them or may choose not to spend time correcting errors. [2]

**Risk related with large sectors** - If large sectors are used, (500 holdings or more spread over several square kilometers), the enumerator cannot start visiting the holdings without a pre-established order. Without a definite plan of enumeration, there is a definite risk that some holdings may be enumerated twice while others may be omitted. For this reason, in the case where a pre-census listing operation has not been done, a plan of listing is necessary before the enumerator can start calling on the holdings. If a reasonably good cartographic map is available, the enumerator may start the listing from one corner of the area and proceed systematically, say clockwise, until he/she completes the visits to all the households. In the case of urban areas, all the households are usually divided into blocks and these blocks are numbered on the maps with street names or numbers. The listing can be done by blocks, starting from a fixed point of the block. [2]

**Risk of undermining credibility** - Meeting researchers' needs, while ensuring the greatest protection for maintaining the privacy of the respondents, are prime considerations when choosing a micro-data access system. Providing access to micro-data requires that the statistical agencies balance the demands emanating from the research community with their legislated requirements to maintain the confidentiality of the information that they have collected from respondents. If the statistical agency were to fail to do this, they would run the risk of undermining their credibility and the confidence of the respondents and thus lose their support. [2]

**Risk of Identify disclosure** - Identify disclosure occurs when a direct identifier is left in the file (e.g. a name, telephone number or address) from which the identity of the respondent can be learned. Attribute disclosure occurs if an attribute or combination of attributes (e.g. a large commercial farm or type of rare crop) can be directly associated with a respondent. Persons with knowledge of the region would be likely to identify that person based on the known attributes. [2]

**Risk of residual disclosure** - Residual disclosure is yet another form of risk that must be guarded against. This occurs when successive retrievals from a file can be compared (subtracted) to isolate a respondent's value. For example, if the first retrieval contains a grouping that is 1-100 and a subsequent retrieval by the same user is for the group 1-99 and the two retrievals are compared, the single value can be identified by subtraction. This can also occur when one data retrieval is compared to a previously published table. [2]

**Risk of disclosure due to rare occurrences** - Specific risks are associated with population and sample "unique" and rare occurrences, for example, when large commercial farms or farms with legal status as juridical person can be easily identified in countries where most farms are managed by individuals. Other rare occurrences such as presence of rare crops or animals that might allow identification by linkage to other data sets. This is particularly pertinent to small island states where outliers in the data set can often be population "unique" and thus easy to identify. [2]

**Risk of disclosure thru comparison of successive retrievals** - It should be noted that there is a risk of residual disclosure when the comparison of successive retrievals may isolate individual respondents. [2]

**Risk related with the management of disclosure** - Data producers generally feel that there is less risk associated with a licensed file than a public use files, as there is more interaction with the user and a chance to ensure that the importance of the conditions is understood. Requiring the user to sign an undertaking offers more security for the data producers as most persons or organizations do not want to risk sanctions. The main disadvantage is that it requires a person or an IT tool to manage the licensing process. [2]

#### **COVID-19 or similar pandemic**

Immediate actions taken put on lockdown several countries. The situation in Romania will depend on health system capacity and capability to answer this challenge. The length of pandemic will affect national and local specific projects. The risk of infection could postpone all activities for several months, and this hypothesis should be considered.

Sources:

[1] Strategy for agricultural statistics for 2020 and beyond, EUROPEAN COMMISSION, EUROSTAT, Directorate E: Sectoral and regional statistics, Unit E-1: Agriculture and fisheries

[2] WORLD PROGRAMME FOR THE CENSUS OF AGRICULTURE 2020 VOLUME 2, Operational guidelines, FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS, Rome, 2018

## D. GAC2020 Activities and Sub-activities Inventory

### Important Note:

Deadlines set for all activities were considered under normal social, economic and political environment and should be reconsidered according to the evolution of the situation related to COVID 19 pandemic.

Since development of inventory new circumstances are in place and less predictability is available for the upcoming 6-12 months, respectively: state of emergency and its implications, the dates of local and parliamentary elections that are uncertain - which may affect the entire planning, postponement of the test census; the unavailability of the tablets from STS if the elections overlap with the collection period already established by the Emergency Ordinance 22.

The new planning terms cannot be restored now, by completing the "Extended deadline" column, due to the lack of certain information about the situation in the coming months. The updated plan, once will be available, will be added to Output report as complementary annex.

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
A. DESIGNING THE INFRASTRUCTURE AND PLANNING THE ACTIVITIES OF THE GAC			
1. Identifying the role of the GAC as a component of the integrated system of statistical research in agriculture		December 31, 2018	
2. Establishing the objectives of the GAC and the general strategy thereof		December 31, 2018	
3. Defining the data collection methodology and methods, the necessary IT infrastructure		January 31, 2020	April 30, 2020
4. Elaboration of the implementation plan of the GAC			
5. Establishing the institutional framework	January 1, 2019	December 31, 2019	
5.1. Identifying and consulting the main responsible institutions and establishing their duties	January 1, 2018	December 31, 2019	
5.2. Establishing and substantiating the necessary additional personnel, on determined period		December 31, 2019	
5.3. Update/elaboration and signing of the protocols with the main collaborating and support institutions (administrative data sources)		June 30, 2020	
6. Establishing the budget for performance of the GAC and deciding on the financing sources		May 31, 2020	
7. Elaboration of the necessary legal framework and promotion thereof			
7.1. Law/GEO on the performance of the 2020 round of the GAC		February 29, 2020	

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
7.2. GD on the budget necessary for performance of the GAC2020 (including the establishment of the manner of payment of the census personnel and settlement of the travel expenses)		May 31, 2020	
8. Budget monitoring and revision		March 31, 2022	
9. Establishment and activation of the central and territorial committees and secretariats for the GAC			
9.1. Establishment of the Central Census Committee (CC)		February 27, 2020	
9.2. Establishment of the Central Technical Secretariat of the CC (STC)		March 3, 2020	
9.3. Establishing the territorial census committees (CJR, CMBR) (20 days as of publication of the GEO in the OG)		March 3, 2020	
9.4. Establishing the County Technical Secretariats of the CJR and the CMBR (STJ)  (5 days as of the establishment of the CJR and the CMBR)		March 9, 2020	
9.5. Establishing the local committees (CCOMR) - - (30 days as of publication of the GEO in the OG)		March 13, 2020	
9.6. Elaboration of the norms of operation of the territorial census committees and of the county technical secretariats		April 30, 2020	
9.7. Elaboration of the General programme of organization and performance of the GAC (including a system of communication and reporting between the established committees and secretariats; reports by activities		May 31, 2020	
10. Monitoring and revision of the plan of organization and performance	March 1, 2020	March 31, 2022	
11. Recruitment and employment of the additional personnel for determined term	March 1, 2020	June 30, 2020	
11.1. Recruitment of additional personnel in accordance with GEO 22/2020 for the GAC 2020	March 1, 2020	June 30, 2020	
11.2. ALOP for additional personnel on determined period	March 31, 2020	March 31, 2022	
12. Development and implementation of the advertising campaign for GAC 2020		March 31, 2021	
12.1. Elaboration of the programme of popularization/advertising, including identifying the locations for display/distribution of advertising materials		August 31, 2020	

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
12.2. Design of posters and other popularization/advertising materials	August 1, 2020	March 31, 2021	
12.3. Display/distribution of popularization materials	August 1, 2020	March 31, 2021	
12.4. Elaboration of papers on the importance of the census and broadcasting of commercials in the mass-media	September 1, 2019	March 31, 2021	
13. Design of the data quality assurance framework	September 1, 2019	March 31, 2021	
13.1. Territorial sectoring of the localities for reviewing - Lists of agricultural holdings	March 31, 2020	September 30, 2020	
a) - Design of the forms necessary to elaborate the lists of agricultural holdings		April 30, 2020	
B) - Analysis of the activity of filling in and update of the agricultural records		March 31, 2020	
c) - Ensuring the verification, filling in and update of street nomenclature elements, respectively of names of roads, streets, and administrative addresses, as well as the establishment of the limits of administrative-territorial units.		August 31, 2020	
d) - Training the personnel of city halls, who shall elaborate the lists of agricultural holdings		July 31, 2020	
e) - Elaboration of the lists and transmission of the centralizers to STJ, (STMB)		August 31, 2020	
f) - Takeover of the lists of agricultural holdings that applied for subsidies accompanied by the GIS coordinates and comparing them with the list of agricultural holdings elaborated on the basis of the agricultural register.		June 30, 2020	
g) - Centralizing the list at county level and transmission thereof to the STC		August 31, 2020	
h) - Centralizing the data at country level, establishing the size of a sector and the number of census sectors at county level		September 30, 2020	
13.1. Sectoring the territory of localities	April 30, 2020	October 31, 2020	
a) - Elaboration of the sectoring instructions and sending them to the counties		April 30, 2020	
b) - Training at county level with the delegates of the city halls and the presidents of CCOMR, based on the instructions received from STC		September 30, 2020	
c) - Elaboration of the territory sectoring papers for the localities and transmission thereof to CJR (CMBR)		September 30, 2020	

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
d) - Centralizing the sectoring papers, transmission thereof to STC (STMB)		October 31, 2020	
e) - Verification of the papers received from STJ, approval of the number of census sectors, by counties (distribution of the number of reviewers, chief reviewers and coordinators)		October 31, 2020	
13.1. Quality procedures for the 5 quality dimensions	September 1, 2019	March 31, 2021	
14. Preparation of maps, georeferencing methodology	September 1, 2019	February 28, 2021	
15. Development of information requirements for -data editing (validation, corrections, input, estimation, etc.), and -development of table plan (table models design) (Deadline A7e = September 2019 - February 2022)	September 1, 2019	October 31, 2020	
16. Design and testing of data collection application (including electronic questionnaire); preparation of user and filling in instruction manuals (statistical instruments), training of INS and DTS personnel for use - (Deadline A7e = September 2019 - February 2022)	September 1, 2019	April 30, 2020	
16.1. Elaboration of information requirements for the design of the electronic questionnaire		October 31, 2019	
16.2. Elaboration of information requirements for monitoring the data collection activity		January 31, 2020	
16.3. Design of the electronic questionnaire		March 31, 2020	
16.4. Design of the monitoring system for the data collection activity		May 31, 2020	
16.5. Elaboration of the enumerator's manual, of the methodological guide and of the instructions for the control survey (as applicable)	March 31, 2020	November 30, 2020	
16.6. Elaboration of auxiliary materials (IDs, notifications, letters, norms regarding the people participating to the census, etc.)		October 31, 2020	
16.7. Testing the statistical instruments at DTS (prior to the pilot)	March 1, 2020	April 30, 2020	
16.8. Completion of the statistical instruments (after the pilot)		October 31, 2020	
16.9. Training the personnel of to use the purchased computer applications and the computer infrastructure components (Train of trainers).	April 30, 2020	October 31, 2020	

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
16.10. Printing the statistical instruments, as applicable (for the pilot and the actual census) - guide, manual, questionnaire for the UPJ	April 30, 2020	February 28, 2021	
a) Establishing the necessary census materials by communes, cities, municipalities, districts of Bucharest (tablets, the enumerator's manual, the methodological guide, nomenclatures, auxiliary materials). Communication of the needs to the STC.		October 31, 2020	
b) Establishing the necessary census materials by counties		October 31, 2020	
c) Printing the census materials and distribution thereof in the territory (excluding the tablets)		September 30, 2020	
17. Development and testing of the integrated IT processing system (editing and tables, dissemination), IT infrastructure procurement, training of INS and DTS personnel for use - (Deadline of A7e = September 2019 - February 2022)	September 1, 2019	October 31, 2020	
17.1. Elaboration of information system requirements			
17.2. Procurement and operationalization of the information system			
17.3. Development of editing application (validation, corrections, estimate, input, etc.)			
17.4. Development of table application, dissemination			
17.5. Training of INS and DTS personnel for use			
18. Establishing the necessary additional spaces, renting/preparing the spaces, as applicable, for the personnel, storage, trainings, working procedures, etc.		September 30, 2020	
19. Call Center		January 31, 2021	
19.1. Procurement of the infrastructure components necessary for the call center		June 1, 2020	
19.2. Call center operationalization		December 31, 2020	
<b>B. FIELD ACTIVITY</b>			
<b>1. PERFORMING THE TEST CENSUS (PILOT)</b>			
1.1. Procurement - tablets, SIM cards, etc.	April 1, 2020	May 31, 2020	
1.2. Elaboration and transmission of the instructions for recruiting the census personnel		March 31, 2020	
1.3. Selecting the census sectors for the test census - pilot		April 30, 2020	

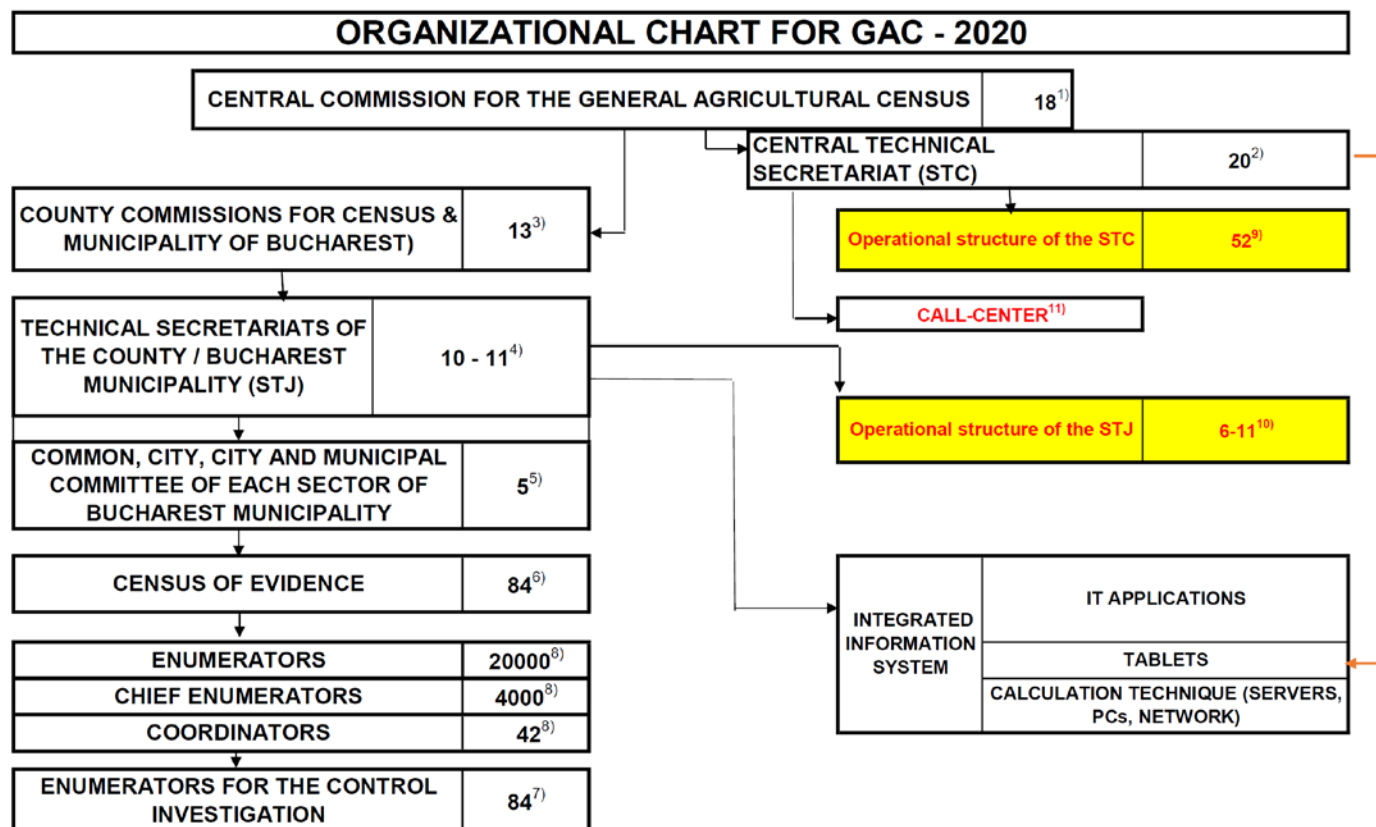
Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
1.4. Recruitment, employment and training of the personnel that shall perform the test census		April 30, 2020	
1.5. Ensuring the statistical instruments for performance of the test census in the field (dissemination)		April 30, 2020	
1.6. Performance of the test census at the agricultural holdings of the selected sectors	May 1, 2020	June 30, 2020	December 31, 2020
1.7. Processing the data from the test census		June 30, 2020	
1.8. Assessment of the results and establishing the possible measures for improvement		July 31, 2020	
2. RECRUITMENT OF THE PERSONNEL TO REVIEW THE HOLDINGS			
2.1. Establishing the manner of recruitment and selection of the census personnel (establishing the working procedure, the locations, the knowledge verification themes, etc.)		September 3, 2020	
2.2. Recruitment of the census personnel		December 31, 2020	
2.3. Selection of the census personnel	November 1, 2020	December 31, 2020	
2.4. Employment of the census personnel	December 1, 2020	January 31, 2021	
3. PREPARATION AND REVIEWING OF AGRICULTURAL HOLDINGS			
3.1. Monitoring the distribution of the census instruments (including tablets) at county level	December 1, 2020	January 31, 2021	
3.2. Monitoring the distribution of the census instruments (including tablets) to the census personnel		January 31, 2021	
3.3. Training with the main issues related to the performance of the GAC, at central level, with the delegations of CJR, CMBR, whom shall in their turn hold the trainings organized for every county		October 31, 2020	
3.4. Training on every county with participation of the presidents of the territorial census committees, the enumerator, the chief enumerator, the coordinators	November 1, 2020	January 31, 2021	
3.5. Census of the agricultural holdings	February 1, 2021	April 30, 2021	
3.6. Travels and communication in the county/locality for the actions of preparation/training and reviewing (fuels, post expenses, telephone expenses)			
3.7. Monitoring, at local, county, and central level, the collection of data from the agricultural	February 1, 2021	April 30, 2021	



Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
holdings, including their quality (SuSo application and alternatives, for those with no access to an IT system - DAJ, chief enumerators, coordinators)			
3.8. Receipt/delivery of the materials used in the census/tablets		April 30, 2021	
4. PERFORMANCE OF THE CONTROL SURVEY			
4.1. Recruitment and training of the personnel that shall perform the Control survey		April 30, 2021	
4.2. Performance of the Control survey at the agricultural holdings of the selected sectors		May 31, 2021	
4.3. Data processing		June 30, 2021	
4.4. Analysis of the results and conclusions		June 30, 2021	
C. PROCESSING THE INFORMATION, DATA ANALYSIS, DISSEMINATION OF THE RESULTS			
1. At county level			
1.1. - Analysis and validation of the reviewed data at county level		September 30, 2021	
2. At central level			
2.1. - Monitoring the process of processing and logical validation of data, according to processing requirements, at county level	May 1, 2021	June 30, 2021	
2.2. - Performing the logical control and solving the errors		July 31, 2021	
2.3. - Elaboration of the control tables, verification and analysis of the data at country level		November 30, 2021	
2.4. - Making automatic corrections, resulting from the analysis of the centralized data		December 31, 2021	
2.5. - Validation of the final results of the GAC		January 31, 2022	
3. Archiving primary data, microdata protection		March 31, 2022	
D. DISSEMINATION OF THE FINAL RESULTS			
1. - Presentation of the provisional results and submitting them for approval to the CCR		February 28, 2022	
2. - Disseminating the provisional results by press release		February 28, 2022	
3. Disseminating the results for Eurostat			
3.1. - Preparation of the Eurofarm file		February 28, 2022	
3.2. - Applying the Eurostat procedures of classification to build the typology of agricultural holdings		March 31, 2022	

Activities and sub-activities	Planning		
	Start	Planned End	Extended deadline
3.3. - Transmitting the Eurofarm file to Eurostat with the requested data		March 31, 2022	
4. Elaboration of the editorial plan for publication of the final results of the GAC		January 31, 2022	
5. Dissemination of the final results Press release		March 31, 2022	
6. Publications – Volume I - “General data of the 2020 General Agricultural Census at national level”; Volume II - “General data, on macro-regions, development regions and counties”		September 30, 2022	

## E. Organizational Chart for GAC2020



1) It is established within 15 days from the entry into force of the legal framework and ceases its activity 5 days after the publication of the provisional results; composition according to the annex no. 1 of OUG22 / 2020

2) It is organized by the Central Commission and works until the census is completed; componneta cf Annex 3 of GEO 22/2020

3) It is constituted within 20 days from the entry into force of the GEO and ceases its activity once the final results are published; composition according to Annex no. 5 of GEO 22/2020

4) It is established within 5 days after the constitution of the County Commission and of the Bucharest municipality; composition according to Annex no.7 of GEO 22/2020 and additional staff

5) It is constituted within 30 days from the entry into force of GEO 22/2020 and ceases its activity once the final results are published; composition according to Annex no. 6 of GEO 22/2020,

6) The activity takes place in May 2020

7) The activity is carried out in May 2021

8) The activity runs between February and April 2021

9) Permanent personnel from INS and staff employed with individual employment contract according to Annex 13 of GEO 22/2020

10) Permanent personnel from DTS and personnel employed with individual employment contract according to Annex 13 of GEO 22/2020

11) It runs between January and April 2021

Note: the number of persons is entered in the boxes

## F. GANTT Chart

See extended chart by click on it

Activities and sub-activities	Planned		Achieved		2020													
	Start	Completion	Final deadline	Start	Completion	Final deadline	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
A. DESIGNING THE INFRASTRUCTURE AND PLANNING THE ACTIVITIES OF THE GAC																		
1. Identifying the role of the GAC as a component of the integrated system of statistical research in agriculture			12/31/2018															
2. Establishing the objectives of the GAC and the general strategy thereof			12/31/2018															
3. Defining the data collection methodology and methods, the necessary IT infrastructure			1/31/2020				■											
4. Elaboration of the implementation plan of the GAC																		
5. Establishing the institutional framework (Identifying and consulting the responsible institutions; Establishing and substantiating the necessary additional personnel, on determined period; Update/elaboration and signing of the protocols with the main collaborating and support institutions - administrative data sources)	1/1/2019	12/31/2019																
6. Establishing the budget for performance of the GAC and deciding on the financing sources			5/31/2020								■							
7. Elaboration of the necessary legal framework and promotion thereof (Law/GEO; GD on the budget necessary to conduct of the GAC2020)			5/31/2020								■							
8. Budget monitoring and revision			3/31/2022															
9. Establishment and activation of the central and territorial committees and secretariats for the GAC (CCRGA2020; STC; CJR; CMBR; STJ; CCOMR; elaboration of the norms of operation for these structures; elaboration of the General programme of organization and performance of the GAC)			5/31/2020								■							
10. Monitoring and revision of the plan of organization and performance	3/1/2020	3/31/2022																
11. Recruitment and employment of the additional personnel for determined term	3/1/2020	6/30/2020																
12. Development and implementation of the advertising campaign for GAC 2020 (elaboration of the programme of popularization, design and distribution of posters and commercials)			3/31/2021															
13. Design of the data quality assurance framework (territorial sectoring with all stages, including the quality procedures)	9/1/2019	3/31/2021																
14. Preparation of maps, georeferencing methodology	9/1/2019	2/28/2021																
15. Development of information requirements for -data editing (validation, corrections, input, estimation, etc.), and -development of table plan (table models design)	9/1/2019	10/31/2020																
16. Design and testing of data collection application (including electronic questionnaire); preparation of user and filling in instruction manuals (statistical instruments), training of INS and DTS personnel for use	9/1/2019	4/30/2020																
17. Development and testing of the integrated IT processing system (editing and tables, dissemination), IT infrastructure procurement, training of INS and DTS personnel for use - (Deadline of A7e = September 2019 - February 2022)	9/1/2019	10/31/2020																
18. Establishing the necessary additional spaces, renting/preparing the spaces, as applicable, for the personnel, storage, trainings, working procedures, etc.		9/30/2020																
19. Call Center (components procurement; operationalization)			1/31/2021															
B. FIELD ACTIVITY																		
1. PERFORMING THE TEST CENSUS (PILOT)	4/1/2020	6/30/2020																
2. RECRUITMENT OF THE PERSONNEL TO REVIEW THE HOLDINGS	11/1/2020	1/31/2021																
3. PREPARATION AND REVIEWING OF AGRICULTURAL HOLDINGS	11/1/2020	4/30/2021																
4. PERFORMANCE OF THE CONTROL SURVEY			6/30/2021															
C. PROCESSING THE INFORMATION, DATA ANALYSIS (processing and logical validation of data; elaboration of the control tables; verification and analysis, corrections, validation)																		
1. At county level			9/30/2021															
2. At central level	5/1/2021	12/31/2021																
3. Archiving primary data, microdata protection			3/31/2022															
D. DISSEMINATION OF THE FINAL RESULTS																		
1. Presentation of the provisional results and submitting them for approval to the CCR			2/28/2022															
2. Disseminating the provisional results by press release			2/28/2022															
3. Disseminating the results for Eurostat			3/31/2022															
4. Elaboration of the editorial plan for publication of the final results of the GAC			1/31/2022															
5. Dissemination of the final results Press release			3/31/2022															
6. Dissemination via publications																		
Volumes -1 "General data of the 2020 General Agricultural Census at national level"; -2 "General data, on macro-regions, development regions and counties"			9/30/2022															



### Working with the monitoring tool for GAC2020

When open the XSLX file "**Output 2b Implementation plan for GAC2020**", all activities are listed in the first sheet, "Monitoring" together with a GANTT chart.

There are two types of activities:

- Activities provided with a start and an end date, ended with an immediate result (output, product) or completing a process (unique, repetitive, other)**

As example we can look to activity A.11 "Recruitment and employment of the additional personnel for determined term". It is planned to start on 01.03.2020 and to end on 30.06.2020. As such it will be represented in the GANTT chart with a blue line from march 2020 till June 2020.

Planned			2020				
Start	Completion	Final deadline	feb.20	mar.20	apr.20	mai.20	iun.20
01.03.2020	30.06.2020						

- Activities provided only with an end date (milestones) for a product or process.**

Such activities, like activity A.6. "Establishing the budget for performance of the GAC and deciding on the financing sources" that is planned to end on 31.05.2020, are represented in the GANTT chart with a dot in a square.

Planned			2020				
Start	Completion	Final deadline	feb.20	mar.20	apr.20	mai.20	iun.20
		31.05.2020				●	

During monitoring period, the responsible person will fill in the corresponding fields for each activity in the "Achieved" section.

For example, we will assume that activity A.11 started on 02.03.2020 and was completed earlier on 22.05.2020. We can observe that the corresponding period highlighted in grey.

Planned			Achieved					2020		
Start	Completion	Final deadline	Start	Completion	Final deadline	feb.20	mar.20	apr.20	mai.20	iun.20
01.03.2020	30.06.2020		02.03.2020	22.05.2020						

However, if we assume that activity A.11 started on 02.03.2020 and was completed later than expected on 22.07.2020 we will observe that the extra month is highlighted in red.

Planned			Achieved					2020		
Start	Completion	Final deadline	Start	Completion	Final deadline	feb.20	mar.20	apr.20	mai.20	iun.20
01.03.2020	30.06.2020		02.03.2020	22.07.2020						

The second type of activities, if ended in time, will be represented with a black small square in a large square close with the sign with the small black dot in the large square.

Planned			Achieved					2020		
Start	Completion	Final deadline	Start	Completion	Final deadline	feb.20	mar.20	apr.20	mai.20	iun.20
		31.05.2020			25.05.2020				■	

The same sign will appear in the column for the corresponding month if the activity will end earlier than planned.

Same will be seen if the activity ends later than planned.

## Other features

- [illegible]

- |  |   |
|--|---|
|  | <b>ACTIVITIES / SUBACTIVITIES GENERAL</b> |
|  | REVISED BASED ON INPUTS OF WORKSHOPS 31   |
|  | version of: 02 aprilie 2020               |

- | Activities and sub-activities |   | Planned    |            |                | Achieved   |            |                |
|-------------------------------|---|------------|------------|----------------|------------|------------|----------------|
|                               |   | Start      | Completion | Final deadline | Start      | Completion | Final deadline |
|                               | 10. Monitoring and revision of                        | 01.03.2020 | 31.03.2022 |                | 01.03.2020 | 31.02.2022 |                |
|                               | 11. Recruitment and employment                        | 01.03.2020 | 30.06.2020 |                |            |            |                |
|                               | 12. Development and implementation of the advertising |            |            | 31.03.2021     |            |            |                |

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## G. Relations Matrix

- INS - National Institute of Statistics
- DTS - Territorial Statistics Directorates
- MADR - Ministry of Agriculture and Rural Development
- STS - Special Telecommunications Service
- MAI - Ministry of Internal Affairs
- APIA - Agency of Payments and Intervention for Agriculture
- AFIR - Agency for Financing of Rural Investments
- ANSVSA - National Sanitary and Veterinary and Food Safety Agency
- CC - Central Committee for the General Agricultural Census
- DAJ - County Agriculture Directorates
- CJR - County Census Committee
- CMBR - Bucharest Census Committee
- STC - Central Technical Secretariat
- STJ - County Technical Secretariat and for Bucharest
- STMB - Technical Secretariat of Bucharest
- ANCPI -National Agency for Cadastre and Real Estate Advertising
- CCOMR - Census Committee of Communes, Cities, Municipalities and of the Districts of Bucharest

The Relation Matrix is available here – [Output 2b Implementation Plan GAC2020](#)

**R - Responsible; C – Contributes**

Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
A. DESIGNING THE INFRASTRUCTURE AND PLANNING THE ACTIVITIES OF THE GAC	R		C		C	C											
1. Identifying the role of the GAC as a component of the integrated system of statistical research in agriculture	R															R	
2. Establishing the objectives of the GAC and the general strategy thereof	R		C		C	C										R	
3. Defining the data collection methodology and methods, the necessary IT infrastructure	R		C		C	C										R	
4. Elaboration of the implementation plan of the GAC	R		C		C	C							C			R	C
5. Establishing the institutional framework (Identifying and consulting the responsible institutions; Establishing and substantiating the necessary additional personnel, on determined period; Update/elaboration and signing of the protocols with the main collaborating	R	R	R	R	C	C										R	C



Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
and support institutions - administrative data sources)																	
6. Establishing the budget for performance of the GAC and deciding on the financing sources	R		C		C	C							C			R	C
7. Elaboration of the necessary legal framework and promotion thereof (Law/GEO; GD on the budget necessary to conduct of the GAC2020)	R		R		R	R							C			R	
8. Budget monitoring and revision	R	R	R	R	R	R							C			R	
9. Establishment and activation of the central and territorial committees and secretariats for the GAC (CCRG2020; STC; CJR; CMBR; STJ; CCOMR; elaboration of the norms of operation for these structures; elaboration of the General programme of organization and performance of the GAC)	R	R	R	R	R	R	R	R	R	R	R	R	C	R	R	R	R
10. Monitoring and revision of the plan of organization and performance	R	R	R	C	R	R							R	C	C	R	C
11. Recruitment and employment of the additional	R	R	R	R									C	R	R	R	R

Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
personnel for determined term																	
12. Development and implementation of the advertising campaign for GAC 2020 (elaboration of the programme of popularization, design and distribution of posters and commercials)	C	C	R	C			C	C	C	C	C	C	C	C	C	R	C
13. Design of the data quality assurance framework (territorial sectoring with all stages, including the quality procedures)	R	R	C	C			C	C			C	R	C	R	R	R	R
14. Preparation of maps, georeferencing methodology	R	C					C			C						R	C
15. Development of information requirements for - data editing (validation, corrections, input, estimation, etc.), and -development of table plan (table models design)	R															R	C
16. Design and testing of data collection application (including electronic questionnaire); preparation of user and filling in instruction manuals (statistical	R	R	C	C								C				R	R

Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
instruments), training of INS and DTS personnel for use																	
17. Development and testing of the integrated IT processing system (editing and tables, dissemination), IT infrastructure procurement, training of INS and DTS personnel for use - (Deadline of A7e = September 2019 - February 2022)	R	C														R	R
18. Establishing the necessary additional spaces, renting/preparing the spaces, as applicable, for the personnel, storage, trainings, working procedures, etc.		R		R							R			R	R		R
19. Call Center (components procurement; operationalization)	R				R											R	
<b>B. FIELD ACTIVITY</b>																	
1. PERFORMING THE TEST CENSUS (PILOT)	R	R	C	C	C						C		C	R	R	R	R
2. RECRUITMENT OF THE PERSONNEL TO ENUMERATE THE HOLDINGS	C	R	R	R							C	C	C	R	R	C	R
3. PREPARATION AND ENUMERATE OF AGRICULTURAL HOLDINGS	R	R	R	R							R	R	C	R	R	R	R

Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
4. PERFORMANCE OF THE CONTROL SURVEY	R	C	C	C									C	R	R	R	R
C. PROCESSING THE INFORMATION, DATA ANALYSIS (processing and logical validation of data; elaboration of the control tables; verification and analysis, corrections, validation)																R	C
1. At county level	C	R	C	C										C	C	C	R
2. At central level	R	C	C	C									C			R	C
3. Archiving primary data, microdata protection	R													C	C	R	C
D. DISSEMINATION OF THE FINAL RESULTS																	
1. Presentation of the provisional results and submitting them for approval to the CCR	R		R										C			R	C
2. Disseminating the provisional results by press release	R	C											C			R	
3. Disseminating the results for Eurostat	R															R	
4. Elaboration of the editorial plan for publication of the final results of the GAC	R															R	
5. Dissemination of the final results Press release	R															R	

Activities and sub-activities	INS	DTS	MADR	DAJ	STS	MAI	APIA	AFIR	ANSVSA	ANCPI	Prefects	Mayors	CC	CJR	CCOMR	STC	STJ
														CMBR			STMB
6. Dissemination via publications Volumes -1 "General data of the 2020 General Agricultural Census at national level"; -2 "General data, on macro-regions, development regions and counties"	R																

## H. Budget

Budgeting of implementation plan activities, was elaborated to answer the needs of GAC2020.

- As a starting point it was used the budget allocation on the partner institutions, in the structure by expenditure categories, as it was substantiated by the INS and was debated and ammended during workshops held with DTS, MADR and MAI.
- For each partner institution, and main activity, the resource consumption by type of expenditure was estimated in cooperation with INS specialists.
- The evaluation was done in percentages and expressed the weight of each category of expenditure in the total of each main activity.
- An EXCEL model was developed that allowed the percentages to be transformed into absolute amounts and the totalization of expenditures by institutions, years and main activities was generated.
- In the table made available to the INS, only the total figures for each main activity are presented.

The EXCEL model is available for consulting - [Output 2b Budget for GAC2020 Implementation Plan](#)

Activities and sub-activities	Budget allocations '000 Lei
<b>TOTAL</b>	<b>315,709.82</b>
<b>A. DESIGNING THE INFRASTRUCTURE AND PLANNING THE ACTIVITIES OF THE GAC</b>	<b>70,031.45</b>
1. Identifying the role of the GAC as a component of the integrated system of statistical research in agriculture	
2. Establishing the objectives of the GAC and the general strategy thereof	
3. Defining the data collection methodology and methods, the necessary IT infrastructure	
4. Elaboration of the implementation plan of the GAC	
5. Establishing the institutional framework (Identifying and consulting the responsible institutions; Establishing and substantiating the necessary additional personnel, on determined period; Update/elaboration and signing of the protocols with the main collaborating and support institutions - administrative data sources)	
6. Establishing the budget for performance of the GAC and deciding on the financing sources	
7. Elaboration of the necessary legal framework and promotion thereof (Law/GEO; GD on the budget necessary to conduct of the GAC2020)	
8. Budget monitoring and revision	309.80
9. Establishment and activation of the central and territorial committees and secretariats for the GAC (CCRGA2020; STC; CJR; CMBR; STJ; CCOMR; elaboration of the norms of operation for these structures; elaboration of the General programme of organization and performance of the GAC)	759.80
10. Monitoring and revision of the plan of organization and performance	2,847.22
11. Recruitment and employment of the additional personnel for determined term	158.99
12. Development and implementation of the advertising campaign for GAC 2020 (elaboration of the programme of popularization, design and distribution of posters and commercials)	7,025.45
13. Design of the data quality assurance framework (territorial sectoring with all stages, including the quality procedures)	15,403.56
14. Preparation of maps, georeferencing methodology	50.00

Activities and sub-activities	Budget allocations '000 Lei
15. Development of information requirements for -data editing (validation, corrections, input, estimation, etc.), and - development of table plan (table models design)	50.00
16. Design and testing of data collection application (including electronic questionnaire); preparation of user and filling in instruction manuals (statistical instruments), training of INS and DTS personnel for use	2,903.21
17. Development and testing of the integrated IT processing system (editing and tables, dissemination), IT infrastructure procurement, training of INS and DTS personnel for use - (Deadline of A7e = September 2019 - February 2022)	24,663.16
18. Establishing the necessary additional spaces, renting/preparing the spaces, as applicable, for the personnel, storage, trainings, working procedures, etc.	8,089.39
19. Call Center (components procurement; operationalization)	7,770.87
<b>B. FIELD ACTIVITY</b>	<b>226,440.22</b>
1. PERFORMING THE TEST CENSUS (PILOT)	8,000.02
2. RECRUITMENT OF THE PERSONNEL TO REVIEW THE HOLDINGS	4,906.52
3. PREPARATION AND REVIEWING OF AGRICULTURAL HOLDINGS	210,375.84
4. PERFORMANCE OF THE CONTROL SURVEY	3,157.83
<b>C. PROCESSING THE INFORMATION, DATA ANALYSIS (processing and logical validation of data; elaboration of the control tables; verification and analysis, corrections, validation)</b>	<b>18,514.32</b>
1. At county level	
2. At central level	
3. Archiving primary data, microdata protection	
<b>D. DISSEMINATION OF THE FINAL RESULTS</b>	<b>723.82</b>
1. Presentation of the provisional results and submitting them for approval to the CCR	
2. Disseminating the provisional results by press release	
3. Disseminating the results for Eurostat	
4. Elaboration of the editorial plan for publication of the final results of the GAC	



Activities and sub-activities	Budget allocations '000 Lei
5. Dissemination of the final results Press release	
6. Dissemination via publications Volumes -1 "General data of the 2020 General Agricultural Census at national level"; -2 "General data, on macro-regions, development regions and counties"	

## Annex 3 – Report of workshops on GAC2020 draft legislation

## ACTIVITY REPORT

On the workshop

Activity A4 - Elaboration of the law on the general agricultural census  
(RGA 2020) and the secondary legislation

CONRENA Project

### 1. Project / contract identification data

Program	ADMINISTRATIVE CAPACITY OPERATIONAL PROGRAM
Project name	CONRENA – „CONSOLIDATION OF THE NATIONAL STATISTICAL SYSTEM AND MODERNIZATION OF THE STATISTICAL PRODUCTION PROCESSES FOR THE PERFORMANCE OF NATIONAL CENSUSES”
Contract reference	SIPOCA Code 598/MySMIS Code 127577 Financing agreement no. 430/September 17, 2019

### 2. Experts identification data

Name	Costel Todor	Mircea Tulea	Munir Sheikh
Position	Strategic Planning Expert	Budget Expert	Statistics Organization Expert

### 3. Summarizing the work performed during the reporting period

No,	Activity name	Activities provided	Results / developed materials / deliverables
1.	Workshop preparation	Workshop materials preparation, presentations, workshop support, case studies	<ul style="list-style-type: none"><li>• Presentation of the workshop (objectives, expected results,</li><li>• Case studies.</li><li>• Preliminary draft government decision,</li><li>• Preliminary budget proposal</li><li>• Preliminary activities inventory</li></ul>

2.	<b>Workshop implementation</b>	<p>Presentation of the workshop:</p> <ul style="list-style-type: none"> <li>• objectives;</li> <li>• expected results;</li> </ul> <p>Horizontal themes: sustainable development, equal opportunities, non- discrimination</p> <p>EU legal framework</p> <p>National legal framework</p> <p>Responsibilities regarding the preparation and performance of GAC2020</p> <p>International best practice</p> <p>General principles</p> <p>Secondary legislation</p> <ul style="list-style-type: none"> <li>• Draft GD</li> <li>• Substantiation note</li> </ul> <p>Inventory of activities; precursor of implementation plan</p> <p>Budgeting the activities</p>	<p>Lesson learned and best practices on previous censuses;</p> <p>Conclusions on assessment on the use of information technology;</p> <p>Comparison with international best practices</p> <p>Analysed draft GD</p>
3.	<b>Workshop results' assessment</b>	<p>- evaluation of best practices and lessons learned included on draft implementation plan, budget and bylaw;</p>	<p>Updated inventory of activities</p> <p>Updated list of needs and budgetary requirements</p> <p>Consolidated draft substantiation note for GD and bylaw</p> <p>Workshop activity report</p>

#### ***4. Breakdown of activities carried out***

##### **WORKSHOP PREPARATION**

Preparation of the workshop was scheduled and implemented during October, 2019 – materials and logistics (content, case studies, preliminary inventory of activities part of implementation plan, preliminary consultation of DTS on inventory of activities and budgetary needs,) including prints for all the participants.

A questionnaire, to evaluate the status of activities and sub-activities regarding the preparation, organization and carrying out of RGA, has been released for all DTSs. Collected inputs were included in presentations available for workshops and distributed to participants.

##### **WORKSHOPS DELIVERY**

Two workshops have been delivered on 31<sup>st</sup> October and 1<sup>st</sup> November, same content for 97 participants on two groups, for a period of 2 days. The participants were from INS (13) from DTS (day 1 - 40 DTS representatives of 20 counties; day 2 - 42 DTS representatives of 21 counties), from Ministry of Agriculture and Rural Development (8) and from Ministry of Internal Affairs (4) – list of participants is available at INS.

The workshops were delivered following several key principles:

- **Interaction:** Participants were encouraged to engage in the workshop process. All parts of workshop contained topics and practical activities that generated discussions and exchanges of ideas.
- **Practicality:** Examples were based on real situations in the Romania administration and international one to contextualise the needed tools for census implementation, drafting legal acts and highlight their usefulness in addressing relevant issues.
- **Learner (participant) - Centred:** Participants were encouraged to propose examples from their own experience to apply the means, approaches and methodologies being taught.
- **Complementarity:** Experts highlighted links, connections and complementarity of content across the different sessions of workshop whilst avoiding duplication and overlap.

The workshop topics and the design of the session were based on previous discussions with INS directorates involved on GAC preparation and implementation and the technical assistance/training needs in the area, as well as on the result of the online questionnaire that was developed for this purpose.

The workshops aimed at teaching and carrying out the major issues in an interactive manner, according to the agreed agenda:

Time slot	Activities
09:00 – 09:30	<i>Registration of participants</i>
09:30 – 10:15	Significance / interpretation of the provisions of the draft law RGA2020; Comments made by ministries - opportunity to be taken in the normative act and / or argumentation for rejection
10:15 – 11:00	Secondary legislation RGA2020 - structure and annexes
11:00 – 11:15	<i>Coffee break</i>
11:15 – 13:00	Identification of the content problems and mode of application in practice, including from the perspective of the roles that belong to the different institutions involved in carrying out the RGA2020  Debates - arguing solutions
13:00 – 14:00	<i>Lunch break</i>
14:00 – 15:30	(Continued) Identification of content problems and mode of application in practice, including from the perspective of the roles of different institutions involved in the implementation of RGA2020  Debates - arguing solutions
15:30 – 15:45	<i>Coffe break</i>
15:45 – 17:00	Budget justification for the proper conduct of the RGA2020
17:00 - 17:30	Discussions  Conclusions

Various teaching methods and tools used in developing specific piece of legislation have been used during the course, including:

- Presentation (PowerPoint);
- Small group discussion;
- Large group discussion;
- Debate on topics - best practices and lesson learned
- Comparison of situations
- Brainstorm
- Case studies
- Analysis existing inventory of activities
- Analysis of the internal environment capacities to implement census
- Analysis and comparison of solutions with stakeholders (Ministry of Internal Affairs, Ministry of Agriculture and Rural Development)

## **CONCLUSIONS ON WORKSHOPS' CONTRIBUTION TO GAC2020 PREPARATION**

### **Considering the workshops'**

a) objectives:

- Informing the participants on the legal framework designed for the GAC 2020
- Consulting the participants and encouraging them to exchange ideas, good practices and lessons learned regarding censuses
- Involving the participants in the debate and improvement of the processes related to the preparation and performance of the GAC 2020

and

b) the expected results:

1. Debated and improved inventory of actions, risks, and solutions for the preparation and performance of the GAC2020, the basis for the implementation plan and budget;
2. Budget of GAC 2020 analyzed, substantiated on activities and validated on articles - component of the draft GD for approval;
3. The components of the substantiation note for approval of the prepared draft GD;
4. First draft GD for approval of the budget of GAC 2020 prepared;

### **The main conclusions of workshops are as following:**

- The workshop setup facilitated the collection of experiences, opinions, recommendations from participants, retrospect of previous censuses to use for upcoming GAC2020:
  - issues related to the organization/performance process and local/ad-hoc solutions for the issues (i.e. working rooms for supplementary personnel; collaboration with Prefect authority; validation of enumerators' work performance; specific IT requirements case by case; training of enumerators, etc.);
  - lessons learned and best practices observed by participants (institutional memory), during previous censuses;
  - retrospective on legal and administrative responsibilities of MAI and MADR, co-organizers of GAC, and corroborate them with the actual situation;
- The assessment of EU legal framework (i.e.: agricultural holding or farm; the geo-referencing of the holdings - localization of the holdings in 1 km<sup>2</sup> grids; the reference time and periods) and the Romanian one and treatment of them by comparison of "where we are?" and "how should be", concluded about compulsory statements of GAC2020 primary legislation and the grounds for secondary one regarding the budget and responsibilities for implementation.
- The list of needs (premises, goods and services), at local and central level, has been updated and offers a large picture about actual status of GAC preparation

and further developments, together with responsibilities distributed by INS/DTS, MAI, MADR, and consequently on estimated financial resources.

- The responsible public institutions and their main duties on census were confirmed and will be used for statements of GD and implementation plan:
  - INS, MADR, MAI – all of them with the subordinated structures/entities for the preparation, organization, and performance of GAC2020
  - Special Telecommunications Service for technical support (communication infrastructure and IT hardware, tablets);
  - APIA, ANSVSA, ANCPi as support institutions for administrative data sources;
  - Central Census Committee for coordination and control of the census;
- The inventory of activities has been updated by completing with or merging some activities. All inputs were conveyed on developing the implementation plan and estimated the budget. Alternative scenarios of resources use or managing administrative data sources, were analyzed and drawn, case by case, to draft the implementation plan flow and deadlines, and this practice should continue.
- The substantiation elements of the general budget of GAC2020 are taken into account when elaborating the budget of the GAC2020 and structure of budget will reflect the need for all institutions involved and their distribution:
  - the total number of agricultural holdings (approx. 3,800,000 in GAC2020) and number of variables corresponding to EU Regulation 2018/1091 and the national variables;
  - temporary personnel of DTS, number of travels, trainings, per diem, accommodation;
  - trainings of enumerators and chief enumerators and transport expenses for them;
  - total cost of census personnel (enumerators), based on data collection agreement according to the Fiscal Code: reviewers (20,000), payment by questionnaire, chief reviewers (4,000), payment by deliverable (report)
  - IT equipment and communications - PC tablets (25,000) - STS 3,000 new and 22,000 from the elections -, procurement of SIMs, insurance for the tablets;
  - Logistics: premises, storage spaces, bags and guides, others;
- The implementation plan is relying now on correlated actions, bodies (institutions) responsible for preparation and implementation, resources (human, material, financial, working and coordination tools), on the temporal framework of implementation and interaction of the activities and results correlation.
- Financing sources of GAC 2020 were discussed (State budget, NEF – OPAC (CONRENA), UE grant to cover the cost of data collection) and by corroborating



with responsibilities of involved institutions will be the basis to set appropriate budgetary ceilings of them.

- The implementation plan content corroborated with financial resources information will consist on inputs for the secondary legislation of GAC2020, budget and responsibilities for preparing and organizing the census.

**All inputs (above) were and will be used for preparing the organization and implementation of the GAC2020, subject of draft government decision and its substantiation note.**

A continuous collaboration with MADR and MAI and STS is essential to avoid bottlenecks during drafting the GD and of the endorsing process, and nevertheless for the coherence of GAC2020 preparation and implementation process.

The consultation process for GAC2020 organizing and implementation on a regularly basis as the social, economic and political environment will evolve, is a key element on achieving expected results of GAC2020.

## ***5. Delays / problems encountered***

No problems have been reported on the workshop content type or organizational problems during the sessions. The participants have been encouraged, even from the very beginning, to address the trainers and the organizer for any kind of problems that might arise during the workshops' sessions.

## ***6. Assessment of the way the workshop has been conducted***

No formal assessment of workshop was performed.

## ***7. Appendices (stuff and materials, etc)***

1. Workshop presentation;
2. Inventory of activities;
3. Questionnaire for DTS consultation on GAC preparation and implementation;
4. Preliminary draft government decision;
5. Preliminary draft substantiation notes;
6. List of participants (day 1 and day 2) – available at INS

All materials are available in electronic format at this link - [Workshops GAC2020 CONRENA](#)

## Appendix 1 - Workshop presentation



### Activity A4

#### ***Elaboration of the law on the general agricultural census (GAC 2020) and of the secondary legislation***

Operational Programme of Administrative Capacity for 2014-2020

CONRENA - „Consolidation of the National Statistical System and modernization of the statistical production processes for the performance of national censuses”

Beneficiary: Partnership leader: National Institute of Statistics

SIPOCA Code 598/MySIS Code 127577/Financing agreement no. 430/September 17, 2019



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## Workshop objectives

- Informing the participants on the legal framework designed for the GAC 2020
- Consulting the participants and encouraging them to exchange ideas, good practices and lessons learned regarding censuses
- Involving the participants in the debate and improvement of the processes related to the preparation and performance of the GAC 2020



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## Workshop results (outcomes)

1. Debated and improved inventory of actions, risks, and solutions for the preparation and performance of the GAC2020, base for the implementation plan and budget
2. Budget of GAC 2020 analyzed, substantiated on activities and validated on articles - component of the draft GD for approval
3. The components of the substantiation note for approval of the prepared draft GD
4. First draft GD for approval of the budget of GAC 2020 prepared



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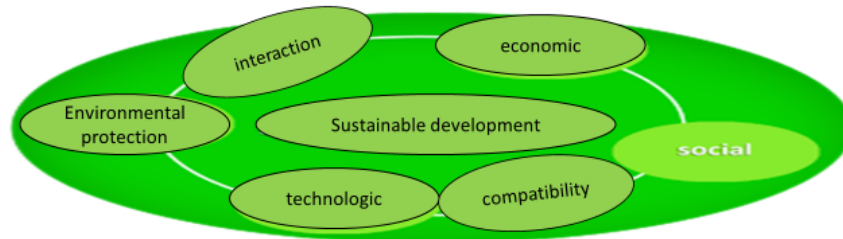
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## Sustainable development (1)

- The projects of development of any organization must observe the **Principles of Sustainable Development (27 principles)**, as they were established in 1992, in the **Rio Declaration on Environment and Development**.



- The National Institute of Statistics says that every actor involved in the project should observe these principles in all the actions he/she takes.



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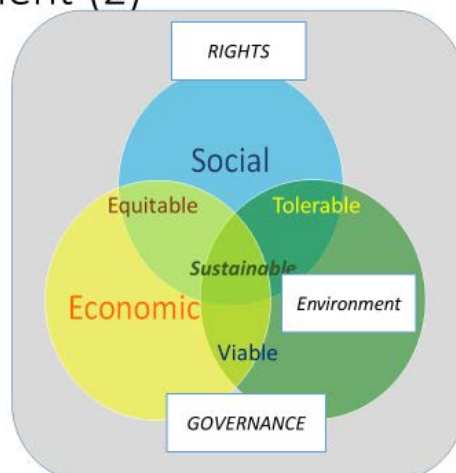
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## Sustainable development (2)

The concept of **Sustainable development** designates the totality of forms and methods of social and economic development, which are mainly focused on ensuring a balance between the social, economic, and ecologic elements and the elements of the natural capital in a process of democratic governance, with real citizens' rights.



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## Equal opportunities and non-discrimination (1)

- Equal opportunities
  - the concept according to which all human beings are free to develop their personal capacities and to choose without limitations imposed by strict roles;
  - the fact that different behaviors, aspirations and needs of women and men are taken into account, assessed and equally favored
  - women and men enjoy the same freedom in fulfilling their aspirations



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## Equal opportunities and non-discrimination (2)

- Non-discrimination - ensuring a minimum level of protection and equal treatment for everybody, in life and work in Europe, no matter:
  - the race or ethnic origin
  - the religion or faith
  - the disabilities
  - the sexual orientation
  - the age



- The National Institute of Statistics ensures direct access to the project and requests that in the stage of planning, preparation, and implementation of the General Agricultural Census of 2020 the partner institutions should adhere to the principles of equal opportunities and non-discrimination, so that the targeted objectives and the expected results are equally beneficial to all people.



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## Structure of the presentation

- Community legal framework
- National legal framework
- Responsibilities regarding the preparation and performance of GAC2020
- General principles
- Secondary legislation
  - Draft GD
  - Substantiation note
- Inventory of activities
- Budgeting the activities



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## EU legal framework

➤ **REGULATION (EU) 2018/1091** of the European Parliament and of the Council of July 18, 2018 on integrated statistics related to farms and repealing Regulation (EC) no. 1166/2008 and (EU) no. 1337/2011, **published in the OJEU of August 7, 2018**

➤ The Commission Implementing Regulation (EU) 2018/1874 of 29 November 2018 on the data to be provided for 2020 **under Regulation (EU) 2018/1091** of the European Parliament and of the Council on integrated farm statistics and repealing Regulations (EC) No 1166/2008 and (EU) No 1337/2011, as regards the list of variables and their description, **published in the OJEU of November 30, 2018**



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## National legal framework (1)

### ➤ Law on the general agricultural census of Romania in 2020

#### ✓ Structure of the draft law:

Chapter I - General Provisions

Chapter II - Definitions

Chapter III - Structures, duties and responsibilities in the preparation, organization, and performance of the census

Chapter IV - Rights and obligations

Chapter V - Census data processing

Chapter VI - Statistical data confidentiality

Chapter VII - Legal liability and sanctions

Chapter VIII – Final provisions

**13 ANNEXES**



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## National legal framework (2)

- **Annex no. 1** - Composition of the Central Committee
- **Annex no. 2** - Duties of the Central Committee
- **Annex no. 3** - Composition of the Central Technical Secretariat
- **Annex no. 4** - Duties of the Central Technical Secretariat
- **Annex no. 5** - Composition of the County committees and of the Bucharest committee
- **Annex no. 6** - Composition of the communal, city, municipal committees and of the Bucharest committee
- **Annex no. 7** - Composition of the county technical secretariats and of the Bucharest technical secretariat
- **Annex no. 8** - Duties of the County committees and of the Bucharest committee
- **Annex no. 9** - Duties of the communal, city, municipal committees and of the committees of Bucharest districts
- **Annex no. 10** - Duties of the technical secretariats of county committees and of the Bucharest committee
- **Annex no. 11** - Support institutions for preparation and performance of the GAC, including for the trial census and the control survey
- **Annex no. 12** - List of the categories of variables for the general agricultural census
- **Annex no. 13** - Maximum number of positions corresponding to the personnel employed with individual employment agreement on determined term



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## National legal framework (3)

Maximum number of positions  
corresponding to the personnel employed with individual employment agreement for determined term,  
for the purpose of performing the general agricultural census

	Institution	2020	2021	2022
Ministry of Agriculture and Rural Development		20 <sup>1)</sup>	20	-
County agricultural directorates of the Ministry of Agriculture and Rural Development		168 <sup>2)</sup>	168 <sup>4)</sup>	-
National Institute of Statistics		20 <sup>1)</sup>	20	20 <sup>6)</sup>
Territorial directorates of the INS		210 <sup>3)</sup>	210 <sup>5)</sup>	42 <sup>6)</sup>

<sup>1)</sup> of which: 10 people between January 1, 2020 and December 31, 2020, and 10 people between July 1 and December 31, 2020

<sup>2)</sup> of which: 84 people between January 1, 2020 and December 31, 2020, and 84 people between July 1 and December 31, 2020

<sup>3)</sup> of which: 105 people between January 1, 2020 and December 31, 2021, and 105 people between July 1 and December 31, 2021

<sup>4)</sup> between January 1 and September 30, 2021

<sup>5)</sup> of which: 168 people between January 1, 2020 and September 30, 2021, and 42 people between January 1 and December 31, 2021

<sup>6)</sup> between January 1 and March 31, 2022



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## National legal framework (4)

### I. The draft law is endorsed by:

- GSG and the Chancellery of the PM
- INS, MADR, STS, ANSVSA, ANCPI, MCSI, MMJS, ANSPDCP

### II. Endorsements necessary from:

- MAI, MFP, MJ (consulted, with comments)



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## National legal framework (5)

- **Decision of the Government of Romania on the general agricultural census of Romania in 2020**  
- budget on institutions and on years – *within 90 days after the law is adopted*
- **Financing sources of GAC 2020**
  - ✓ State budget
  - ✓ NEF – OPAC (CONRENA)
  - ✓ UE grant to cover the cost of data collection – Acc. Regulation (EU) 2018/1091 - the financial contribution of the Union cannot exceed 75% of the eligible costs, subject to maximum amounts – **for Romania = 4 million EUR**



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## Responsible organizations

The preparation, organization, and performance of the census is made by:

- **National Institute of Statistics**
  - **Ministry of Agriculture and Rural Development**
  - **Ministry of Internal Affairs**
- } together with its subordinated structures

under the coordination and control of the **Central Census Committee**,

with technical support from the **Special Telecommunications Service**.

Other support institutions/data sources: **APIA, ANSVSA, ANCPI**



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## GENERAL PRINCIPLES (1)

### 1. Observation unit

- ❖ **Agricultural holding or farm** - a single unit, both in technical and economic terms, with a single management and which carries out economic activities in agriculture on the economic territory of Romania, in accordance with NACE Rev. 2, either as main activity or as secondary activity;

*The data shall be collected from the beginning at agricultural holding level, not on the working units thereof, respectively the questionnaire for agricultural holdings shall be filled in with data for all related working units.*

- ❖ For the **geo-referencing of the holdings (localization of the holdings in 1 km<sup>2</sup> grids)**, the regulation provides the use of a common reference framework - the standard European geographical grid system, in accordance with annex I to Directive 2007/2/EC of the European Parliament and of the Council (Inspire Directive).



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## GENERAL PRINCIPLES (2)

### 2. Observation unit - continued

- ❖ **The territory sectorization** shall be made on the basis of the information from the Agricultural Register of 2015-2019 by filling in and verification with the list of agricultural holdings that applied for subsidies, as provided by APIA.

⇒ **Filling in and updating the Agricultural register for year 2019 is very important for the GAC.**

The sectorization shall be different in the GAC 2020 compared to GAC 2010, **considering the "observation unit"** provided by the EU Regulation and the Eurostat methodologies, respectively the **agricultural holding**, as defined.



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## GENERAL PRINCIPLES (3)

### 3. Reference time and period

- ✓ **agricultural year 2020 (October 1, 2019 – September 30, 2020) – for the variables related to land and people working in agriculture and calendar year 2020 for the management of animal waste;**
- ✓ **date of December 31, 2020 – for livestock related variables**
- ✓ **last three years (2018-2020) – for rural development measures**

### 4. Data collection period: February 1 - March 31, 2021 – April 30, 2021

### 5. Statistical instrument used

Data registration by the reviewers - **by face-to-face interview**, with the head of the agricultural holding without legal personality/with legal personality or another person within it, using an electronic questionnaire installed **on a portable computer device (tablet).**



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## Secondary legislation for GAC 2020 (1)

GAC2020 presupposes certain preparation and implementation processes.

The principles and conditions of implementation of GAC2020 are presented in the legal framework (draft law).

For the actual implementation are necessary:

- correlated actions;
- people responsible for preparation and implementation;
- resources: human, material, financial, working and coordination tools;
- the temporal framework of implementation and interaction of the activities and result correlation;

respectively the secondary legislation of GAC2020 expressed through Government Decision and the annexes thereto (as applicable).



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## Secondary legislation for GAC 2020 (2)

Draft of Government Decision approving the budget for preparation and implementation of the General Agricultural Census of 2020

Structure of the secondary legislation

- Draft G.D.
- Substantiation note
- Annexes (examples):
  - implementation schedule
  - budget substantiation



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## Draft GD on the budget

- (1) The amounts necessary to implement the general agricultural census are those provided in annex no. \_\_.
- (2) The funds necessary for the preparation, organization, coordination, and implementation of the general agricultural census, as well as for the publication of the results, as provided in annex no. \_\_, shall be ensured from the budget of the General Secretariat of the Government through the budget of the National Institute of Statistics, and from the budget of the Ministry of Agriculture and Rural Development and the Ministry of Regional Development and Public Administration/Ministry of Internal Affairs, under observance of the budget provisions approved on a yearly basis.
- (3) The amount provided to the National Institute of Statistics for the period 20\_\_ - 20\_\_ shall also include the financing of 4 million EUR provided in the Regulation (EC) no. 1.166/2008 of the European Parliament and of the Council of November 19, 2008 on farm structure surveys and the survey on agricultural production methods and repealing Council Regulation (EEC) No 571/88 of the Council, under art. 13 "Community contribution".
- (4) Of the total amount provided in annex no. \_\_, the amount of 4 million EUR is received from the European Union, out of which 2 million EUR represent the pre-financing provided in year 20\_\_, and the rest of 2 million EUR is granted in year 20\_\_, after the conclusion of the census.
- (5) The expenses incurred on account of the amount of EUR 2 million shall be pre-financed from the State budget, through the budget of the National Institute of Statistics, and when the European Union refunds the amount, it shall be transferred as revenue of the State Budget.
- (6) The breaking down on categories of expenses of the provided amounts on every spending authority, in accordance with annex no. \_\_, shall be made subject to approval of the main spending authority, at the proposal of the Central Committee for the General Agricultural Census.



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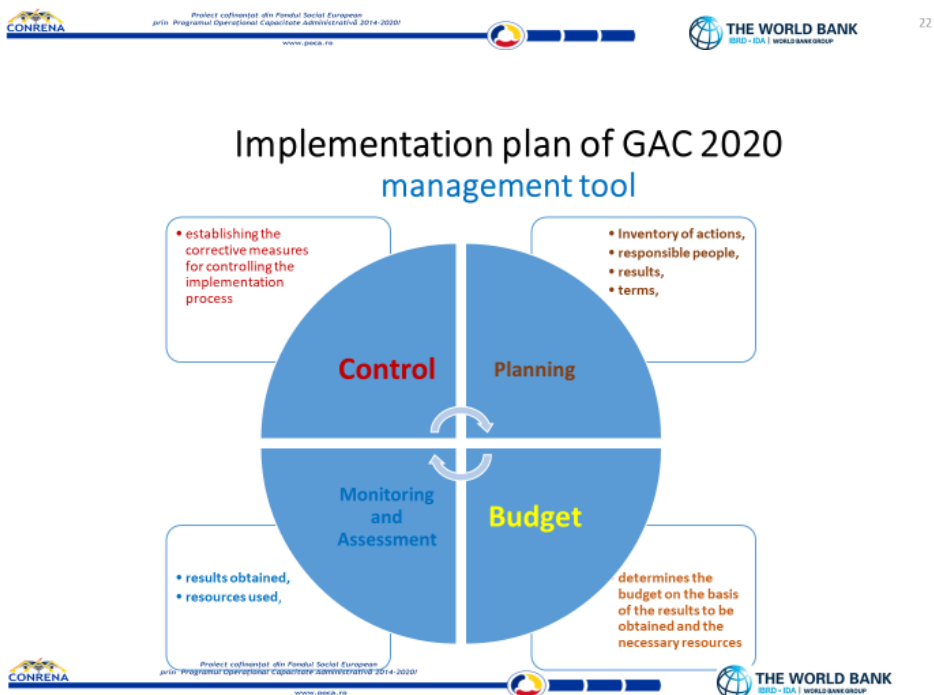
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## Substantiation note

Supports with additional information the draft GD (legislative act) to be understood, analyzed, assessed and contributes to the approval thereof.

### Model



## Inventory of the activities of GAC 2020

- A preliminary **inventory of activities** was sent for consulting purposes
- **Questionnaire sent to DTS** for consulting and filling in (answers from all DTS) with information, regarding:
  - Content issues
  - Implementation improvements
  - Opinions on the roles of the institutions involved in the implementation of the GAC2020

## Inventory of activities of GAC 2020

I. STABILIREA CADRULUI LEGAL, A ORGANISMELOR DE LUCRU ȘI ACȚIUNILOR NECESARE RGA
II. ELABORAREA INSTRUMENTARULUI STATISTIC PENTRU EFECTUAREA RECENSĂMÂNTULUI
III. SECTORIZAREA TERITORIALĂ A LOCALITĂȚILOR PENTRU RECENZARE
IV. EFECTUAREA RECENSĂMÂNTULUI DE PROBĂ
V. TIPĂRIREA INSTRUMENTARULUI STATISTIC ȘI DISTRIBUIREA ACESTUIA ÎN TERITORIU
VI. RECRUTAREA PERSONALULUI PENTRU RECENZAREA EXPLOATAȚIILOR
VII. ELABORAREA CERINTELOR DE PRELUCRARE INFORMATICĂ. ASIGURAREA INFRASTRUCTURII INFORMATICE NECESARE PRELUCRĂRII DATELOR DE RECENSĂMÂNT
VIII. CALL CENTER
IX. ACȚIUNI DE POPULARIZARE
X. PREGĂTIREA ȘI RECENZAREA EXPLOATAȚIILOR AGRICOLE
XI. EFECTUAREA ANCHETEI DE CONTROL
XII. PRELUCRAREA ȘI VALIDAREA DATELOR DE RECENSĂMÂNT
XIII. DISEMINAREA REZULTATELOR FINALE

## Inventory of activities of GAC 2020

### Debate on sections

- Debate objectives
  - issues related to the organization/performance process
  - solutions for the issues
  - alternative scenarios (resource use, managing administrative data sources)
  - retrospect of previous censuses
    - lessons learned
    - good practices
- Identifying possible financing/budgeting needs (reserves), a result of the amendment/adjustment of the actions

## Budget substantiation (1)

BUGETUL GENERAL Recensământul General Agricol pentru perioada 2020 – 2022 PE INSTITUȚII				
mii lei				
ARTICOLE DE CHELTUIELI	INS	MADR	MAI	STS
<b>I. CHELTUIELI CU PERSONALUL ANGAJAT PE PERIOADĂ DETERMINATĂ</b>				
A. Salarii de bază și alte drepturi salariale, contribuții personal angajat suplimentar în centrală și județe				
B. Indemnizații delegare (diurnă și cazare)				
<b>III. CHELTUIELI DE CAPITAL</b>				
1. Tehnică de calcul plus rețea				
2. Tehnică de calcul POCA				

## Budget substantiation (2)

ARTICOLE DE CHELTUIELI	INS	MADR	MAI	STS
<b>II. BUNURI SI SERVICII</b>				
1. Indemnizații recenzori recensământ de probă				
2. Indemnizații recenzori, recenzori șefi și coordonatori				
3. Indemnizații recenzori ancheta de control				
4. Hârtie, tipărirea materialelor de recensământ și distribuirea acestora				
5. Închirieri spații pentru depozitarea materialelor de recensământ, pentru instructaj, pentru personal angajat suplimentar				
6. Carburanți				
7. Cheltuieli poștă, telefon, fax, poștă electronică, etc.				
8. Call Center				
9. Cheltuieli popularizare recensământ				
10. Cheltuieli personalizare recenzori				
11. Cheltuieli furnituri de birou				

## Budget substantiation (3)

ARTICOLE DE CHELTUIELI	INS	MADR	MAI	STS
<b>II. BUNURI SI SERVICII</b>				
12. Cheltuieli materiale consumabile pentru prelucrarea datelor estimat				
13. Deplasări transport				
14. Aplicație informatică (inclusiv asistență tehnică), colectare date, validare date (la nivel teritorial și la nivel central), editare și generare tabele statistice, alte servicii de asistență pentru RGA în POCA				
15. Mobilier				
16. Tablete, inclusiv sim				
17. Alte bunuri si servicii (cheltuieli neprevazute 5% din bunuri si servicii)				

## Substantiation elements in the calculation of the estimated budget (1)

The substantiation elements of the general budget of GAC2020 (for all institutions involved) taken into account when elaborating the budget of the GAC2020 are:

- the total number of agricultural holdings (approx. 3,800,000 in GAC2020)
- number of variables corresponding to Regulation EU 2018/1091 + national variables

### Temporary personnel of DTS

Census personnel (based on data collection agreement according to the Fiscal Code):

- reviewers (20,000), payment by questionnaire
- chief reviewers (4,000), payment by deliverable (report...)

PC tablets (25,000) - STS 3,000 new + 22,000 from the elections

Procurement of SIMs, Insurance for the tablets - to be discussed

## Substantiation elements in the calculation of the estimated budget (2)

Number of holdings by county  
reviewers;  
personnel



Number of reviewers & chief  
Number of additional

Number of travels, trainings - per diem, accommodation

Trainings of reviewers & chief reviewers - transport expenses (?)



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## Substantiation elements in the calculation of the estimated budget (3)

### I. Information about the necessary trainings for:

1. The presidents and secretaries of the local committees (mayors and secretaries of the city halls) on the duties of the local census committees:

- 1 training per county, with a duration of 1 day (8 hours)

2. The census personnel and the presidents of the local committees for aspects of methodology and usage aspects of the data collection tools (for Bucharest and Ilfov County shall be also used the halls available at the seat of INS):

- 1 training in Q 4 of year 2020

- Rooms equipped with projector, broadband Internet
- Number of people per training series = approximately 50 people
- Maximum duration of the training by series = 1 day (8 hours)

- 1 training per county in January of 2021

- Rooms equipped with projector, broadband Internet
- Number of people per training series = approximately 50 people
- Maximum duration of the training by series = 4 hours
- Number of training series/day = 2 series/day

Note - In the draft law it is a duty of the MAI! Is this allocation clear?



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## Substantiation elements in the calculation of the estimated budget (4)

### II. Information about the storage needs for census tools

1. Storage spaces for tablets and census materials (manuals, guides, bags)

" - period: December 2020 - December 2021 The tablets shall be stored including during the period between the GAC and the PHC (the necessary tablets by county being different between the two censuses - shall be taken into account the maximum needs - Example: in Bucharest, for the GAC are necessary 30 tablets, and for the PHC are necessary 2,000 tablets)"

- theft and fire protection

" - charging equipment tablet maintenance The tablets must be periodically charged, so that the battery level should not go under 70%. A number of sockets are necessary, and extension cords for adequate management of the volume of statistical tools on every county"

2. Storage spaces for the census documentation (meeting minutes, reports, etc.)

Note - In the draft law it is a duty of the MAI! Is this allocation clear?



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## Conclusions and next steps



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## Thank you!



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