

ROMANIA
National Institute of Statistics



Statistical survey
STRUCTURE OF EARNINGS SURVEY 2018

Approved by the National Institute of Statistics based on Law no. 226/2009 on the organisation and functioning of official statistics in Romania, with its further amendments, stipulating that:
– “The National Institute of Statistics is authorised to require and go obtain, free of charge, statistical data from all the natural and legal persons resident or non-resident in Romania developing their activity on Romania’s territory.”.
– The deeds stipulated under Art. 45 letters a), b), c) of the Law no. 226/2009 on the organisation and functioning of official statistics in Romania are contraventions.
Statistical survey carried out in compliance with Commission Regulations no. 1737/2005 implementing the Council Regulation no. 530/1999 concerning structural statistics on earnings and on labour costs.
This questionnaire is to be transmitted to the National Institute of Statistics, Regional Statistical Office (Regional Statistical Office Bucharest)/County Statistical Office **until 01.04.2019**

The name of the person responsible for the information contained: _____
(unit manager signature) L.S.

Mr (Mrs).....
Phone No..... Date..... 2019

Unit name.....
Statistical identification number
.....
Unique identification code (U.I.C.) / FISCAL code
County.....
.....
SIRUTA code*
Locality.....
.....
SIRUTA code
Street No District
Phone E-mail
Legal status ¹⁾..... Code
Type of ownership²⁾..... Code
Main activity ³⁾..... CANE Rev.2 Code

* Not to be fill in by the unit
^{1,2,3)} Fill in accordance with the methodological notes

!!! The questionnaire and the methodological notes can be downloaded from the INS website: www.insse.ro

Part A: INFORMATION RELATING TO THE ENTERPRISE/UNIT

A1. The number of employees at 31.X.2018:

R o w	Total enterprise (col.1 + ... +col.9)	of which, by major groups of occupations (<i>according to the methodological notes</i>)									
		Managers MG 1	Professionals MG 2	Technicians and associate professionals MG 3	Clerical support workers MG 4	Service and sales workers MG 5	Skilled agricultural, forestry and fishery workers MG 6	Craft and related trades workers MG 7	Plant and machine operators and assemblers MG 8	Elementary occupations MG 9	
A	B	0	1	2	3	4	5	6	7	8	9
1.	The number of employees at 31.X.2018 (suspended labour contract/agreement included) (row.3 + row.4) - persons - of which:										
2.	- females										
3.	from row 1:										
4.	- full – time										
	- part – time										

A2. The enterprise has local units?

YES 1 (fill in Annex1)

NO 2

A3. Types of labour contract/agreement based on which the employees are carry out their activity in the enterprise/unit:

Please, specify the employees share in accordance with the existing labour contract/agreement at the enterprise level. The responses sum 1 ÷ 6 must be equal with 100%.

- | | | | |
|---|---------|--|---------|
| 1 national level | _____ % | 4 enterprise/unit level or single-employer level | _____ % |
| 2 interconfederal level | _____ % | 5 any other type of contract/agreement | _____ % |
| 3 individual industries groups/region level | _____ % | 6 no collective pay contract/agreement | _____ % |

R o w	Local unit				The number of employees at 31.X.2018 (suspended labour contract/agreement included) - persons -				
	Local unit name	County		Economic activity		Total (col.5+col.6)	of which:		
		name	code	name	NACE Rev.2 code		females	from col. 3: full- time part-time	
A	B	C	I	D	2	3	4	5	6
1.									
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41.									
42.									

Part B: INFORMATION AT EMPLOYEE LEVEL

BI. Employee demo-economic characteristics

No.	Employee code	Sex 1= M 2= F	Year of birth (19AA or 20AA)	Employee working place (local unit = no_row from Annex 1)	Citizenship or residence 1 = romanian citizenship 2 = resident with foreign citizenship 3 = Cross-border commuter	Working start date in the enterprise/unit (year - month 19AA or 20AA - LL)	Date of leaving the enterprise/unit in 2018 (if the case)	Career breaks period in the enterprise/unit (number of months)	Contractual working time/ Type of employment/agreement			Occupation		Management or supervisory position 1 = yes 2 = no	Level of education	
									Contractual working time 1 = indefinite duration 2 = temporary/fixed duration 3 = apprenticeship	Type 1 = full-time 2 = part-time (specify in col. B10 % from full-time)	name	ISCO-08 code	name		code	
																(see annex 2)
0	B1	B2	B3	B4	B5	B6	B7	B7a	B8	B9	B10	B11a	B11b	B12	B13a	B13b
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17.											%					
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19.											%					
20.											%					

Part B: INFORMATION AT EMPLOYEE LEVEL

BII. Hours worked and gross amounts related to October 2018

No.	Number of normal weekly hours hours	Payment period 1 = 1 week 2 = 2 week 3 = 3 week 4 = 1 month	Number of hours paid h = hours m = minutes	from which:	Gross basic salary - lei -	Gross amounts paid from the salary funds (including bonuses and payments in kind, excluding severance payments, holiday tickets/vouchers nominal values) - lei -	from which:			
				Number of overtime hours paid			Gross amounts paid for overtime - lei -	Bonuses for shift work, at night or on days off - lei -	Occasional bonuses, awards and other benefits - lei -	Payments in kind and cash aids - lei -
0	B14	B15	B16	B17	B18	B19	B20	B21	B22	B23
1.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
2.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
3.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
4.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
5.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
6.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
7.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
8.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
9.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
10.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
11.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
12.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
13.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
14.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
15.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
16.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
17.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
18.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
19.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _
20.	_ _ _	_	_ _ h m	_ _ h m	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _	_ _ _ _ _

Part B: INFORMATION AT EMPLOYEE LEVEL

BII. Hours worked and gross amounts related to October 2018

No.	Gross amounts paid from net profit - lei -	Gross amounts paid from other funds (including payments in kind and cash aids) - lei -	Gross amounts paid for temporary work incapacity (excluding sums for salary funds) - lei -	Personal deduction and other deductions - lei -	Social security contributions paid by the employees (CAS) - lei -	Social health insurance contributions paid by the employees (CASS) - lei -	Total gross amounts (col.B19+col.B24+col.B25+col.B26) - lei -	Taxes related to gross amounts - lei -
0	B24	B25	B26	B27	B28	B29	B30	B31
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Part B: INFORMATION AT EMPLOYEE LEVEL

BIII. Hours worked and gross amounts related to October 2018

No.	Gross amounts paid from the salary funds (including bonuses and payments in kind) - lei -	of which:		Gross amounts paid annually from net profit - lei -	Gross amounts paid from other funds (including payments in kind and cash aids) - lei -	Gross amounts paid for temporary work incapacity (excluding sums for salary funds) - lei -	Number of weeks to which the gross annual earnings relate (with decimals)	Annual days of paid holiday leave	Annual paid sick leave days	of which: sick leave days paid by the employer from the salary funds	Annual number of free paid days for special events (including public holidays)	Annual number of days (or "days equivalent") of vocational training
		Occasional bonuses, awards and other benefits - lei -	Payments in kind and cash aids - lei -									
0	B32	B33	B34	B35	B36	B37	B38	B39	B40	B41	B42	B43
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