



**International Labour Organization**  
Department of Statistics

**Food and Agriculture Organization of the United Nations**  
Statistics Division

**QUESTIONNAIRE ON  
METHODOLOGY OF COMPILING CONSUMER PRICE INDICES (CPI)**

The objective of this questionnaire is to obtain methodological information about the CPI(s) compiled in your country.

Please use one questionnaire for each type of CPI. In case there are no significant differences between the CPIs, please complete only one form for the main CPI and use Section A. "IDENTIFICATION" to describe the remaining CPIs. If you have any questions on which CPI should be covered by this questionnaire, please contact [stoevska@ilo.org](mailto:stoevska@ilo.org).

The CPI methodology questionnaire has eight major sections

- A. Survey identification;
- B. CPI coverage;
- C. Concepts, definitions, classification and weights;
- D. Sample design;
- E. Data collection;
- F. Computation;
- G. Editing and validation procedures;
- H. Dissemination;
- I. Other information.

This questionnaire is designed to require only a minimum of textual response. The use of pre-coded responses facilitates response but increases the number of pages in the questionnaire.

Please do not leave questions unanswered, but indicate:

- 1. ( n.a ) if the information is not available or
- 2. ( n.r ) if the question is not relevant.

If you have any query regarding the questionnaire please contact:

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**ILO and FAO take this opportunity to thank your Government for its assistance in completing this**

**questionnaire and look forward to receiving a reply.**

We kindly ask you to provide a reply as soon as possible and preferably by 15 June 2012 by sending a saved copy of the completed questionnaire to [sources@ilo.org](mailto:sources@ilo.org) and [Price-Statistics@fao.org](mailto:Price-Statistics@fao.org) .

## A. IDENTIFICATION

1. Please indicate the **name of your country**.
2. Please indicate the **title of the CPI**.
3. Please indicate the **organisation responsible** for planning and conducting the underlying price survey(s).
4. Please indicate the **name of the person completing this questionnaire**.
5. Please provide the **email and/or other contact information**.
6. Please indicate the **date of completion** of this questionnaire.
7. Please indicate the **periodicity of publication** of the CPI index
  - Monthly
  - Quarterly
  - Other frequency, *please specify*:
8. Please indicate the **index base period** (year and/or month=100):
  - a. For the computation
  - b. For the publication
9. Please indicate the reference period of the current weights
10. Please indicate the **main uses of the CPI** (select all that apply)
  - Indexation of wages, pensions and/or social security payment
  - Indexation of rents, contracts and/or other payments
  - Main inflation indicator used for monetary policy
  - Deflate household expenditures in National Accounts
  - Computation of purchasing power of households
  - Macroeconomic modelling and other analytic uses
  - Other (*please specify*)

**B. CPI COVERAGE**

**11. Geographic coverage** of weights and price collection:

	Weights	Price collection
Nation-wide	<input type="checkbox"/>	<input type="checkbox"/>
Urban areas	<input type="checkbox"/>	<input type="checkbox"/>
Rural areas	<input type="checkbox"/>	<input type="checkbox"/>
Main city (can include surrounding areas)	<input type="checkbox"/>	<input type="checkbox"/>
Main cities/metropolitan areas/regions	<input type="checkbox"/>	<input type="checkbox"/>
Other geographical coverage <i>(please specify):</i>	<input type="checkbox"/>	<input type="checkbox"/>

**12. Population coverage** (more than one option may be selected):

- Resident households of nationals
- Households of nationals located abroad
- Resident households of foreigners in the country
- Temporary visitors
- Other *(please specify)*

**13. Population groups** excluded from the index population *(Tick the box for those population groups that are excluded from the index population. For each group indicate its percentage weight as a proportion of total population. ....%).*

Population groups	Excluded	Proportion of total population (%)
Institutional households	<input type="checkbox"/>	
Low income households	<input type="checkbox"/>	
High income households	<input type="checkbox"/>	
One-person households	<input type="checkbox"/>	
Other population groups <i>(please specify):</i>	<input type="checkbox"/>	

**14. Coverage of consumption expenditure** (Indicate by “Yes” or “No” if the value of the following types of items is included in the CPI weights).

Item	Covered (Yes/No)
Foods produced for own final consumption	
Other goods produced for own final consumption	
Services produced for own final consumption	
Food consumed away from home	
Income in-kind receipts of goods	
Income in-kind receipts of services	
In-kind goods received as gifts	
In-kind services received as gifts	
Purchase of owner-occupied housing	
Mortgage repayments	
Mortgage interest	
Housing maintenance, minor repairs	
Major repairs, conversions and extensions to owner occupied housing	
Purchase of gifts of goods and services given to others outside the household	
Second hand goods purchased	
Luxury goods	
Financial services (including fees for financial advice, brokerage fees)	
Interest payments (excluding mortgage interest payments)	
Non-life insurance premiums (e.g. vehicle, housing, other property, medical), gross of claims	
Life insurance premiums	
Licences and fees (e.g. driver's licence, hunting licence, vehicle registration)	
Gambling expenditure, gross of winnings	
Investment-related expenditures (e.g. purchase of shares/stocks)	
Occupational expenditures	
Other business-related expenditures	
Social transfers in-kind of goods and services from government and non-profit institutions serving households	
Expenditures abroad	

**C. CONCEPTS, DEFINITIONS, CLASSIFICATION AND WEIGHTS**

15. Please provide a **brief definition of the CPI and its objectives.**

16. Please provide the definition of consumption expenditures used and whether consumption is defined in terms of “acquisition”, “use”, or “payment”.

17. **Classifications** (*Indicate the name of the national or international classification(s) used for classifying the consumption expenditures; whether links to the COICOP have been established; and if so, at which level.*)

Please provide the correspondence table in the annex, if available.

18. Please give (i) the names of the major groups, (ii) their **current weights** and (iii) **the number of items** in each major group.

	<b>Major Group</b>	<b>Weight</b>	<b>Number of basic items in the Major Group</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

19. Please give (i) the names of the food, beverages (non-alcoholic and alcoholic) and tobacco (including narcotics if applicable) classes, (ii) their **current weights** and (iii) the **number of items** in each class at the most disaggregated level possible. If weights are available by income groups and/or by region please also provide a copy in annex.

Major Group	Class	Weight	Number of basic items in the Class
Food			
Non-alcoholic beverages			
Alcoholic beverages			
Tobacco			

20. Do weights provided in question 18 include value of consumption from own production?  Yes  No

21. Please provide in annex the **historical CPI weights**, if available.

22. Please indicate the **sources of weights** (more than one option may be selected):

Household expenditure surveys

National accounts

Consumer surveys

Other (*please specify*)

23. Please indicate the **frequency of weights updates**:

- Annual
- Every two years
- Every 3-5 years
- With less frequency

24. Please indicate if you **adjust the weights from the weight reference period to the index reference period** (e.g. if weights are based on an expenditure survey carried out in 2005 and the reference period used for the index is 2010, the weights are adjusted to take account of the time lag between two periods ). If so, please indicate briefly the methodology used (e.g. update based on national accounts data, price updating of weights).

25. Please indicate if you compile **weights for different population groups or regions** (e.g. urban areas/rural areas, income groups, etc.).

**D. SAMPLE DESIGN**

26. Please indicate the **sampling method(s)** used for the CPI surveys.

	Localities	Outlets	Products
<b>Probability sampling</b>			
Simple random	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stratified sampling with simple random sampling in each stratum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sampling with probability proportional to size (PPS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stratified sampling with PPS sampling in each stratum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Non-probability sampling</b>			
Judgmental sampling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cut-off sampling (the elements with the highest sales or value of other auxiliary variable are included into the sample)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quota sampling (a priori fixing of the number of elements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other, specify:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

27. Please indicate the **frequency of sample updates**.

	Localities	Outlets	Products
Annual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuous (on a rotating basis)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other frequency, specify:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If the samples are not regularly updated, please indicate when the last updates were introduced.

28. Please indicate the **criteria used for determining the optimal sample sizes and the coverage of items** of the localities, outlets, items and variety samples for the all-items CPI.

29. Describe the **criteria and method used for selecting an item variety** in the outlet in case of loose specifications provided by the central office.

**E. DATA COLLECTION**

30. Please indicate the **approximate number of localities, outlets and price observations that are collected each month/quarter**.

	Localities	Outlets	Price observations
Number	<input type="text"/>	<input type="text"/>	<input type="text"/>

31. Please indicate the **frequency with which prices are collected** for different broad groups of goods and services (e.g. food items-weekly, furniture-quarterly, rents-annually).



32. Please indicate the **reference period for data collection** for different groups of items (specific week, a full month, a specific date). Describe any particular arrangement for specified items such as daily averages of fruits and vegetables

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33. Please indicate the **method of price data collection** used and specify the types of items for which they are used.

	<b>Method used (Yes/No)</b>	<b>Type of items concerned</b>
Personal data collection		
Mailed questionnaires		
Telephone interviews		
Scanner data		
Internet		
Official tariffs		
Other, specify:		

34. Please indicate briefly **how are the following treated** in the price collection and the estimating of average prices.

a.	Discounts and sales prices	
b.	Black market prices	
c.	Second hand purchases	

Please indicate briefly **how are the following treated:**

- 35. Missing or faulty prices**  
*(omission, carrying forward the previous observation, extrapolation by using the change of the other prices for the same item, re-weighting of the non-missing prices, other).*

Please indicate for how long imputing a missing price is allowed, and explain the procedure for selecting a replacement item.

- 36. Disappearance** of a given type or quality from the market (replacement of item/variety).

- 37. Quality differences**  
*(Please indicate what kind of adjustments are made for quality changes).*

- 38. Appearance of new items.**

**Seasonal items and seasonality** *(Please attach relevant methodological document)*

- 39.** Please indicate **what kind of items has a seasonal character** (e.g. fresh fruit and vegetables, clothing) and **how are they are treated.** If available, please provide the methodological document on the treatment of the seasonal items in annex

- 40.** Please indicate how **seasonal food items** are included in the CPI

Fixed weights approach: the weights are kept constant over the year, while prices of out-of season products are estimated or imputed	<input type="checkbox"/>
Variable weights approach: the weights vary over the year	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

41. Please indicate how **seasonal clothing items** are included in the CPI

Fixed weights approach: the weights are kept constant over the year, while prices on out-of season products are estimated or imputed	<input type="checkbox"/>
Variable weights approach: the weights vary over the year	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

42. If fixed weights are applied, please indicate the method used to impute the price development in **out-of season periods**

Carry forward the last observed price	<input type="checkbox"/>
Impute the price by using price development of in-season products	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

### Housing

43. Please describe the treatment of **owner-occupied housing** in the index.

Describe the **types of dwellings covered by the rent data** and the method and frequency for data collection of rents.

## F. COMPUTATION

44. Please indicate the **formula used for calculation of elementary indices** (a direct index compares prices in the current period with those in the base period; a chained index compares prices in the current period with those of the previous period and links the monthly changes into a long-term series).

	Direct form	Chained form
The arithmetic average of the price ratios (Carli index)	<input type="checkbox"/>	<input type="checkbox"/>
The ratio of arithmetic mean prices (Dutot index)	<input type="checkbox"/>	<input type="checkbox"/>
The ratio of geometric mean prices (Jevons index)	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>	<input type="checkbox"/>

45. Please provide the **formula used to aggregate elementary indices into higher level indices**

46. Please provide the formula or describe the process of aggregating regional/population group indices into national index.

47. If average prices (national or regional) are calculated, please describe the method or provide the formula for calculating **monthly and annual average prices**.

48. Please indicate if the compiled results are regularly **adjusted for seasonal variations**. If so, please describe the procedure used for seasonal adjustment (e.g. X11, X12, TRAMO).

49. Please indicate the **software** you use for calculating the CPI.

## G. EDITING AND VALIDATION PROCEDURES

50. Please describe the **control procedures used to ensure the quality of data:**

a. collected

b. processed

## H. DISSEMINATION

51. Please indicate the **timeliness** of dissemination of the CPI data. (*The lapsed time between the end of the field operation and the first publication of the index*).

52. Please indicate at what level of detail the CPI is published. (*Tick all the relevant boxes*)

	All items CPI	Division-level (12 divisions*)	Group-level (app. 40 groups*)	Class-level (app. 100 classes*)	Basic items	Average prices
Paper publications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online dissemination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restricted access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*The number of divisions/groups/classes are provided as an example and are based on the COICOP classification.

53. Please indicate if there are **separate indices published for specific population groups**, and if so, indicate which.

54. Please indicate the **type of products (e.g. food products, energy, gasoline)** for which average prices are calculated and disseminated.

### Main national publication sources:

55. Please give the title(s) of the key national publications and the website where the indices can be found.

56. Please give the title(s) of the latest publication and the website where CPI methodological information can be found.

## I. OTHER INFORMATION

57. Please attach to this questionnaire a copy of your current price **survey form(s)**.

58. Please attach to this questionnaire a copy of the **methodological document(s)** about the design of your CPI.

59. Additional comments regarding this questionnaire:

**THANK YOU FOR COMPLETING THIS QUESTIONNAIRE**