

## Government bodies of Euskal Estatistika Erakundea/Basque Statistics Institute (Eustat)

The General Directorate is the supreme body of the Euskal Estatistika Erakundea/Basque Statistics Institute.

The General Director of the Institute exercises the powers laid down in article 31 of Law 4/1986 of the 23<sup>rd</sup> of April on Statistics of the Basque Country, as do any other individuals in accordance with the current legislation.

➤ **The General Director has the following functions:**

- a) Legal and extra judicial representation of the Institute.
- b) The administrative management and the promotion, management and coordination of the Institute's activities.
- c) Exercising the powers conferred to each Autonomous Body by article 10.3 of Law 6/1989 of the 6<sup>th</sup> of July on the Basque Civil Service, in relation to personnel.
- d) The promotion, management and coordination of activities related to the training of statistics personnel.
- e) The proposal of the Institute's preliminary draft Budget, for subsequent approval by the Department it is attached to.
- f) Authorising the expenses and ordering the payments of the Institute.
- g) Exercising the powers of the contracting authority.
- h) The signing of conventions and agreements under the general rules of the Administration of the Basque Country.
- i) The official representation of the Basque Country in the field of statistics.
- j) Preparing the Preliminary Draft of the Plans and Projects of the Statistical Programs.
- k) The promotion and management of the Basque Country's relations, in the field of statistics, with the Basque Statistics Institute and with the Statistics Institutes and Organisations at International, State and Regional level.
- l) The planning, standardisation and harmonisation of the statistical activity of the Basque Statistics Institute.

➤ **The following bodies are Sub-directorates of the Euskal Estatistika Erakundea/Basque Statistics Institute:**

- a) Sub-directorate for Technical Coordination and Dissemination.
- b) Sub-directorate for Production and Statistical Analysis.

➤ **In general, the Sub-directorates are responsible for the following:**

- a)** The programming, promotion, management, coordination and supervision of the Sub-directorate, according to the guidelines set by the General Director of the Institute.
- b)** The management and coordination of the material, economic and human resources assigned to the Sub-directorate.

➤ **The functions of the Sub-directorate for Technical Coordination and Dissemination are as follows:**

- a)** Supervising the technical projects of each statistical operation included in the Basque Statistics Plan and the Annual Statistical Programs and carrying out technical audits.
- b)** Researching and developing new methodologies to be applied to the Institute's activity with priority given to the participation in European or international projects of this nature.
- c)** Designing, developing, maintaining and implementing the Institute's information and telecommunications systems, and preparing to this end the corresponding Systems Plans and proposing the standards to be used by the Institute in this area, in accordance with the stipulations of Decree 35/1997 of the 18<sup>th</sup> of February regulating the planning, organisation, distribution of functions and management methods in the field of information and telecommunications systems.
- d)** Conducting research on IT and telecommunications products already on the market, with a view to their possible use in the Institute's activity.
- e)** Establishing quality procedures in the various stages of statistical operations.
- f)** Performing statistical marketing and market research activities, as well as user satisfaction surveys, and proposing statistical studies, analysis or operations in order to cover any information needs detected.
- g)** Collaborating with the General Directorate in coordinating the Institute's relations with statistics organisations in Basque Country, the State and internationally, as well as with Universities, the media, economic and social players, and the users and clients of the Institute.
- h)** Preparing and maintaining the systems of rules, classifications, codes and nomenclatures to be used by the Basque Statistics Institute.
- i)** Establishing the Institute's dissemination policy according to the guidelines of the Directorate General, developing the corresponding dissemination products and maintaining and improving the contents of the Institute's Internet server.

- j) Designing, developing, maintaining and implementing the Statistical Data Bank of the Basque Country.
- k) Managing the Institute's Information Service, both at its headquarters and at its Territorial Offices.
- l) Proposing and, when necessary, developing dissemination products for gathering information.
- m) Channelling external requests for information and technical assistance, and attending to those that correspond to the Sub-directorate.
- n) Compiling an inventory and catalogue of external information source of statistical origin, or of those administrative origin that can be used statistically.
- o) Preparing and maintaining the Statistical Questionnaires Register and the Technical Projects Register of the Basque Statistics Institute.

➤ **The functions of the Sub-directorate for Production and Statistical Analysis are as follows:**

- a) Proposing, designing and developing the statistical production of the Plans and Programs assigned to the Sub-directorate.
- b) Systematising and implementing processes for the improvement and quality of statistical production.
- c) Carrying out and promoting surveys and analysis based on statistical information.
- d) Collaborating with the Directorate General to encourage and promote relations with statistical Institute and Bodies so as to bolster coordinated actions on technical aspects of the methodology of economic and socio-demographic statistics.
- e) Coordinating field work: the collection of information, establishing quality controls, high level inspection and training of the interviewers, debuggers, codifiers and inspectors.
- f) Designing, implementing, preparing and maintaining the Files-Directories.
- g) Designing, preparing and maintaining integrated systems of economic and socio-demographic statistics and indicators and economic accounts, both cyclical and structural.
- h) Providing coordination and advice on the technical and methodological aspects of economic and socio-demographic statistics.
- i) Developing technical projects for the statistics assigned to the Sub-directorate.
- j) Attending to the external request and technical assistance that correspond to the Sub-directorate.