

# Meta Information KOF Business Tendency Survey in Other Services Sector

## Population

The population is defined on the basis of the classification scheme NOGA 2008. The population contains 34 2-digit branches: 49–53; 58–63; 68–75 (without 711); 77–82; 86–88; 90–93; 95; 96.

## Sampling

The survey uses a fixed panel. The panel is replenished at an irregular basis. No cut-off regarding firm size is used. However, large firms are usually oversampled.

## Questionnaire

The questionnaire is available at the KOF website ([KOF Surveys](#)).

## Response effort

Interviews with respondents show that on average the questionnaire can be completed in about 15 minutes.

## Survey mode

The respondents can use an online questionnaire or a paper questionnaire.

## Field period

The field period starts in the first week of the reporting month and ends in the last week of the month.

## Frequency

Quarterly in the first month of the respective quarter.

## Non-response

To reduce non-response missing respondents are reminded by telephone. For non-response one copy of the response of the previous survey wave is used.

## Weighting and aggregation

For results at NOGA 2-digit level and below the responses are weighted by firm size measured through number of employed (full time equivalents).

For aggregation the 2-digit levels are merged into three distinct service groups. The groupings are:

I: 49–53; 58–63

II: 68–75 (without 711); 77–82

III: 86–88; 90–93; 95; 96

At the service groups level in addition to firm size weighting, population information is used for aggregation. In a first step firms are separated in three size classes (small, medium, large) and size weighted results for each size class are calculated. The three size class results are aggregated to service group level by use of the respective share of employed in the population. The service group levels are aggregated to overall other services with weighting by share of value added in the population.

## Quantification

Survey questions with categorical three response scales are quantified with the balances method. From the response options (+),(=),(-) the net balance is the percentage share of (+) responses minus the percentage share of (-) responses.

## Seasonal adjustment

Seasonal adjusted and smoothed results are calculated with the Census X–12-ARIMA procedure.

## Revisions

First results of the survey are usually calculated about five working days before the end of the month. Definitive results which take into account late responses are available after the end of the reporting month.

## Publication

The results of the KOF Business Tendency Surveys are used to construct indicators which are published regularly. The main indicator for the Swiss business cycle is the [KOF Economic Barometer](#). There is a fixed calendar for the publication of the indicator. This calendar is available at the [KOF website](#). Media agencies can get the media release with an embargo 10 minutes before its publication. Other indicators grounding on the surveys are the [KOF Employment Indicator](#) and the [KOF Business Situation](#), which is published in the [KOF Bulletin](#). Detailed results of the surveys are presented in a [media conference](#) after each quarterly survey.

## International comparability

The survey contains most of the questions contained in the harmonized survey program of the [Directorate General for Economic and Financial Affairs](#) of the European Commission. The harmonized program is implemented in almost all member and candidate countries of the European Union and forms an important international standard.