

Name of collection: Communications Usage Trend Survey (Enterprises)

<p>Nature of collection If possible, use the classification of collection types shown above e.g. <i>ICT use collection – business</i>. For “other” collections, provide details e.g. <i>Other ICT collection – ISPs</i>.</p>	ICT use collection – Business
<p>Collection agency</p>	Information and Communications Policy Bureau Ministry of Internal Affairs and Communications (MIC) (“Information and Communications Policy Site” http://www.soumu.go.jp/joho_tsusin/joho_tsusin.html)
<p>General references to collection material Metadata, questionnaires etc</p>	Questionnaires (“Information & Communications Statistics Database” http://www.jhotsusintokey.soumu.go.jp/english/index.html)
<p>Survey basis or vehicle E.g. Labour Force supplement, standalone survey, administrative byproduct data</p>	Part of “Communications Usage Trend Survey”
<p>Frequency of collection</p>	Annual
<p>Collection history Reference dates and/or periods from the first to the latest collection</p>	Since 1993 (specializing in ICT items : 2000 or thereabout)
<p>Whether collection is mandatory or voluntary</p>	Voluntary
<p>Scope and coverage of collection Target population in terms of size, industry, population groups etc</p>	Nationwide, Enterprises
<p>Main classifications used E.g. industry, size, commodity, occupation</p>	Industry, number of employees, capital, sales
<p>Collection methodology E.g. face-to-face, mail, Web, telephone interview</p>	By mail
<p>Reporting and Statistical units Enterprise, establishment, household, etc</p>	Enterprises
<p>Sample frame used</p>	List by Establishment and Enterprises Census
<p>Sampling method E.g. stratified random sampling, cluster sampling</p>	Random sampling (Systematic Sampling on regular employee size for each industry)
<p>Sample size For the most recent collection</p>	3,000
<p>Response rate The responding proportion of the live in-scope population, most recent collection</p>	46.9%
<p>Methods for dealing with non-response (item and unit) Indicate whether imputations are made for non-</p>	No imputation

response and a short description of methods used.	
Weighting of results Weighting method e.g. by employment, number of enterprises, revenue	By composition according to industry and employment
Relative standard errors (or coefficients of variation) on main aggregates For the most recent collection. These can be expressed as a range of values. For a given variable, the RSE or CV is equal to the ratio of the square root of the estimate of the sampling variance to the estimated value. It can be expressed as a fraction or a percentage.	
Known data quality issues with this collection E.g. non-response bias, comparability problems over time, definitional issues, coverage deficiencies, timeliness of frame, high item non-response (identify topics which are particularly problematic).	
Output details Please list (or link to) relevant publications for this collection. You can also email relevant files to the OECD.	("Information & Communications Statistics Database" http://www.johotsusintokei.soumu.go.jp/english/index.html)
Other comments	
Contact/s Where available, provide names and email addresses.	Masahiko Nishigaki (Mr.) (m-nishigaki@soumu.go.jp) Deputy Director Economic Research Office Information and Communications Policy Bureau Ministry of Internal Affairs and Communications (MIC)

Name of collection: Communications Usage Trend Survey (Business Establishments)

Nature of collection If possible, use the classification of collection types shown above e.g. <i>ICT use collection – business</i> . For "other" collections, provide details e.g. <i>Other ICT collection – ISPs</i> .	ICT use collection – Business
Collection agency	Information and Communications Policy Bureau Ministry of Internal Affairs and Communications (MIC) ("Information and Communications Policy Site" http://www.soumu.go.jp/joho_tsusin/joho_tsusin.html)
General references to collection material Metadata, questionnaires etc	Questionnaires ("Information & Communications Statistics Database" http://www.johotsusintokei.soumu.go.jp/english/index.html)
Survey basis or vehicle E.g. Labour Force supplement, standalone	Part of "Communications Usage Trend Survey"

survey, administrative byproduct data	
Frequency of collection	Annual
Collection history Reference dates and/or periods from the first to the latest collection	Since 1990 (specializing ICT items : 2000 or thereabout)
Whether collection is mandatory or voluntary	Voluntary
Scope and coverage of collection Target population in terms of size, industry, population groups etc	Nationwide, Establishment
Main classifications used E.g. industry, size, commodity, occupation	Industry, number of employees, capital, sales
Collection methodology E.g. face-to-face, mail, Web, telephone interview	By mail
Reporting and Statistical units Enterprise, establishment, household, etc	Business Establishments
Sample frame used	List by Establishment and Enterprises Census
Sampling method E.g. stratified random sampling, cluster sampling	Random sampling (Systematic Sampling on regular employee size for each industry)
Sample size For the most recent collection	5,600
Response rate The responding proportion of the live in-scope population, most recent collection	50.4%
Methods for dealing with non-response (item and unit) Indicate whether imputations are made for non-response and a short description of methods used.	No imputation
Weighting of results Weighting method e.g. by employment, number of enterprises, revenue	By composition according to industry and employment
Relative standard errors (or coefficients of variation) on main aggregates For the most recent collection. These can be expressed as a range of values. For a given variable, the RSE or CV is equal to the ratio of the square root of the estimate of the sampling variance to the estimated value. It can be expressed as a fraction or a percentage.	
Known data quality issues with this collection E.g. non-response bias, comparability problems over time, definitional issues, coverage deficiencies, timeliness of frame, high item non-response (identify topics which are particularly problematic).	High item non-response
Output details	("Information & Communications Statistics Database")

Please list (or link to) relevant publications for this collection. You can also email relevant files to the OECD.	http://www.johotsusintokey.soumu.go.jp/english/index.html)
Other comments	
Contact/s Where available, provide names and email addresses.	Masahiko Nishigaki (Mr.) (m-nishigaki@soumu.go.jp) Deputy Director Economic Research Office Information and Communications Policy Bureau Ministry of Internal Affairs and Communications (MIC)

Name of collection: Establishment and Enterprise Census

Nature of collection If possible, use the classification of collection types shown above e.g. <i>ICT use collection – business</i> . For “other” collections, provide details e.g. <i>Other ICT collection – ISPs</i> .	ICT use collection – Business
Collection agency	Statistics Bureau, Ministry of Internal Affairs and Communications http://www.stat.go.jp/english/index.htm
General references to collection material Metadata, questionnaires etc	A part of item in Establishment and Enterprise Census http://www.stat.go.jp/english/data/jigyoku/index.htm
Survey basis or vehicle E.g. Labour Force supplement, standalone survey, administrative byproduct data	Standalone survey
Frequency of collection	The Census – every five years
Collection history Reference dates and/or periods from the first to the latest collection	ICT use collection was conducted in 2001 for the first time.
Whether collection is mandatory or voluntary	Mandatory
Scope and coverage of collection Target population in terms of size, industry, population groups etc	All enterprises and establishments in Japan.
Main classifications used E.g. industry, size, commodity, occupation	Industry, legal status, number of persons engaged, capital, year of opening etc
Collection methodology E.g. face-to-face, mail, Web, telephone interview	Questionnaires are distributed and collected by enumerators.
Reporting and Statistical units Enterprise, establishment, household, etc	Enterprise and establishment
Frame used	Census Enumeration Districts.
Sampling method E.g. stratified random sampling, cluster sampling	All enterprises and establishments are surveyed.

Sample size For the most recent collection	Around 6,200,000 establishments (All establishments)
Response rate The responding proportion of the live in-scope population, most recent collection	Around 97%
Methods for dealing with non-response (item and unit) Indicate whether imputations are made for non-response and a short description of methods used.	We don't do anything.
Weighting of results Weighting method e.g. by employment, number of enterprises, revenue	Not applicable
Relative standard errors (or coefficients of variation) on main aggregates For the most recent collection. These can be expressed as a range of values. For a given variable, the RSE or CV is equal to the ratio of the square root of the estimate of the sampling variance to the estimated value. It can be expressed as a fraction or a percentage.	Not applicable
Known data quality issues with this collection E.g. non-response bias, comparability problems over time, definitional issues, coverage deficiencies, timeliness of frame, high item non-response (identify topics which are particularly problematic).	Unknown.
Output details Please list (or link to) relevant publications for this collection. You can also email relevant files to the OECD.	Website: http://www.stat.go.jp/english/data/jigyoku/index.htm
Other comments	None
Contact/s Where available, provide names and email addresses.	Email p-shinsa@stat.go.jp

Name of collection: Unincorporated Enterprise Survey

Nature of collection If possible, use the classification of collection types shown above e.g. <i>ICT use collection – business</i> . For “other” collections, provide details e.g. <i>Other ICT collection – ISPs</i> .	ICT use collection – Business
Collection agency	Statistics Bureau, Ministry of Internal Affairs and Communications http://www.stat.go.jp/english/index.htm
General references to collection material Metadata, questionnaires etc	Unincorporated Enterprise Survey http://www.stat.go.jp/english/data/kojinke/index.htm

Survey basis or vehicle E.g. Labour Force supplement, standalone survey, administrative byproduct data	Standalone survey
Frequency of collection	We have two types of questionnaires, Trend Survey Questionnaire and Structural Survey Questionnaire. Questions on ICT use are included in Trend Survey Questionnaire. This is collected quarterly.
Collection history Reference dates and/or periods from the first to the latest collection	<p>The survey has its origins in the "Unincorporated Enterprise Survey" introduced by the Economic Stabilization Agency (the present Cabinet Office) in 1947 to obtain an estimate of national income.</p> <p>The survey was renamed to the "Unincorporated enterprise survey" in July 1961, and some service industries were included in addition to the conventional manufacturing, wholesale and retail trade categories. In July 1964, the survey was expanded to include the Assets and Liabilities for Businesses.</p> <p>In addition, in order to obtain a more accurate picture of trends in unincorporated establishments, as well as structural changes such as moves toward chain affiliations among unincorporated establishments and the aging of business proprietors, in 2002 a substantial review of survey methods was completed, via a process of sorting and consolidating conventional questionnaires, etc. New items such as business sentiment and the age of the business proprietors were also added, and to enhance the accuracy of the survey results, the number of survey establishments was increased from around 3,000 establishments to 4,000.</p>
Whether collection is mandatory or voluntary	Mandatory
Scope and coverage of collection Target population in terms of size, industry, population groups etc	The survey covers approximately 4,000 unincorporated enterprises.
Main classifications used E.g. industry, size, commodity, occupation	Industry, city groups, number of persons engaged, age groups of business proprietors
Collection methodology E.g. face-to-face, mail, Web, telephone interview	Questionnaires are distributed and collected by enumerators.
Reporting and Statistical units Enterprise, establishment, household, etc	Unincorporated Enterprise
Sample frame used	<u>Establishment and Enterprise Census</u>
Sampling method E.g. stratified random sampling, cluster sampling	Stratified three – stage sampling method (first stage: Municipalities, second stage: Unit districts combining the survey districts of the Establishment and Enterprise Census, third stage: Establishments).

<p>Sample size For the most recent collection</p>	About 4,000 unincorporated enterprises
<p>Response rate The responding proportion of the live in-scope population, most recent collection</p>	Over 95%
<p>Methods for dealing with non-response (item and unit) Indicate whether imputations are made for non-response and a short description of methods used.</p>	Other unincorporated enterprise is sampled in exchange for non – response ones.
<p>Weighting of results Weighting method e.g. by employment, number of enterprises, revenue</p>	The Unincorporated Enterprise Survey aims to clarify the actual conditions of business management at establishments engaged in manufacturing, wholesale and retail trade, eating and drinking places, accommodations and providing services in Japan, as well as obtain basic data on trends in business for the promotion of small and medium-sized enterprises.
<p>Relative standard errors (or coefficients of variation) on main aggregates For the most recent collection. These can be expressed as a range of values. For a given variable, the RSE or CV is equal to the ratio of the square root of the estimate of the sampling variance to the estimated value. It can be expressed as a fraction or a percentage.</p>	Unknown.
<p>Known data quality issues with this collection E.g. non-response bias, comparability problems over time, definitional issues, coverage deficiencies, timeliness of frame, high item non-response (identify topics which are particularly problematic).</p>	Unknown
<p>Output details Please list (or link to) relevant publications for this collection. You can also email relevant files to the OECD.</p>	Website: http://www.stat.go.jp/english/data/kojinke/index.htm
<p>Other comments</p>	None
<p>Contact/s Where available, provide names and email addresses.</p>	Email e-kojin@stat.go.jp