

Name of collection: Information and Technology survey – General Government 2007/ Inquérito à Utilização das Tecnologias da Informação e da Comunicação na Administração Pública 2007

<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 – Government
<p>Collection agency</p>	UMIC – Knowledge Society Agency
<p>General references to collection material Metadata, questionnaires etc</p>	Information and Technology survey – General Government
<p>Survey basis or vehicle E.g. Labour Force supplement, standalone survey, administrative byproduct data</p>	Stand-alone survey. This survey is independent from other surveys.
<p>Frequency of collection</p>	Annual
<p>Collection history Reference dates and/or periods from the first to the latest collection</p>	<p>Survey conducted in 2000, and annually since 2002 onwards.</p> <p>Reference period - Main reference period for the ICT variables: September to November 2007 and, in some cases, December 2006.</p> <p>Survey period:</p> <p>Central Public Administration: September to November 2007</p> <p>Regional Public Administration: September to November 2007</p>
<p>Whether collection is mandatory or voluntary</p>	Mandatory
<p>Scope and coverage of collection Target population in terms of size, industry, population groups etc</p>	<p>Survey directed to all Central Public Administration Bodies (Mainland) and All Regional Public Administration Bodies (Madeira’ Regional Government and Azores’ Regional Government)</p> <p>Scope area: all national territory is covered (Mainland, Azores and Madeira); no parts excluded.</p>
<p>Main classifications used E.g. industry, size, commodity, occupation</p>	Autonomy level, size class (persons employed) and type of public body
<p>Collection methodology E.g. face-to-face, mail, Web, telephone interview</p>	<p>This survey combines two techniques of data collection: electronic and postal. The Central and Regional Public Administration Bodies can answer to the questionnaire online through a system created to the effect or send the information by post.</p> <p>No proxy allowed.</p>
<p>Reporting and Statistical units Enterprise, establishment, household, etc</p>	Public Administration Body
<p>Sample frame used</p>	Administrative list
<p>Sampling method E.g. stratified random sampling, cluster sampling</p>	Census

Sample size For the most recent collection	Central Public Administration	Regional Public Administration	
	Mainland	Azores	Madeira
	212	41	63
Response rate The responding proportion of the live in-scope population, most recent collection	Central Public Administration	Regional Public Administration	
	Mainland	Azores	Madeira
	87%	100%	100%
Methods for dealing with non-response (item and unit) Indicate whether imputations are made for non-response and a short description of methods used.	Measures taken to reduce the unit non-response: - Previous notification in the form of a letter sent to all central and regional public bodies; - Phone and email support are provided to the respondents. - In this survey we use a system of three reminders: by post, email and phone call (if the first aren't successful). In this survey the concrete number of reminders performed is defined in order to guarantee a minimum response rate equal or superior to 75%. Methods used for non-response treatment: In the case of total or partial non response no imputation is performed.		
Weighting of results Weighting method e.g. by employment, number of enterprises, revenue	No weighting used.		
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.	The results of the Survey on Information and Communication Technologies Usage in Public Administration 2007 were released December, 18th. http://www.unic.pt/images/stories/osic/CapIII_G_Electronico_Port_Eng.xls		
Other comments			
Contact/s Where available, provide names and email addresses.	Raquel Ferreira da Mata UMIC – Knowledge Society Agency Email: raquel.mata@unic.pt Taguspark, Edifício Inovação 1, 2º, Sala 124		

	2740-122 Porto Salvo Portugal Telefone: +351211119600 Fax: +351211119648
--	---