

## Questionnaire manual: Prices of services

Questionnaire code: 14912026

Submitted in: By the 6th day after the end of the reference month

Periodicity: Monthly

p. 1/3

Statistics Estonia guarantees the full protection of data submitted.

Self-service environment a <https://uuringud.stat.ee/> is for data submission.

Please make sure that you enter data in the correct cell. If you enter alphabetical characters in a number field, a corresponding error message is displayed. In the case of some fields, logic (arithmetic) checks have been applied to prevent data entry mistakes. If there is a conflict in the entered data or they conflict with prefilled data, an error message appears when the table is checked. In the case of errors, review the data carefully and make corrections.

After correcting the data, save changes and check the questionnaire again. If there are no more mistakes, confirm and submit the data by clicking "Confirm" on the last page of the questionnaire. You will be displayed a message that the data have been submitted successfully. If you have any questions, please contact Statistics Estonia's customer service either by phone at +372 625 9300 (Mon–Thu 8:30–16:30, Fri 8:30–15:30) or by e-mail at [klienditugi@stat.ee](mailto:klienditugi@stat.ee).

### DATA COLLECTED WITH THE QUESTIONNAIRE

**Table 1. Prices of services (for additional information, click on the table name)**

To enter the data, click Add table row. If the data has been entered in the window, click Add row to the table row; to close the page, click Close. To change an already entered and saved row, click on the corresponding row number in the first column – a data correction window opens.

In the web form, column A is prefilled in January for up to 5 services. Please select, in accordance with the codes of prefilled services, the services of key importance in enterprise's sales that characterise price changes and enter the data in other fields. Starting from the February questionnaire, columns A, 1, 2, 4, 6, and 7 are prefilled. Please double-check the fields of prefilled columns (1, 2, and 4) and correct and fill in the price fields where necessary. If a prefilled service is no longer supplied, note in column 3 "Remark" that the service has been discontinued and add a new service on an empty row and the service code in field A. In case of renting out own real estate (EMTAK 682), indicate the ratios of rental income and expenditures to square metres of rented real estate.

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You need not fill in the value: period, economic activity
1 / A	Service – code according to the EMTAK	PI_SP_1_A	Service code according to the Estonian Classification of Economic Activities (EMTAK) in force in the reference year.	EMTAK2025_68_70_73_74_79_82_54L	
1 / 1	Service – service/contract ID	PI_SP_T UNNUS_1_1	Service/contract ID – a code that uniquely identifies a contract or service of key importance in the enterprise's sales.	Text	
1 / 2	Service – description	PI_SP_1_2	Description – the service should be described with such accuracy that would enable to identify it unmistakably. Write the major factors that influence the price.	Text	
1 / 3	Service – remark	PI_SP_M ARKUS_1_3	If the service is no longer provided or has lost its representability in the enterprise's sales, it should be replaced with as similar a service as possible (e.g. from the same group of services); in the remark field, add a brief comment about the reason for the replacement. If the price or description of the service differs considerably from that in the previous month, add a brief comment about the reason for this change.	Text	
1 / 4	Service – unit	PI_SP_1_4	Unit of measurement of the service (e.g. hours of work, monthly contract fee, m <sup>2</sup> , kg, pieces, etc.).	Text	
1 / 5	Service – unit price in the reference month	PI_SP_1_5	Unit price in the reference month, excluding VAT, in euros, rounded to full cents. If the service was temporarily not sold in the reference period, write '0' in the price field. If the price or description of the service differs considerably from that in the previous month, add in the remark field a brief comment about the reason for the change.	Positive real number (0,2)	
1 / 6	Service – unit	PI_SP_H	Unit price of the service in the previous month In euros	Positive real	

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p. 2/3

	price in the previous month	IND_EEL 1_6	rounded to full cents.	number (0,2)	
1 / 7	Service – estimated share of the service in sales in the previous calendar year	PI_SP_1_7	Estimated share of the service in sales in the previous calendar year. To be filled in once a year in the January questionnaire.	Positive real number (0,1)	2026-05, 2026-06, 2026-07, 2026-08, 2026-09, 2026-10, 2026-11

**Table 2. TIME SPENT ON FILLING OUT THE QUESTIONNAIRE (incl. for preparing the data)**

The table need not be filled in period(s) **2026-01, 2026-03, 2026-04, 2026-05, 2026-06, 2026-07, 2026-08, 2026-09, 2026-10, 2026-11, 2026-12.**

Please estimate how much time you spent on filling out the questionnaire (incl. time spent on reading the instructions, collecting and preparing data). Record the total time spent by all employees.

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You need not fill in the value: period, economic activity
1 / 1	Number of hours spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGTU NDI	Number of hours spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing the necessary data.	Positive integer	
1 / 2	Number of minutes spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGMI NUTIT	Number of minutes spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing data. Permitted value range 0–59.	Positive integer	

**Table Y2. Overall assessment on the questionnaire**

The table need not be filled in period(s) **2026-01, 2026-03, 2026-04, 2026-05, 2026-06, 2026-07, 2026-08, 2026-09, 2026-10, 2026-11, 2026-12.**

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You need not fill in the value: period, economic activity
/	Overall assessment on the ease of completing the questionnaire	TAGASI SY_1		rahulolu_v ga_lihtne_v aga_keeruli ne_5L	

**Table Y3. Suggestions and comments**

The table need not be filled in period(s) **2026-01, 2026-03, 2026-04, 2026-05, 2026-06, 2026-07, 2026-08, 2026-09, 2026-10, 2026-11, 2026-12.**

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/	You need not fill in the value: period,
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				classification name	economic activity
/	Suggestions and comments	TAGASI S_TESS T		Text	