S T A T U T E ON THE STATE STATISTICAL COMMITTEE

THE REPUBLIC OF AZERBAIJAN

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I. General provisions

1. The State Statistical Committee of the Republic of Azerbaijan (referred after to as the SSC of Azerbaijan) is the central executive authority running state policy in the field of statistics and forming official statistics on the social, economic and demographic situation of country on the base of unified methodology.
2. The SSC of Azerbaijan keeps the guidance of the Constitution of the Republic of Azerbaijan, Laws of the Republic of Azerbaijan, decrees and orders of the President of the Republic of Azerbaijan, decisions and orders of the Cabinet of Ministers of the Republic of Azerbaijan and this Statute in its activity.
3. The SSC of Azerbaijan acts in interrelation with the central and local executive authorities, local self administrative bodies, as well as with public organizations of the Republic of Azerbaijan while carrying out duties and functions considered in this Statute.
4. The SSC of Azerbaijan has independent balance, state property in its order corresponding to legislation, treasury and bank accounts, stamps and blanks with the description of its name and description of the state seal of the Republic of Azerbaijan.
5. Central office and local divisions of the SSC of Azerbaijan are financed by the state budget of the Republic of Azerbaijan.

II. Main duties of the SSC of Azerbaijan

6. The SSC of Azerbaijan has the following duties:

6.1 to determine main directions by running state policy in the field of statistics in the Republic of Azerbaijan, to provide on time collection of statistical data and correspondence to social-economic processes taking place in the country.
6.2 to compile summed and aggregated results by country and regions on the base of collected data, to publish statistical yearbooks, bulletins, round-up, expresses and other statistical materials in determined volume and title, to publish round-up statistical data of wide interest in the press, to explain official statistical information.
6.3 to analyze statistical data, to carry out balance calculations of social-economic and demographic processes and to prepare forecasts, and explain them.
6.4 to create State Register of statistical reporting units, to develop and use statistical classifications liked with international classifications and corresponding to indigenous situation in order to provide the comparability of produced statistical data by taking the requirements of the legislation of the Republic of Azerbaijan into consideration.
6.5 to provide public authorities, legal entities and natural persons with statistical data on country, region and city level by providing the confidentiality of primary data.
6.6 to improve the principles and methods of the collection, processing and usage of statistical data, to apply statistical traditions and scientific achievements of leading countries in the field of official statistics.
6.7 to coordinate works on the approval and improvement of statistical report forms, to work out official statistical report forms, to determine their collection periods and rules (excluding the rules of carrying out state statistics on the field of protection of environment and labor protection), to liquidate state statistical reports contradicting the legislation on statistics, also those not having importance anymore.
6.8 to carry out international collaboration in the field of statistics within the framework of its competencies, to participate in the work of international statistical organizations in determined way, to organize seminars jointly with them.
6.9 to implement other duties entrusted to the SSC of Azerbaijan by the legislation of the Republic of Azerbaijan.

III. Functions of the SSC of Azerbaijan

7. The SSC of Azerbaijan carries out the following functions according to the duties determined by the Statute:

7.1 prepares the projects of state programs in the field of statistics and carries out corresponding measures within the framework of its competencies for the implementation of approved programs;
7.2 gets substantial and reliable statistical data from all legal entities, corresponding state authorities of the property of the Republic of Azerbaijan located in the territory of the Republic of Azerbaijan, as well as out of boundaries, from representations and branches of foreign legal entities having state registration in the Republic of Azerbaijan without payment according to the legislation, and the way determined by the SSC of Azerbaijan regardless the obedience and the type of property;
7.3 obtains necessary information (without payment) from natural persons (entrepreneurs) for statistical observations on their social-demographic condition and entrepreneurship activity;
7.4 makes corrections on reports in the case of distortion of data, sets out compulsory tasks to be implemented by legal entities and natural persons for the reflection of these corrections on primary statistical and accounting and on other documents, requires necessary information and references from them related with this issue;
7.5 prepares the program (plan) of annual statistical works of the SSC of Azerbaijan and approves with the agreement of the Cabinet of Ministers of the Republic of Azerbaijan in corresponding way;
7.6 determines the features of coverage, type, periodicity and subject of each element for obtaining information related with the existing resources, economic, demographic, social and ecological situation in the program of annual statistical works;
7.7 runs censuses and surveys according to the normative juridical acts of the Republic of Azerbaijan;
7.8 obtains necessary statistical information on the base of state statistical reports, applies sample observations besides general statistical observations;
7.9 analyzes social processes, the living level of population and expenditures, runs social-demographic observations, the statistics of households, carries out surveys;
7.10 works out statistical data on the base of unique methodology and modern technology;
7.11 provides corresponding government bodies with necessary information reflecting real social-economic situation in the country and regions;
7.12 renders data-analysis and other paid services to legal entities and natural persons by paying the fee to the state budget on the base of contracts;

7.13 prepares information on economic and social development of the Republic of Azerbaijan for the compilation of state budget and presents to central executive powers;
7.14 sells produced statistical materials (books) and additional materials not considered in the program of statistical works to users, except executive, legislative and court authorities, mass media, in defined way and by paying the fee to state budget;
7.15 prepares official statistical materials and implements statistical observations on the base of comparable methodology with standards adopted in international practice;
7.16 carries out necessary measures in order to prevent obtaining, disseminating and using confidential statistical data contradicting the law;
7.17 carries out automated recording and coding of statistical units located in the territory of the Republic of Azerbaijan and having state registration in order to develop official statistics;
7.18 works on shifting to the system of national accounts, corresponding international standards with central executive bodies;
7.19 holds press conferences with the representatives of mass media on regular base;
7.20 provides scientific and education institutions with necessary statistical data for scientific researches on the base of contracts;
7.21 presents information concerning with them on the base of application of legal entities and natural persons;
7.22 provides report forms and instructions on its compilation free of charge to legal entities and natural persons submitting state statistical reports, gives information them on the time, periodicity and other necessary requirements for presenting statistical reports;
7.23 provides the improvement of the level of specialty and knowledge of specialists working in the field of statistics, makes contracts with educational institutions on the preparation specialist staff;
7.24 runs statistical researches together with scientific units of the Azerbaijan National Academy of Sciences, ministry and main departments and prepares statistical methodology and standards with this purpose, assists for conducting alternative observations;
7.25 undertakes measures to raise the efficiency of the activity of establishments in its obedience within the framework of its powers;
7.26 adopts rules on the preparation of official statistical materials and compilation report forms in defined way by the Law "On Official Statistics" of the Republic of Azerbaijan and other normative-legal acts;
7.27 implements other functions entrusted to the SSC of Azerbaijan by the legislation of the Republic of Azerbaijan.

IV. Rights of the SSC of Azerbaijan

8. The SSC of Azerbaijan has the following rights in order to carry out its duties and functions:

8.1 to publish information on the results of economic and social situation of the Republic of Azerbaijan, to work out methodological issues in the area of statistics and registration;
8.2 to select the source and method of data acquisition for carrying out works in the field of statistics, to determine the form and time of its dissemination;
8.3 to attract the specialists of departments and organizations to carry out statistical works as defined with the legislation of the Republic of Azerbaijan;
8.4 to assess the projects of normative juridical acts presented to the President of the Republic of Azerbaijan and the Cabinet of Ministers of the Republic of Azerbaijan related with statistics and statistical registration;
8.5 to make contracts of collaboration on the issues of improvement of statistical methodology and usage of new technologies with the statistical services of foreign countries as defined in the legislation and corresponding to international legal norms;
8.6 to attract foreign and local experts, make contracts with them as defined by legislation for working out and implementing issues related to its authority;
8.7 to make decisions to be executed by legal entities and natural persons in the sphere of organizing statistical works, corresponding to authorities;
8.8 to prepare and improve normative legal acts on statistics in the Republic of Azerbaijan, to prepare and present proposals on the situation and development of statistics in the country to the President of the Republic of Azerbaijan and the Cabinet of Ministers of the Republic of Azerbaijan;
8.9 to use statistical data of data base of corresponding executive authorities on the base of contracts made;
8.10 to apply administrative reproach measures on officials, legal entities and natural persons violating the rules of presenting statistical data within the frame work of powers and disseminating statistical secret, as defined by legislation;
8.11 to implement other rights considered by the legislation of the Republic of Azerbaijan.

V. Organization of activity of the SSC of Azerbaijan

9. Chairman appointed and lifted by the President of the Republic of Azerbaijan has the leadership of the SSC of Azerbaijan.

10. The Chairman of the SSC of Azerbaijan personally carries responsibility for the implementation of duties entrusted to the SSC of Azerbaijan.

11. The SSC of Azerbaijan has first deputy and two deputies appointed and lifted by the President of the Republic of Azerbaijan. Deputy Chairmen act according to the duty distribution carried out among them by the chairman.

12. The Chairman of The SSC of Azerbaijan:

12.1 organizes and leads the activity of the SSC of Azerbaijan;

12.2 approves the structure and the staff list of the central apparatus of the SSC of Azerbaijan and organizations of its obedience financed from budget within the frames of determined wage fund and the number of employees;

12.3 creates structural divisions of the obedience of the SSC of Azerbaijan in defined way, reorganizes, determines the expenditures, the values of financing related with the implementation of statistical works;

12.4 approves statutes of structural divisions of central apparatus of the SSC of Azerbaijan and organizations of its obedience;

12.5 makes statements, gives orders, signs legal acts of compulsory execution on the activity of the central apparatus of the SSC of Azerbaijan and organizations of its obedience within the frames of his powers;

12.6 appoints and lifts leading employees and specialists of the structural divisions of central apparatus of the SSC of Azerbaijan, as well as the chiefs of structures belonging to the SSC of Azerbaijan, according to legislation, undertakes stimulation and discipline reproach measures in determined way, gives representations in defined way to confer distinguishing employees with honorary titles and corresponding state awards of the Republic of Azerbaijan;

12.7 make discussions with the representatives of international organizations, foreign countries concerning with the issues of activity coverage of the SSC of Azerbaijan, signs international contracts according to the legislation;

12.8 implements other authorities according to the legislation of the Republic of Azerbaijan.

13. Board (collegia) consisting of the Chairman of the SSC of Azerbaijan (Chairman of the Board), Deputy Chairmen by duties, as well as chairman of the State Statistical Committee of Nakhchivan Autonomous Republic, leading personnel of central office of the SSC of Azerbaijan and organizations of its obedience is organized.

14. The number of the members of the Board of the SSC of Azerbaijan and membership is approved by the Cabinet of Ministers of the Republic of Azerbaijan.

15. The Board of the SSC of Azerbaijan discusses the issues concerning with its activity, implementation of tasks entrusted, organization and development of statistics in the country and makes corresponding decisions on them in meetings. Leaders, scientists and specialists of executive powers, enterprises, organizations and departments having relation with the issues discussed may be invited to the meetings of the Board in cases of necessity.

16. Meetings of the Board of the SSC of Azerbaijan are powerful when more than half of the members participate in meetings.

17. Decisions of the Board of the SSC of Azerbaijan are approved with the majority of votes, protocols are made official. Decisions of the Board are implemented as/with the orders of the chairman.

18. Scientific-methodological council, in cases of necessity a group of consultants consisting of scientists, highly experienced specialists is created with the purpose of improvement of the system of statistical indicators, its programs and methodology.