

**Internet address:** tilastokeskus.fi/keruu/yry/lomake  
**User ID:**  
**Password:**  
**Establishment code:**  
**Industry:**

## *Annual inquiry on energy use in manufacturing (TEK-2012)*

*Dear Recipient,*

Your enterprise/establishment is included in Statistics Finland's inquiry on energy use in manufacturing. The inquiry collects data on fuels, electricity and heat used by your establishment during 2012. The data on energy use are used to compile energy statistics, calculate carbon dioxide emissions and in international statistical reporting. Other data sources are also used in the data collection and thus all establishments of multi-establishment enterprises are not necessarily included in the inquiry.

Replies to the inquiry are submitted electronically. The Internet address of the inquiry and the logging in identifiers for your establishment are in the top right-hand corner of this letter. Detailed instructions for answering can be found on the electronic form and on the inquiry's website where you can also find a facility for printing out a paper questionnaire.

Please note that changes have been made to the breakdown of the fuel classification in this year's inquiry and new fuel categories have been added. Detailed information about the changes are presented in the appended "Changes to Statistics Finland's fuel classification from 1 January 2013" release.

**The inquiry should be responded to by 27 March 2013 at the latest.**

The obligation to provide data is based on the Statistics Act (280/2004). You will find further information about the treatment of the data and the data provision obligation on the reverse of this letter.

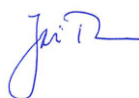
Our contact persons can help you with questions regarding the inquiry and filling in the form. Contact by email [energia.teollisuus@stat.fi](mailto:energia.teollisuus@stat.fi)

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Frågor på svenska besvaras av Kirsi-Marja Aalto 09 1734 3442

Thank you for your co-operation



Jari Tarkoma  
Director

## *Information on the data collection, the obligation to provide data and treatment of the data*

Statistics Finland is a government agency entrusted with the statutory task of compiling statistics and conducting studies describing social conditions in Finland. Information about Statistics Finland is available at: [tilastokeskus.fi](http://tilastokeskus.fi)

All data provided by establishments are collected for the statistics on energy use in manufacturing. The statistics are based on the European Union's Regulation on energy statistics (EC) No 1099/2008, issued on 22 October 2008. The statistics on energy use is used, for example, by enterprises and their organisations, researchers and public administration. It is in the interest of enterprises that decision-makers have in their possession accurate information about the financial state in different industries.

### *Obligation to provide data*

The inquiry on energy use in manufacturing is statutory. The obligation to provide data is based on the Statistics Act (280/2004, Section 14) according to which practitioners of trade are obliged to provide Statistics Finland with such data that are necessary for the compilation of statistics. Statistics Finland is entitled to receive the data free of charge (Section 21).

By virtue of Section 8 of the Statistics Act, data providers have the right to seek exemption from the obligation to provide data wholly or partially if the provision of data causes the respondent unreasonable inconvenience and the exemption will not essentially hamper the production of statistics or weaken the reliability and usability of statistics. Unreasonable inconvenience refers to putting the respondent in an unequal position with regard to other data providers. Exemption from the obligation to provide data must be sought in writing. The application must contain the applicant's Business ID code, the reference of this cover letter (TK-41-294-13), justifications for the sought exemption, a signature and the contact details of the signatory (postal address and telephone number). The application must be addressed to the Registrar's Office of Statistics Finland. Address: Statistics Finland, Registrar's Office, FI-00022 Statistics Finland.

### *Confidentiality and publicity*

Statistics Finland uses the data for the compilation of statistics. Data collected for statistical purposes must be kept confidential by virtue of Section 24, Paragraph 1, Sub-paragraph 16 of the Act on the Openness of Government Activities. According to Section 13 of the Statistics Act, Statistics Finland may release data for scientific studies and statistical surveys without identification data and data with their identification data to another Finnish statistical authority for the purpose of compilation of statistics on an activity falling within its sphere of influence. In addition to Statistics Finland, the statistical authorities are the Information Centre of the Ministry of Agriculture and Forestry (Tike), the National Institute for Health and Welfare (THL) and the National Board of Customs. Data with their identification data can also be released in accordance with the Regulation of the European Parliament and of the Council on business registers to the EuroGroups Register of multinational enterprises maintained by Eurostat (EC No 177/2008, Article 11) and for co-operation between national statistical institutes in accordance with Article 21 of Regulation (EC) No 223/2009 on European statistics.

The data are protected against improper use in accordance with the data protection regulations of Statistics Finland. The Statistics Act prohibits the use of data collected for statistical purposes in an investigation, surveillance, legal proceedings, administrative decision-making or other similar handling of a matter concerning the enterprise.

According to Section 21 of the Statistics Act, data describing the activities and public service production of central and local government authorities that are public based on other legislation are also public as statistical data. The collected data concerning individual persons will be treated confidentially and used only for statistical purposes.

### *Data collection service for enterprises*

Statistics Finland provides a service where enterprises can check which data collections of Statistics Finland they are or have been included in. The service aims to make it easier for enterprises to prepare for and respond to data collections. User IDs for the service can be ordered by email from: [yritystiedonkeruut@stat.fi](mailto:yritystiedonkeruut@stat.fi).

Further information about the service is available at:  
[http://tilastokeskus.fi/keruu/tiedonkeruupalvelu\\_yrityksille\\_en.html](http://tilastokeskus.fi/keruu/tiedonkeruupalvelu_yrityksille_en.html)