

# MONTHLY SURVEY ON BUILDING PERMITS

## LEGAL BASIS

The survey is conducted on the basis of the Law on Official Statistics („Official Gazette of RS“, No. 104/2009) and Program of official statistics in the period from 2016 to 2020 („Official Gazette of RS“, No. 55/15).

## METHODOLOGICAL BASIS

### Aim of the statistical survey

Monthly report on issued building permits is to provide data on constructions on which the works have been started (type of construction, its size, its location, value, etc.), including also data on investor, number and area of dwellings in the buildings with already issued building permits, etc.

**Data on issued building permits indicate further trend in the construction activity and provide an overview regarding investments structure on government and self-government level.**

### Reporting units and statistical units

Data providers are the Ministry in charge of construction works in the Republic of Serbia, relevant authorities in autonomous province, city and municipality that issue building permits and permits for starting construction work. Data suppliers are legal and natural persons whom were issued building permits.

### Contents of the statistical survey

Included are all building permits for construction issued in the referent month and related to constructions to be built in the Republic of Serbia. Included are also the determinations under Article 145 of the Law on Planning and Construction that approve construction works related to construction of other areas for ancillary use, adaptation and rehabilitation, regular maintenance, etc, which require no building permits for construction.

### Method, time and sources for data collecting

Data are collected from all relevant authorities in charge of construction works by questionnaire and control list GRADJ-10.

Data are collected monthly, meaning that the reporting units provide data for the previous month in the current month (i.e. data for January are provided in February, etc.).

### Obligation to protect individual data

Obligation of individual data protection is based on article 3 of the Provision on protection of data suppliers/ providers, articles 44, 45, 46, 47, 48 and 49 of the Provision on confidentiality of the Law on Official Statistics („Official Gazette of RS“, No 104/2009).

### List and definitions of main items – indicators

*Building permit* is usually defined as permit issued at request, regulating beginning of works on construction according to the plan. In the scope of this survey, the concept „building permit“ unites three documents issued by the competent authority: building permit for construction, request for starting works and the decision approving work execution.

*Construction* refers to performing of construction and construction and craft works, works on installations, facilities and equipment.

*Constructions* comprise constructions connected with the ground (any underground, over ground, as well as hydro technical structures – water works), for which construction works are performed, which are made of built-in materials and finished products for embedding. Land works, related to preparation of the surface, sowing or seeding are agriculture-related activities and are not included in construction works.

*Buildings* refer to permanent constructions containing roof and outer walls, constructed as separate occupational units that provide protection from weather and other outside effects, with the purpose of living, performing some activities or keeping animals, goods and equipment needed for versatile production or service activities.

*Residential buildings* encompass constructions in which at least 50% of total useful floor area is intended for residential purposes.

*Dwelling* is any construction unit intended for habitation, consisting of one or more rooms with functional areas for ancillary use (kitchen, bathroom, lobby, pantry, toilet, etc.) or without functional areas for ancillary use and with one or more separate entries, directly from the hall, staircase, from the garden or street.

*Dwelling area (m<sup>2</sup>)* is useful floor area measured inside the walls and presents the sum of floor area of all rooms, kitchen, bathroom, toilet and other areas for ancillary use in the dwelling, excluding basement, cellar that are not arranged as dwelling or its part, garage spaces, pantry, areas occupied by heating and air-conditioning installations, or by power generators, etc, as well as staircase and other common rooms used by the owners of the residential units in the buildings with more dwellings.

*Civil engineering works* relate to all constructions that are not buildings: railways, roads, bridges, highways, airport runways, pools, etc.

Construction activity is also monitored by type of construction works performed.

*New construction* relates to erecting of new construction on the ground where no construction existed, or on sites where constructions had previously existed, but were removed.

*Extension* relates to construction works that provide new parts of the structure (horizontally or vertically), on the existing structure. Thus, new occupational unit is established next to or on the existing construction, e.g. completely new dwellings or business premises, or e.g. extending of the existing transport infrastructure, waterworks, sewerage and other pipelines or communication lines, etc. (Law on Planning and Construction, article 2, under 33).

*Reconstruction* covers the construction and other works on the construction (structure), influencing stability and safety of the construction, changing structural elements, technological process, mien, increasing number of functional units, having influence on safety of the nearby structures, traffics arteries and environment, changing water courses, influencing natural and immobile cultural goods, recorded immobile goods, previously protected goods, protected environment, except conservation and restoration works (Low on Planning and Construction, article 2, under 32).

*Adaptation* includes construction and other works on the existing construction, which reorganize space of the building, change devices, facilities, equipment and installation of the same capacity, but which do not have influence on stability and safety of the construction and which do not change structural elements, mien and do not influence safety of nearby structures, traffics arteries and environment (Low on Planning and Construction, article 2. under 34).

*Adaptation of non-residential areas into new dwellings* relates to purpose change of non-residential space into residential.

*Rehabilitation* implies construction and other works on the existing construction, referring to repair of the devices, facilities, equipment, i.e. changing of the structural elements of the construction, but with no mien changes, no influence on the safety of the nearby structures, traffic and environment or on natural and immobile cultural goods, recorded immobile goods, previously protected goods, its protected environment, excluding conservation and restoration works (Low on Planning and Construction, article 2. under 35).

*New installation in already existing buildings* implies works on certain installations (central heating, water supply, etc.) in the existing buildings, in which such installations did not exist at all.

Investment *maintenance* implies construction works performed occasionally, aimed at improving the conditions of use of the building .

## **Level of data representativeness**

Data are available:

- For the territory of the Republic of Serbia and AP Vojvodina, administrative districts and municipalities. Starting from 1999 the Statistical Office of the Republic of Serbia has not at disposal and may not provide available certain data relative to AP Kosovo and Metohia and therefore these data are not included in the coverage for the Republic of Serbia (total);
- By type of constructions (applied is Classification of Types of Constructions).

## **DESCRIPTION OF THE SURVEY MANAGEMENT**

---

Statistical Office of the Republic of Serbia defines and creates methodological bases and instruments for surveys conducting, prepares guidelines for survey organization and implementation, prints the questionnaires and instructions for filling them, takes care of timely conducting of the survey, distributes questionnaires, controls received materials and prepares the survey results.

SORS, i.e. Statistical Section defines obligations and competences of the regional departments, involving the following: address lists update, questionnaire delivery to the reporting units, providing support to reporting units while they complete questionnaires, coverage control, data accuracy control, data input in the appropriate applications and correction of the inputted material. Besides, regional departments also perform the tasks entrusted by the Office, i.e. Statistical Section.

Responsible persons in scope of the reporting units create reports according to the guidelines provided by the referent statistical authority.

### **Bodies in charge of the surveys management**

The process of surveys' preparation and implementation involves: the Statistical Office of the Republic of Serbia, Statistical Section of AP Vojvodina and regional departments of the Office, Institute for Informatics and Statistics of the city of Belgrade, as well as relevant authorities in cities, municipalities and the referent Ministry.

### **Obligation to provide data**

The obligation to provide data is laid down in Article 26 of the penalty provision relative to the refusal of providing data or providing incomplete and false data according to Article 52 of the Law on Official Statistics ("Official Gazette of RS", No 104/2009).

### **Timetable of the main phases of the survey (*including data publishing*)**

Data recording referring to these surveys is conducted during the month and reporting units are to deliver the completed questionnaire to the referent statistical authority on the fifth in a month, with the data for the previous month.

Deadline for regional departments to provide inserted and examined reports to SORS is 22<sup>nd</sup> in a month and regarding the Statistical Section of AP Vojvodina and Informatics and Institute for Informatics and Statistics of the city of Belgrade, deadline is 30<sup>th</sup> in a month, for the previous month.

Statistical release has to be designed not later than 45 days after the end of the month.

## **SURVEY TOOLS**

---

### **Questionnaire**

Questionnaire on Monthly Report on issued building permits and Control list of the monthly report on issued building permits (GRADJ-10) are used for conducting the monthly survey on issued building permits.

### **Instructions for filling the questionnaire**

Included are permits for all types of constructions according to Classification of Types of Constructions, i.e. buildings and civil engineering works.

For every construction for which the building permit has been issued, a separate questionnaire GRADJ-10 is completed. Answers are to be written on empty lines.

Other questions from the questionnaire are answered by entering codes in the empty fields or marking the number (code) next to one of the offered answers.

All data are written in the marked fields as round numbers (no decimals).

**List of nomenclatures and classifications used in the survey**  
*(with the information where to obtain them)*

For classifying constructions, applied is the Classification of Types of Constructions. The mentioned Classification, containing the classified constructions in details has been published in the edition Methodologies and standards, book no. 15, SORS, 2005 and is available on the website of the Statistical Office of the Republic of Serbia ([www.stat.gov.rs](http://www.stat.gov.rs)).

**List of publications in which the methodology and the survey results can be found**  
*(in printed form and/or in scope of internet presentation)*

Detailed methodological notes of this survey can be found in SORS edition – Methodologies and standards: Monthly surveys on issued building permits, book no. 22/2007.

Processing results of the survey on issued building permits are published in statistical release GR-30, Monthly Statistical Review, as well as on the website of the Statistical Office of the Republic of Serbia.

Contact persons – Dejana Đorđević and Gabrijela Rosić, ext. 260