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GB/T 44889-2024

Guidance for statistics for operating costs of government offices

机关运行成本统计指南

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Preview: page 1 of 4 shown, 15 in the full document. Complete English PDF, instant download:
https://chinastandards.org/standards/gb-t-44889-2024

Table of Contents

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Foreword

This document is in accordance with the provisions of GB/T 1.1-2020 "Guidelines for standardization work Part 1: Structure and drafting rules for standardization documents" Drafting.

Please note that some of the contents of this document may involve patents. The issuing organization of this document does not assume the responsibility for identifying patents.

This document was proposed and coordinated by the National Office Affairs Management

Preview: page 2 of 4 shown, 15 in the full document. Complete English PDF, instant download:
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Standardization Working Group (SAC/SWG17).

This document was drafted by: State Administration of Internal Affairs, China National Institute of Standardization, Beijing Municipal Administration of Internal Affairs, Shanxi Provincial Administration of Internal Affairs Administration of Government Affairs of Jiangsu Province, Administration of Government Affairs of Zhejiang Province, Administration of Government Affairs of Fujian Province, Xinjiang Uygur Autonomous Region Administration of Institutional Affairs.

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Guide to Statistics of Agency Operating Costs

1 Scope

This document establishes the basic principles and rules for the statistics of agency operating costs, describes the statistical workflow, and provides statistical indicators, statistics Suggestions on statistical analysis.

This document applies to the statistical survey of agency operating costs.

2 Normative references

GB/T 41568-2022

3 Terms and definitions

The terms and definitions defined in GB/T 41568-2022 and the following apply to this document.

3.1 [Source. GB/T 41568-2022, 3.12, modified]

The total value of various resources consumed by an agency in the process of performing its functions.

Note. It mainly includes the relevant asset investment incurred by the agency with general public budget financial funds to ensure the normal operation of the agency and its own development, Costs of asset operation and service support, etc. The specific statistical scope is determined in conjunction with relevant laws, regulations and system provisions.

4 Basic Principles

The basic principles of agency operating cost statistics mainly include.

a) Legality. Carry out all work in accordance with legal authority, scope and procedures;

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b) Relevance. related to meeting the need for cost information and helping statistical information users make evaluations or decisions based on cost information;

c) Authenticity. The statistical source data conforms to the actual situation of the statistical survey object, ensuring that the statistical data is based on evidence and can be traced;

d) Accuracy. The error of statistical data is controlled within the allowable range, which can provide reliable information for situation assessment, policy formulation, macro-control, etc. in accordance with;

e) Timeliness. Statistical units and management agencies submit statistical statements and analysis reports on agency operating costs in a timely manner to facilitate the use of statistical information To make timely evaluation or decision;

f) Comparability. The data used in the statistical reports on the operating costs of government agencies submitted by different statistical units during the same period should be consistent to ensure comparability. Comparable information

g) Security. In the process of calculating the operating costs of the agency, strict data protection measures and confidentiality responsibilities shall be implemented for confidential units and matters.

and strictly guard against risks such as loss of confidentiality.

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