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|  **Seasonal Adjustment Metadata Template [[1]](#footnote-1) (1/2)****GUIDELINES / GLOSSARY** |
| **Group of series:****Index of VOLUMES OF HOURS WORKED** |
| **Country / Institution** | Italy, Italian National Institute of Statistics (ISTAT) |
| **Contact for SA** | vela@istat.it |
| ***General Information***  |
| **Frequency** | Quarterly |
| **Published series/****relevant series** | ***Kind of adjustment*** | *NACE nomenclature (number of series)* |
| *B\_E36* | *M\_STS, N\_STS* | *2 digits* | *2 letters* ➀ | *1 letter* ➀ | *MIGs* ➀ | *Total* ➀ |
| *Raw series* | 1 | 2 | 29 | 0 | 7 | 6 | 45 |
| *Only calendar adjusted* | 1 | 0 | 29 | 0 | 7 | 6 | 43 |
| *Other adjustments (e.g. outliers correction)* | 1 | 0 | 10 | 0 | 1 | 5 | 17 |
| *Only seasonally adjusted* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *Seasonally and calendar adjusted* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *Trend-cycle* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *Others* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Method used** | RegARIMA |
| **Software used** | Tramo Seats |
| **Publications** |  |
| ***Calendar Adjustment*** |
| **Trading/working day adjustment**(both published and confidential series) | ***Kind of calendar effects*** | *NACE nomenclature* |
| *B\_E36* | *M\_STS, N\_STS* | *2 digits* | *2 letters* | *1 letter* | *MIGs* | *Total* |
| *No effect* | 0 | 2 | 4 | 0 | 2 | 0 | 8 |
| *Trading/working day* (1 regressor ➂) | 1 | 0 | 25 | 0 | 5 | 6 | 37 |
| *Moving holidays (Easter)* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *Leap year* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *Others* | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **No calendar adjustment** | 8 series. |
| **Calendar used** | National |
| ***Other Pre-Adjustment*** |
| **Detection and replacement of outliers** | YES |
| ***Seasonal Adjustment*** |
| **Model/filter selection** | ***Type*** | *NACE nomenclature* |
| *4 digits* | *3 digits* | *2 digits* | *2 letters* | *1 letter* | *MIGs* | *Total* |
| *Manual* |  |  |  |  |  |  |  |
| *Automatic* |  |  |  |  |  |  |  |
| **Seasonal adjustment decomposition** | ***Type*** |  |
| *Additive* |  |  |  |  |  |  |  |
| *Log-additive* |  |  |  |  |  |  |  |
| *Multiplicative* |  |  |  |  |  |  |  |
| *Other* |  |  |  |  |  |  |  |
| ***Aggregation*** |
| **Direct adjustment / indirect adjustment via components** | Direct adjustment. |
| **Consistency amongst the different levels of breakdown** | No constraint is imposed. |
| **Time consistency** **(monthly/annual or quarterly/annual)** | No constraint is imposed. |

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|  **(2/2)** |
| ***Revisions*** |
| **Model, filters, outliers, calendar regressors** **re-identification** | Annual. With the production of the data for the first quarter of the year.  |
| **Parameters / factors re-estimation** | Quarterly. |
| **Horizon for published revisions** | Entire series. |
| ***Quality Indicators*** |
| **Quality measures used** | Residual diagnostics, parameters significance, model stability. |
| ***Availability Of Structural Metadata*** |
| **Links to methodological reports** | - |
| **Links to national calendar used**  | - |
| **Availability of detailed information sufficient to allow users to replicate the process** | Upon request. |

1. Annex *of* [*ESS Guidelines on Seasonal Adjustment*, 2009 edition](http://epp.eurostat.ec.europa.eu/cache/ITY_OFFPUB/KS-RA-09-006/EN/KS-RA-09-006-EN.PDF) [↑](#footnote-ref-1)