Approved by the order of the Chairman of the Statistics Committee of the Ministry of National Economy of the Republic of Kazakhstan dated May 22, 2017

no. 75

**Methodology for maintaining and updating the Statistical Housing Register**

Chapter 1. General provisions

1. The methodology for maintaining and updating the Statistical Register of the Housing Stock (hereinafter - the Methodology) refers to the statistical methodology formed in accordance with international standards and approved in accordance with the Law of the Republic of Kazakhstan dated March 19, 2010 "On State Statistics" (hereinafter - the Law).

2. The purpose of this Methodology is the formation and accumulation of data on residential buildings and residential premises (apartments) for housing stock statistics and sampling of household surveys.

3. This Methodology is intended for use by the Committee on Statistics of the Ministry of National Economy of the Republic of Kazakhstan (hereinafter - the Committee), territorial statistical bodies and the Republican State Enterprise on the right of economic management "Information and Computing Center of the Committee on Statistics of the Ministry of National Economy of the Republic of Kazakhstan", when maintaining and updating information system of the statistical housing register (hereinafter - IS SRHS).

4. The Methodology uses concepts in the meanings defined in the Law.

**Chapter 2. Information and tasks on the statistical housing register**

5. The Information System from the Statistical Register of the Housing Stock (hereinafter - IS SRHS) is a centralized information system for collecting, storing and displaying data on the housing stock of the Republic of Kazakhstan.

IS SRHS includes all residential buildings and residential premises (apartments) located on the territory of the Republic of Kazakhstan.

These include:

residential premises (apartment);

single-family (individual) house;

semi-detached house;

three or more apartment buildings.

IS SRHS contains data on the housing stock and the number of people living in apartments, and consists of two main modules:

1) catalog of houses;

2) catalog of apartments.

The catalog of houses contains a list of houses with information about each house, characterizing the type of house, the materials of the outer walls of the house, the number of apartments in the house, the size of the total and living areas.

The catalog of apartments contains a list of apartments with information about each dwelling (apartment) of a residential building included in a particular house, with information about the size of the area, the number of rooms, the number of residents.

In the house directory, each entry corresponds to an entry in the apartment directory and is linked by a house identification code. Each directory contains its own set of attributes. Examples of IS SRHS attributes (catalogue of houses) and attributes of IS SRHS (catalog of apartments) are given according to appendices 1 and 2 to this Methodology.

The main tasks of maintaining IS SRHS are:

accumulation of data on residential buildings and residential premises (apartments);

formation and updating of statistical information on the housing stock (availability, condition, commissioning, retirement);

conducting sample surveys based on IS SRHS and use in statistical developments;

conducting sample surveys of households to update IS SRHS.

6. Updating IS SRHS is the following data:

1) from information about registered residential buildings and residential premises (apartments) from administrative sources;

2) with information about the accident rate of housing from administrative sourcesin accordance with Appendix 3 to this Methodology;

3) from maintaining household records from administrative sources in accordance with Appendix 4 to this Methodology;

4) with reference to the number of residents from sample surveys of households.

**Chapter 3. Organization of maintenance of IS SRHS**

7. IS SRHS automates actions aimed at solving a certain range of tasks, and consists of the following blocks:

1) collection, processing and analysis of data;

2) generation of reports;

3) integration of an external database with the components of the integrated information system "e-Statistics".

8. When collecting, processing, and analyzing data, the following processes are monitored and automated:

formation of IS SRHS;

updating IS SRHS data based on data obtained from administrative data;

maintenance and updating of catalogs of houses and apartments.

9. Collection, processing and analysis of data solves the problem associated with the primary formation, updating and entering data into IS SRHS.

Based on the processing, adjustment of data at the national level, a slice is formed monthly (for a certain period).

The slice is used when generating output tables from IS SRHS.

The monthly slice provides the generation of reports and various data samples.

10. The reporting unit includes the following tasks:

sectioning;

sampling;

generation of output information.

11. The integration block provides integration with the components of information systems, external databases and includes the following tasks:

1) interaction with the information system "Metadata";

2) interaction with the database of aggregated indicators;

3) interaction with the information system "Statistical Population Register";

4) interaction with the information system "Agricultural Register";

5) interaction with the internal intranet portal.

##### 12. Entering and updating information in IS SRHS is carried out at the regional level. When entering and correcting information, the following steps are observed:

1) all reference information is selected from the menu;

2) in the case of an individual house, “zero” is put in the “apartment number” field;

3) in the case of two or more apartment buildings, the corresponding “apartment number” shall be entered in the field “apartment number”;

4 ) in the situation “the house has left”, the situation of the apartments is set to “non-residential”, while the living area of all apartments is reset to zero, and the total area remains;

5) in the situation of the apartment "non-residential", the number of residents and the number of households are reset to zero;

6) when apartments are withdrawn from the housing stock, the field “reason for the withdrawal of apartments” is mandatory;

7) for the “house card” in the “number of storeys” column, the entry “more than one” is provided;

8) when the situation at the house or apartment changes to “departed”, the fields “reason for leaving” and “date of leaving” are required, in other situations these fields are not filled in;

9) during the control, the total area of the apartment is allowed to be equal to the living area of the apartment;

10) for any change in the IS SRHS database, the system date is automatically entered in the attribute “date of last update”;

11) during control , the total area of the house includes the total area of retired apartments in the house;

12) during control , the living area of the house does not include the living area of retired apartments;

13) during control, the living area of the house includes the living area of apartments introduced when the situation changes from “non-residential” to “residential”;

14) upon receipt of data on the “extension”, the area of the “extension” is summed up in the total area of the residential building;

15) when making an adjustment in the IS SRHS database, only the data for which the changes were received are replaced, and the rest of the data do not change;

16) when making changes in the IS SRHS database, the system date is automatically entered in the attribute "updating information";

17) if there are no records on residential buildings and residential premises (apartments) in the IS SRHS database, records are added;

18) if inconsistencies are found: about data on residents, situations at home, situations of residential premises (apartments), numbers of rooms, materials and external walls, names of street types, names of streets, numbers of houses (apartments) in the IS database SRHS is being amended accordingly;

19) when updating the improvement of the housing stock, information on equipped residential premises is entered. The dwelling is considered to be equipped with:

electricity, if there is electrical wiring in the house;

a floor electric stove, if there is a floor electric stove, or a house with a separate kitchen (a capital building specially designed for the kitchen), in which a floor electric stove is installed;

network gas (natural), if there is a floor gas stove supplied with network natural gas;

liquefied gas (in cylinders or in gas tanks for storing gaseous substances), if there is a floor gas stove supplied with liquefied gas, a house with a separate kitchen, in which a floor gas stove supplied with liquefied gas is installed, is also considered gasified;

central heating, if there is heating of own house boiler house, quarterly or district boiler house, combined heat and power plant, as well as installation of an automatic gas water heater;

heating from individual installations: stove heating, if there is heating from thermal installations or equipment running on gas, solid or liquid fuels, located inside an occupied traditional dwelling or as a backup option for exceptional cases from owners of large private houses or cottages and temporary huts;

water supply in the house (apartment), if there is a distribution network inside the house, into which water is supplied centrally from a water supply system or an artesian well;

water supply outside the house (apartment), if outside the house (a separate kitchen or identical premises outside the house) there is a distribution network into which water is supplied centrally from a water supply system or an artesian well;

a well, a column or an identical source of water supply, if there is a well or a tap (column) or an identical source of water supply in the courtyard of the house;

delivery of drinking water, if the house does not have the above sources of water supply, carried out by transport from other regions, remote sources or from identical sources of water supply;

central sewerage, if inside the house there is a sewer device for draining household and fecal water into the street sewer network or absorbing wells. A dwelling is not equipped with sewerage, in which there is no running water, as well as in the presence of a dry closet;

a stationary bath or shower, if a bath or shower is installed, both in a separate bathroom and in another room adapted for this purpose, regardless of the method of hot water supply; ) are installed, but there is no sewerage;

central hot water supply, if there is a special water supply supplying hot water centrally, for the domestic needs of residents;

hot water supply from individual water heaters, if there is a special water supply supplying hot water from a gas (wood) column, apartment water heaters, including small-sized heating boilers.

**Chapter 4 Formation of summary information from the statistical housing register**

13. The output information from IS SRHS is summary data on the availability and condition of the housing stock, statistical indicators characterizing the availability and improvement of the housing stock, which are annually formed in the statistical compendium "On the housing stock of the Republic of Kazakhstan" in accordance with the plan statistical works for the corresponding year, approved by the authorized body.

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|  | Appendix 1  to the Methodology for maintaining and updating the Statistical Register of Housing Stock |

**IS SRHS Attributes (House Directory)**

|  |  |  |
| --- | --- | --- |
| No. | Name of attributes | Name of attributes in the **SRHS** database |
| 1 | House code | HOUSE\_ID |
| 2 | Cadastral number | KADASTR\_NU |
| 3 | Kato | KATO |
| 4 | Name CATO. Rus | KATO\_FN\_RU |
| 5 | Name CATO. Kaz | KATO\_FN\_KK |
| Address information | |  |
| 6 | Street type 2nd level. Code | STREET 2\_ ID |
| 7 | Street type 2nd level. Title RUS | STREET 2\_TYPE \_ |
| 8 | Unstructured house address. Title RUS | ADDRESS\_EN |
| 9 | Unstructured house address. Title K.A.Z. | ADDRESS\_KK \_ |
| 10 | House number | HOUSE\_NUMB |
| 11 | Registration code of the address | RCA |
| House characteristics | |  |
| 12 | Situation at home | HOUSE\_SITU |
| 13 | House type | HOUSE\_TYPE |
| 15 | Floors of the house | FLOOR\_NUMBER |
| 16 | Commissioning date | INPUT\_DATE |
| 17 | home builder | HOUSE\_BUIL \_ \_ |
| 18 | Input conditions | HOUSE\_INPU \_ \_ |
| 19 | Wall materials | HOUSE\_WALL \_ \_ |
| 20 | Retirement date | LEAVE\_DATE |
| 21 | Reasons for leaving | HOUSE\_LEAVE |
| Summary indicators | |  |
| 22 | total area | FULL\_SQUAR |
| 23 | Living space | LIVING\_SQU |
| 24 | Total apartments | FLATS |
| 25 | Of which residential | INFABITED\_ |
| 26 | Of which non-residential | UNINHABITE |
| 27 | Total residents | RESIDENT\_N |
| 28 | Total households | HOUSEHOLD |
| Update Information | |  |
| 29 | Date of update | ACTUA\_DATE |
| 30 | Source. Code | ACTUAL\_SOU |
| 31 | Base | ACTUA\_BASI |
| 32 | Home Improvement: Code | HOUSE\_ACCO |

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|  | appendix 2  to the Methodology for maintaining and updating the Statistical Register of Housing Stock |

**IS SRHS Attributes (apartments directory)**

|  |  |  |
| --- | --- | --- |
| No. | Name  attributes | Name  attributes in the SRF database |
| 1 | CATO code | KATO |
| 2 | House code | HOUSE\_ID |
| 3 | Apartment code | FLAT\_ID |
| 4 | Cadastral number | CADASTRALN |
| 5 | Registration code of the address | RCA |
| 6 | Room type. Code | FLAT\_TYPE |
| 7 | Apartment number | NUM |
| 8 | Apartment situation. Code | FLAT\_SITUA |
| 9 | Property type. Code | FLAT\_OWNER |
| 10 | Input condition. Code | FLAT\_INPUT |
| 11 | Reason for leaving. Code | FLAT\_CAUSE |
| 1 2 | Retirement date | DATEOFRETI |
| 1 3 | total area | FULL\_SQUAR |
| 1 4 | Living space | LIVING\_SQU |
| 1 5 | Number of rooms | QUAN\_ROOM |
| 16 | Number of households | QUAN\_HHOL |
| 17 | Number of residents | QUAN\_HABI |
| 18 | Floor | LEVEL\_NUMB |
| 19 | Date of update | ACTUL\_DATE |
| 20 | Source. Code | ACTUAL\_ID |
| 21 | Base | ACTUAL\_BAS |
| 22 | Update date | REFRESH\_DA |
| 23 | User. Login | USERNAME |
| 24 | The amount of the transaction under the contract of sale | TRANSA\_SUM |
| 25 | The amount of the transaction under the sale and purchase agreement on the date | TRANSA\_DAT |
| 26 | Cost for tax purposes (thousand tenge) | TAX\_COST |
| 27 | Cost for tax purposes on the date (thousand tenge) | TAX\_ESTIMA \_ \_ |
| 28 | Apartment owner. Full name RUS | PRAVOOBLAD |

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| --- | --- |
|  | Appendix 3  to the Methodology for maintaining and updating the Statistical Register of Housing Stock |

**Information about housing accidents** **from administrative sources**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Locality (village, settlement):  District (city): | | | | | | | | |
| No. | Code according to the classifier of administrative-territorial objects ( CATO ) | Type of house (individual, duplex, three or more apartment buildings) | Registration \_  Common address code ( RCA) | Address information: region, city, district / district in the city, rural district, settlement  (settlement, village), street name, house number, apartment number | Surname, name, patronymic (if any) of the copyright holder | Number of permanent residents, people | Reason and date of departure (demolition) from the housing stock | Note |  |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |

Appendix 4

to the Methodology for maintaining and updating the Statistical Register of Housing Stock

**Economic accounting information from administrative sources**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| House code | Cadastral number | Street name | House number | Apartment number | Total area | living area | Number of rooms | Number of residents \_ | Number of households | Name (if any) of the owner | landscaping | | | | | | | | | | | | | | | | | | | Situation I'm at home | Sit situation kv artir | Wall material | House type | Type of property |
| electricity | Water supply | | | | canna-lization | | heating | | | | | | bath or shower | hot water supply | | gas | | Electric stove floor |
| central heating | heating from individual installations | | | | |
| plumbing in the house | plumbing outside the home | Well, column or  other | central | | other | furnace: | out of him | | | other | central | from the individual to the heater | network gas (natural) | liquefied gas (in points) |
| solid fuel | liquid fuel | on gas |