



Financial Guideline 2013/2014 - 05

CENTRAL STATISTICS OFFICE – OBLIGATORY REQUIREMENTS

Obligatory reporting requirements have been introduced to Voluntary Secondary Schools by the Central Statistics Office.

We have worked with the CSO to design a form which will be completed by your School Accountant. We have informed the School Accountants of this and have asked that they complete and submit this on your behalf at no additional cost to the school.

The information sheet from the CSO is included in this document (See Appendix 1).

Please feel free to contact the FSSU if you require any further clarification and many thanks for your cooperation.

Louise McNamara, Director
JMB Financial Support Services Unit.
27th September 2013

Appendix 1



An Phríomh-Oifig Staidrimh
Central Statistics Office

To Boards of Management of Voluntary Secondary Schools

Statistics survey for reference years 2012 and 2013

The attention of Boards of Management of Voluntary Secondary Schools is drawn to a statistical survey conducted in accordance with EC Council Regulations 322/97 and 479/2009¹ and under the Statistics Act, 1993². Under these regulations, the Central Statistics Office CSO is responsible for the official reporting of Ireland's General Government Balance (surplus/deficit) and General Government Debt under the Excessive Deficit Procedure (EDP) to Eurostat.

This means the Central Statistics Office (CSO) is required to collect data on all assets and liabilities as well as gross income and expenditures of voluntary secondary schools – both fee charging and non-fee charging schools. Information on the numbers of staff and pupils are also needed as indicators of output (ie growth).

The information you provide will be treated as strictly confidential in accordance with Section 33 of the Statistics Act, 1993 and with EU law. It will be used only for statistical purposes and will not be disclosed to any other Government Department or body.

The CSO with the assistance of the Joint Managerial Board (JMB), have designed this questionnaire to align with the codes and structures set in the TASBOOKS2 accounting package. Schools are **not** required to supply details of salaries paid directly by the Department of Education and Skills, as these will be provided directly by the Department to the CSO.

The completed survey (in excel format) covering two accounting periods to 31st August 2012 and 2013 is to be forwarded by email to: gfs@cs0.ie

The excel file is protected with a password. To open and save please enter: **school** (*all lowercase*)

In order to meet Eurostat requirements, we would be obliged if the data could be provided **no later than February 12th 2014.**

Any queries should be addressed to gfs@cs0.ie

¹ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2009:145:0001:0009:en:PDF>

² <http://www.cs0.ie/en/media/csoie/census/documents/statsact93.pdf>