

Methodological notes

1. Data contained in the publication are presented in accordance with the **Polish Classification of Activities – PKD 2007**, compiled on the basis of Statistical Classification of Economic Activities in the European Community – NACE Rev. 2. PKD 2007 was introduced on 1 I 2008 by the Regulation of the Council of Ministers dated 24 XII 2007 (Journal of Laws No. 251, item 1885) to replace the formerly applied PKD 2004. Data for previous periods are converted and presented according to PKD 2007.

Statistical data are presented in accordance with NACE as arranged by sections and divisions.

As an additional grouping, the item **"Industry"** was introduced, including NACE Rev. 2 sections: "Mining and quarrying", "Manufacturing", "Electricity, gas, steam and air conditioning supply" and "Water supply; sewerage, waste management and remediation activities".

2. Data cover entities of the national economy included in the public and private sector. **Public sector** includes entities of state ownership (State Treasury and state legal persons), local government ownership or local government legal persons and mixed ownership with a predominance of capital of public sector. **Private sector** includes entities of private domestic ownership (of natural persons and other private entities), foreign ownership (of foreign persons) as well as mixed ownership with a predominance of capital (property) of private sector entities or lack of predominance of capital (property) of the entity.
3. Term **entities of the national economy** is understood as legal persons, organizational entities without legal personality as well as natural persons conducting economic activity.

Term **economic entities** is understood as entities conducting economic activity, i.e. production and service activity on their own-account in order to earn a profit.

4. With regard to the number of employed persons, entities are divided into three groups:
 - small units employing up to 9 persons,
 - middle units employing from 10 to 49 persons,
 - big units employing more than 49 persons.

In this publication, unless otherwise indicated, data regarding retail sales, employment and wages and salaries in enterprises, financial results and current assets of non-financial enterprises concern middle and big units, while remaining data concern all units (regardless of the number of employed persons).

5. **Enterprise sector** refers to those entities, which carry out economic activities in the following areas: forestry and logging; marine fishing; mining and quarrying; manufacturing; electricity, gas, steam and air conditioning supply; water supply; sewerage, waste management and remediation activities; construction; wholesale and retail trade; repair of motor vehicles and motor-cycles; transportation and storage; accommodation and food service activities; information and communication; real estate activities; legal and accounting activities; activities of head offices; management consultancy activities; architectural and engineering activities; technical testing and analysis; advertising and market research; other professional, scientific and technical activities; administrative and support service activities; arts, entertainment and recreation; repair of computers and personal and household goods; other personal service activities.
6. Data in **current prices** correspond to obtained revenue, incurred expenditure or the value of products, services etc. In tables and graphs in which prices are not defined, data are expressed in current prices.

In order to evaluate production, unless otherwise indicated, the **basic price** category was implemented.

Basic price is defined as the amount of money received by a producer (including trade entities) from a buyer for a unit of product (goods or service), decreased by the tax on the product as well as by applicable rebates and deductions, and increased by subsidies received for the product.

Taxes on products include: the value added tax – VAT (on domestic products and on imports), taxes and customs duties on imports (including the excise tax) as well as other taxes on products, such as the excise tax on domestic products and

taxes on selected types of services (e.g. on games of chance and mutual betting and until 2010 lump sum tax on goods and services from occasional transport of passengers in buses with foreign registration).

Indices of the dynamic of sold production of industry are additionally calculated on the basis of constant prices (2015 average current prices).

7. Data regarding status and directions of city land use were compiled on the basis of the land and property register (uniform text Journal of Laws 2016 item 1034) prepared by Department of Geodesy and Property Management of Podlaskie Voivodship Marshal's Office. Data are presented by geodetic area.

8. **Industrial wastewater** is understood as wastewater not regarded as domestic wastewater or precipitation water or meltwater, discharged from areas of commercial, industrial, storage or service activities carried out by the enterprise as well as being their mixture with wastewater of another entity, discharged by sewerage facilities of this plant.

Municipal wastewater is domestic wastewater or a mixture of domestic and industrial wastewater or precipitation water or meltwater, discharged with devices used to implement the gmina's own tasks in the field of sewage and municipal wastewater treatment.

Information regarding **sources, amount of emission and reduction of industrial air pollutants** concerns organizational entities established by the Minister of Environmental Protection and Natural Resources on the basis of the defined amount of fees borne in 1986 for the annual emission of substances polluting the air, according to rates defined in the regulation of the Council of Ministers, dated 13 I 1986, regarding payments for economic use of the environment and modifications to it (Journal of Laws No. 7, item 40) with later amendments.

Amount of **emission of particulate and gaseous pollutants** concerns the quantity of those pollutants discharged into the air during the year and includes separate types of particulate pollutants, i.e. particulates from the combustion of fuels, particulates from cement and lime, fire-resistant materials, silicates, artificial fertilizers, carbon and graphite, soot and others as well as gaseous pollutants, i.e. sulphur dioxide, nitrogen oxides (expressed in nitrogen dioxide), carbon monoxide, carbon dioxide, hydrocarbons and others.

Information regarding the quantity of **waste** concerns plants which generated over 1 thous. t of waste (excluding municipal waste) in the course of the year or possessed 1 mln t and more of accumulated waste.

9. **Data about population and indicators per capita (per 1000 population etc.)** were compiled on the basis:
 - until 2009 – of the results of the Population and Housing Census 2002, for 2000 by the administrative division valid as of 31 XII 2002;
 - since 2010 – of the results of the Population and Housing Census 2011, for 2010 by the administrative division valid as of 31 XII 2011.

10. **Population projection until 2050** calculated in 2014 on the basis of population number and structure as of 31 XII 2013 as well as assumption concerning fertility, mortality and international migration.

11. **Ascertained crime** is an event which after the completion of preparatory proceedings was confirmed as a crime. Crime is a felony or misdemeanour prosecuted upon by public accusation or private accusation by a public prosecutor, moreover, every revenue related misdemeanour, the character of which was confirmed as a crime as a result of preparatory proceedings.

Data about ascertained crimes since 2014 do not include punishable acts committed by juveniles; in accordance with the amended methodology, the specification of the number of juveniles committing punishable acts takes place during court proceedings after the Police provides records in juvenile cases to the family court.

Information regarding ascertained crimes and rates of detectability of delinquents in ascertained crimes come from police information systems. Data concern cases conducted by the Police or entrusted by the prosecutor entirely to the Police conduction.

12. **Rate of detectability of delinquents** is the relation of the number of detected crimes in a given year (including those detected after resumption following discontinuance) to the total number of crimes ascertained in a given year, plus the

number of crimes recorded in commenced proceedings and discontinued in previous years due to undetected delinquents.

13. Data regarding employed persons concern those performing work providing earnings or income.

Employed persons include:

- a) persons employed on the basis of an employment contract (labour contract, call, appointment or election);
- b) employers and own-account workers, i.e.:
 - owners, co-owners, and leaseholders of private farms in agriculture (including contributing family workers),
 - owners and co-owners (including contributing family workers; excluding partners in companies who do not work in them) of entities conducting economic activity excluding private farms in agriculture,
 - other self-employed workers, e.g. persons doing freelance work;
- c) outworkers;
- d) agents (including contributing family workers and persons employed by agents);
- e) members of agricultural production cooperatives (agricultural producers' cooperatives and cooperatives established on their basis as well as agricultural farmers' cooperatives);
- f) clergy fulfilling priestly obligations.

14. Information regarding average employment concerns only workers employed on the basis of an employment contract (labour contract, call, appointment or election). The data include full-time employees (i.e. working on a full-time basis, as defined by a given company) and part-time employees (i.e. working on a part-time basis) after converting into full-time employees.

15. Data regarding registered unemployed persons, in accordance with the Law on Promotion of Employment and Labour Market Institutions dated 20 IV 2004 (Journal of Laws 2017 item 1065, with later amendments) include persons who are not employed and not performing any other kind of paid work, able and ready to take full-time paid employment obligatory for a given job or service (or in case of disabled persons – able and ready to take work comprising not less than a half of working time), are not attending a school with the exception of schools for adults (or taking an extramural exam with the scope of this school programme) or tertiary schools in part-time programme and registered in the powiat labour office corresponding to the person's permanent or temporary place of residence, and seeking employment or other kind of paid work if they, among others:

- are aged 18 or more,
- did not acquire the right to retirement pay or pension resulting from an inability to work, pension due to training, social pension, are not receiving a pre-retirement benefit or allowance, a rehabilitation benefit, a sick or maternity benefit,
- are not owners or holders (sole or dependent) of agricultural real estate with an area of agricultural land exceeding 2 convertible ha; are not subject to retirement and pension insurance from full-time work due to being a spouse or a member of an agricultural household with an area of agricultural land exceeding 2 convertible ha,
- did not undertake non-agricultural activity from the date stated in register application to the date of termination of activity registration or are not subject, on the basis of separate regulations, to compulsory social security or a retirement provision, excluding social insurance of farmers,
- are not temporarily under arrest or not serving a prison sentence,
- do not receive monthly income of the amount exceeding half of minimal remuneration for work, excluding income generated from money gathered on bank accounts,
- do not receive, on the basis of the regulation concerning social welfare, a permanent social benefit,
- do not receive, on the basis of the regulation concerning family allowances, a nursing allowance or an allowance supplementary to a family benefit due to single parenthood,
- do not receive a training allowance after termination of employment.

16. Registered unemployment rate was calculated as the ratio of the number of registered unemployed persons to the economically active civilian population, i.e. excluding persons in active military service as well as employees of budgetary entities conducting activity within the scope of national defence and public safety. The unemployment rate is given considering employed persons on private farms in agriculture (as a part of the economically active civilian population)

estimated on the basis of the results of census. The data on the unemployed are collected according to their place of residence or stay, while the data on the employed – according to address of their place of work. Therefore the unemployment rates are not exactly precise, especially in a case of unemployment rates by powiats.

17. Information regarding **persons working in hazardous conditions**, i.e. with substances hazardous to health, is compiled on the basis of reports. Data concern persons:
 - employed by entities included in the sections: agriculture, forestry and fishing (excluding private farms in agriculture; hunting, trapping and related service activities as well as marine fishing); mining and quarrying; manufacturing; electricity, gas, steam and air conditioning supply; water supply; sewerage, waste management and remediation activities; construction (excluding realization of building projects connected with construction of buildings); wholesale and retail trade; repair of motor vehicles and motorcycles; transportation and storage; information and communication (excluding motion picture, video and television programme production, sound recording and music publishing activities as well as other information service activities); professional, scientific and technical activities (in regard to scientific research and development as well as veterinary activities); administrative and support service activities (in regard to rental and leasing activities; travel agency, tour operator reservation service and related activities; other cleaning activities); education (in regard to higher education); human health and social work activities (in regard to human health activities); other service activities (in regard to repair of computers and personal and household goods),
 - exposed to factors connected with the work environment (chemical substances, fibrosis-inducing industrial dusts, noise, vibrations, hot or cold microclimates etc.), strenuous work conditions (forced body positioning, excessive physical exertion etc.) as well as mechanical factors connected with particularly dangerous machinery.
18. Data regarding the **average monthly gross wages and salaries** per paid employee include the deductions for personal income taxes and contributions to compulsory social security (retirement, pension and illness) paid by insured employee, introduced on 1 I 1999, in accordance with the Law on the Social Security System, dated 13 X 1998 (uniform text Journal of Laws 2013 item 1442, with later amendments).
19. **Average monthly (nominal) wages and salaries** per paid employee were calculated assuming the following:
 - personal wages and salaries, excluding wages and salaries of outworkers as well as apprentices and persons employed abroad,
 - payments from profit and balance surplus in cooperatives,
 - annual extra wages and salaries for employees of budgetary sphere entities,
 - fees paid to selected groups of employees for performing work in accordance with a labour contract, e.g. to journalists, film producers, radio and television programme producers.
20. Information regarding **municipal installations and services** was compiled using the kind of activity method, i.e. according to the criterion of installation designation, regardless of the predominant kind of activity of the economic entity. Data regarding installations concern operative installations.
21. **Length of the water-line and gas-line system** includes street conduits excluding connections leading to residential buildings and other constructions. Information on the gas supply system includes data on the transmission network and the distribution network. In the **length of the sewage system**, apart from street conduits collectors, i.e. conduits receiving sewerage from the street network, are included. Sewers designed exclusively for draining run-off are not included.
22. **The consumption of electricity and gas from the gas-line system** is established on the basis of an estimated system of payments.
23. Data regarding **municipal waste** concern the waste produced in households and also at other waste producers (excluding dangerous waste), which in respect of their character or composition is similar to the waste produced in households.
24. Data regarding **liquid waste** concern waste which comes from households (dwellings), public buildings and buildings of units running a business – in case they are not discharged by sewage system.
25. **Independent wastewater treatment facility** is a complex of devices intended for treatment of sewage produced in one or more households.

26. Septic tank is an installation and device intended for an accumulation of liquid wastewater where is generated.

27. Green areas mean areas including technical infrastructure and adjacent auxiliary buildings, covered with plants, which fulfil public functions in particular: parks, lawns, promenades, boulevards, botanic gardens, zoological gardens, children's playgrounds and heritage gardens as well as cemeteries and plants in the streets, squares, heritage fortifications, buildings, storage areas, airports, railway as well as industrial zones.

28. Data regarding **dwelling stocks** have been compiled on the basis of the balance of dwelling stocks as of 31 XII. Dwelling stocks include inhabited and uninhabited dwellings, in which there are no permanent or temporary inhabitants.

The balances of dwelling stocks are estimated for the periods between censuses on the basis of results of the last census with regard to the current reporting, i.e. increase and decrease in dwelling stocks.

Information regarding dwelling stocks concerns dwellings located in residential and non-residential buildings. Data do not include collective accommodation facilities (employee hostels, student dormitories and boarding schools, social welfare homes and others) as well as spaces not designed for residential purposes, but which for various reasons are inhabited (animal accommodations, caravans, ships, wagons and others).

Since 2002 total number of population as of 31 XII has been used in calculations per capita (1000 population etc.) regarding number of dwellings, number of rooms or dwelling usable floor space (based on balances of dwelling stocks).

29. The educational system in Poland functions according to the Law on School Education, dated 14 XII 2016 (uniform text Journal of Laws 2017 item 59), the Education System Law, dated 7 IX 1991 (uniform text Journal of Laws 2017 item 2198) and the Higher Education Law, dated 27 VII 2005 (uniform text Journal of Laws 2017 item 2183).

In the 2017/18 school year children at the age of 6 are required to undergo an obligatory 1 year pre-primary education in pre-primary education establishments, while children at the age of 7 have been subjected to obligatory education. Education is obligatory until the age of 18.

Since 1 IX 2017 the new school system has been implemented which ultimately will introduce: 8-year primary school, 4-year general secondary school, 5-year technical secondary school, 3-year sectoral VET school I stage, 2-year sectoral VET school II stage, and will eliminate lower secondary schools.

As a result of implementing the new education system in the 2017/18 school year:

- in primary schools, the first year of pupils conducting the seventh grade curriculum is included, which results in the lack of graduates of the 2016/17 school year (the change from a 6-grade to 8-grade primary school),
- there was no recruitment to the first grade of lower secondary schools, which are gradually being liquidated,
- there was recruitment to the first grade of the sectoral VET school I stage, which were transformed from basic vocational schools (existing until the 2016/17 school year). In the 2017/18 school year in sectoral VET schools I stage there are still students of basic vocational school sections.

Schools (with the exception of higher education institutions) and establishments can be public, non-public and non-public with the competence of a public school. A non-public school can obtain the competence of a public school, if it implements the minimum programme as well as applies the principles of classifying and promoting pupils and students as established by the Minister of National Education, allowing students to obtain state certificates or diplomas. Central (government) administration units and local government units can administer public schools only. Primary schools and lower secondary schools can be public schools or non-public schools with the competence of public schools only.

Higher education institutions can be public and non-public; non-public higher education are established on the basis of a permit of the Minister of Science and Higher Education.

In higher education institutions students are indicated correspondingly on the number of fields of education which they study; data regarding graduates concern the number of diplomas issued at the end of studies.

30. Data regarding **academic teachers** concern the positions: professor, assistant professor, tutor and assistant as well as other didactic positions: senior lecturer, lecturer, lector, instructor and since September 2006 also qualified librarian and qualified scientific documentation and information staff.
31. Information regarding **theatres and music institutions** concerns professional, artistic and entertainment entities conducting regular performances.
32. **The area of forest land** – within the meaning of the Forest Act – includes:
- land with a homogenous area of at least 0.10 ha, covered with forest vegetation (wooded area), or temporarily devoid of forest vegetation (non-wooded area). These areas are designated for silviculture production or they comprise nature reserves and national parks, or they are registered as nature monuments. The category is defined as “**forests area**,”
 - land connected with silviculture, used for the purposes of forest management, such as: buildings and structures, spatial division lines in forests, forest roads, forest nurseries, wood stockpiling areas, etc.
33. **Forest cover** (forest cover indicator) was calculated as the percentage ratio of the forest area to the total area of the city.
34. Data regarding **the retail sales** include the sale of consumer and non-consumer goods at retail sales outlets, catering establishments as well as at other sales outlets (e.g. warehouses, stock houses) in quantities indicating purchases for the individual need of the purchaser.
35. Data concerning **bicycle paths** include bicycle paths mainly used for communication purposes and not for tourist purposes, the so-called bicycle trails (eg. located in the forest), namely data include: self-roads for bicycles (located on the waysides); paths separated from the roadway; roads separated from the sidewalk; roads included in passageways for pedestrians and cyclists. The total length of bicycle paths which are respectively in the area of competence of gminas, powiats and the marshal's office is taken into account.
36. Data on **financial results of non-financial enterprises** are presented as prescribed by the amendment of the Act of Accounting dated 29 Sep 1994 (uniform text Journal of Laws 2016 item 1047, with later amendments).
37. **Revenues from total activity** include:
- a) net sales revenues (including subsidies) of products manufactured by the entity (manufactured articles, semi-manufactured articles and services) as well as packaging, equipment and third party services if the customers are invoiced for the foregoing together with the purchased products;
 - b) net sales revenues of goods and materials (i.e. current assets purchased for resale in a non-processed condition and products manufactured by entity if they are sold by shops within the company's network along with goods manufactured by other manufacturers), including sums due from the sale of reusable packages;
 - c) other operating revenues, i.e. revenues indirectly related to the basic activity of the entity, in particular: profits from the sale of non-financial fixed assets (fixed assets, assets under construction, intangible and legal assets, investments in real estate and rights), assets (cash) received free of charge, including donated assets, as well as indemnities, reversed provisions, adjustments of the depreciation value for non-financial assets, income from social activities, income from the rent or lease of fixed assets and investments in real estate and rights, revenues related to random events;
 - d) financial revenues, i.e. revenues from financial operations conducted by an entity: amounts due in respect of dividends and share in profits, interest on granted loans, interest on term deposits, default interest, profits from the sale of investments, reduction of depreciation write-offs relating to investments due to the fact that the reasons resulting in the permanent loss of their value have ceased to exist (whether totally or partially), surplus of foreign exchange gains over losses.
38. **Costs of obtaining revenues from total activity** include:
- a) costs of sold products (goods and services), i.e. total costs decreased by the cost of generating benefits for the needs of the entity and corrected by the change in product inventories;
 - b) the value of goods and materials sold according to procurement (purchase) prices;
 - c) other operating costs, i.e. costs indirectly related to the operating activity of the entity, in particular: loss on the sale of non-financial fixed assets (surplus of the value of sold fixed assets over the revenues from their sale), depreciation of leased or rented fixed assets and fixed assets under construction, unplanned depreciation write-offs (write-offs

relating to permanent loss of value), fines, penalties and indemnities paid, partially or fully written off liabilities related to bankruptcy, composition or restructuring proceedings, reserves made for future legal liabilities or liabilities which are likely to occur (loss on current business transactions in), write-offs updating the value of non-financial assets, costs of maintaining premises required for social activity, donations or fixed assets received free of charge, loss related to random events;

- d) financial costs, i.e. among others interest from contracted credits and loans, interest and discount on bonds issued by the entity, default interest, loss on the sale of investments, write-offs updating the value of investments, the surplus of foreign exchange losses over gains.

39. Revenues and costs of obtaining revenues from the sale of products, goods and materials which have an influence on the financial result are expressed in actual sales prices taking into account discounts, rebates and reductions, excluding the value added tax (VAT).

40. Financial results:

- a) financial result from the sale of products, goods and materials constitutes a difference between net sales revenues of products, goods and materials and costs bore for their obtaining (the costs of sold products, goods and materials);
- b) financial result on the other operating activities constitutes a difference between other operating incomes and other operating expenses. Since 2002 till 2015 it contains part of and since 2016 all extraordinary events related to operating activity;
- c) result on operating activity constitutes a difference between net revenues from the sale of products, goods and materials, including subsidies, discounts, rebates and other additions/disposals, excluding value added tax, and other operating revenues, and products, goods and materials sold valued at manufacturing cost, acquisition or purchasing prices, increased by the total general and administrative costs, costs of sales of products, goods and materials and other operating costs incurred since the beginning of the accounting year;
- d) result on financial operations constitutes a difference between financial revenues, in particular, in respect of dividends (share in profits), interest, profits from the sale of investments, updating the value of investments, surplus of foreign exchange gains over losses, and financial costs, in particular, those relating to interest, losses on the sale of investments, updating the value of investments, the surplus of foreign exchange losses over gains;
- e) gross financial result (profit or loss) is a result on economic activity – till the end of 2015 corrected by the result on extraordinary events;
- f) net financial result (profit or loss) is derived after decreasing the gross financial result by obligatory encumbrances, including corporate and other corporation tax as well as other payments resulting from separate regulations.

41. Indices:

- a) cost level indicator constitutes the relation of the costs of obtaining revenues from total activity to revenues from total activity;
- b) sales profitability rate constitutes the relation of the result from the sale of products, goods and materials to net sales revenues of products, goods and materials;
- c) gross turnover profitability rate constitutes the relation of the gross financial result to revenues from total activity;
- d) net turnover profitability rate constitutes the relation of the net financial result to revenues from total activity;
- e) first degree financial liquidity ratio constitutes the relation of short-term investments to short-term liabilities;
- f) second degree financial liquidity ratio constitutes the relation of short-term investments and short-term dues to short-term liabilities,
- g) third degree financial liquidity ratio constitutes the relation of current assets (inventories, short-term dues and claims, short-term investments and short-term deferred expenditure) to short-term liabilities.

42. Current assets are part of the ownership controlled and used by the entity in its operating activity whose value has been determined in a reliable manner, resulting from past events and bound to generate economic benefits to the entity in the future. They include: inventories (current fixed assets) and short-term: dues, investments or deferred expenditure.

43. Data on the entities of the national economy come from **the National Official Business Register REGON**, functioning on the basis of the Law on official statistics dated 29 VI 1995 (uniform text Journal of Laws 2018 item 997, with later amendments) and the regulation of the Council of Ministers dated 30 XI 2015 on the mode and methodology of running and

updating the state register of economic entities, application, questionnaire and certificate specimens (Journal of Laws item 2009, with later amendments). Its actualisation is based on applications of such entities as well as on data transmitted in electronic form from CEIDG, SIO, KRS and CRP KEP. It is obligatory to enter into the register at the moment of coming into existence or undertaking activity and reporting changes of features provided with the entry as well as deleting the register in the case of liquidation.

- 44. "Voivodship cities"** are cities which are the seats of voivod or voivodship regional councils since 1 I 1999.
- 45.** Relative numbers (indices, percentages) are calculated, as a rule, on the basis of absolute data expressed with higher precision than that presented in tables.
- 46.** In data **calculations per capita (1000 population etc.)** as of the end of the year, the number of population as of 31 XII was used, whereas data describing the magnitude of a phenomenon within a year – as of 30 VI, unless otherwise noted.
- 47.** Some information for the last year is presented on the basis of preliminary data and it may change in subsequent publications of the Statistical Office.
- 48.** Due to the rounding of data, in some cases component totals can slightly differ from the amount given in the item "total".
- 49.** Statistical information originating from sources other than Statistical Office is indicated in the appropriate notes.
- 50.** Abbreviations used in the publication are marked in the tables and the graphs with the sign "Δ" with regard to NACE Rev. 2. The abbreviations and their complete names are given below:

abbreviation	full name
sections	
Trade; repair of motor vehicles	Wholesale and retail trade; repair of motor vehicles and motorcycles
Accommodation and catering	Accommodation and food service activities
divisions	
Crop and animal production, hunting	Crop and animal production, hunting and related service activities
Manufacture of products of wood, cork, straw and wicker	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials
Manufacture of pharmaceutical products	Manufacture of basic pharmaceutical products and pharmaceutical preparations
Manufacture of metal products	Manufacture of fabricated metal products, except machinery and equipment
Remediation activities	Remediation activities and other waste management services
Wholesale trade	Wholesale trade, except of motor vehicles and motorcycles
Retail trade	Retail trade, except of motor vehicles and motorcycles
Land and pipeline transport	Land transport and transport via pipelines

abbreviation	full name
divisions (cont.)	
Catering	Food and beverage service activities
Motion, sound and music publishing activities	Motion picture, video and television programme production, sound recording and music publishing activities
Computer programming and consultancy activities	Computer programming, consultancy and related activities
Financial service activities	Financial service activities, except insurance and pension funding
Insurance, reinsurance and pension funding	Insurance, reinsurance and pension funding, except compulsory social security
Tourism activities	Travel agency, tour operator and other reservation service and related activities
Office administrative and business support	Office administrative, office support and other business support activities

Objaśnienia znaków umownych

Symbols

Symbol <i>Symbol</i>	Opis <i>Description</i>
Kreska (-)	zjawisko nie wystąpiło <i>magnitude zero</i>
Kropka (.)	zupełny brak informacji albo brak informacji wiarygodnych <i>data not available or not reliable</i>
Znak x	wypełnienie pozycji jest niemożliwe lub niecelowe <i>not applicable</i>
Znak Δ	oznacza, że nazwy zostały skrócone w stosunku do obowiązującej klasyfikacji <i>categories of applied classification are presented in abbreviated form</i>
Znak #	oznacza, że dane nie mogą być opublikowane ze względu na konieczność zachowania tajemnicy statystycznej w rozumieniu ustawy o statystyce publicznej <i>data may not be published due to the necessity of maintaining statistical confidentiality in accordance with the Law on Public Statistics</i>
„W tym” “Of which”	oznacza, że nie podaje się wszystkich składników sumy <i>indicates that not all elements of the sum are given</i>
Comma (,)	used in figures represents the decimal point

Ważniejsze skróty

Major abbreviations

Skrót <i>Abbreviation</i>	Pełna nazwa <i>Complete name</i>
tys. <i>thous.</i>	tysiąc <i>thousand</i>
mln	milion <i>million</i>
zł	złoty
t	tona <i>tonne</i>
mm	milimetr <i>millimetre</i>
m	metr <i>metre</i>
m ²	metr kwadratowy <i>square metre</i>
ha	hektar <i>hectare</i>

Skrót <i>Abbreviation</i>	Pełna nazwa <i>Complete name</i>
km ²	kilometr kwadratowy <i>square kilometre</i>
m ³	metr sześcienny <i>cubic metre</i>
dam ³	dekametr sześcienny <i>cubic decametre</i>
hm ³	hektometr sześcienny <i>cubic hectometre</i>
kWh	kilowatogodzina <i>kilowatt-hour</i>
GWh	gigawatogodzina <i>gigawatt-hour</i>
°C	stopień Celsjusza <i>centigrade</i>
s	sekunda <i>second</i>
h	godzina <i>hour</i>
r.	rok
cd. <i>cont.</i>	ciąg dalszy <i>continued</i>
dok. <i>cont.</i>	dokończenie <i>continued</i>
egz.	egzemplarz
itp. <i>etc.</i>	i tym podobne <i>and the like</i>
m.in.	między innymi
Lp.	liczba porządkowa
Nr <i>No.</i>	numer <i>number</i>
p. proc.	punkt procentowy
poz.	pozycja
str.	strona
tabl.	tablica
tj. <i>i.e.</i>	to jest <i>that is</i>
tzw.	tak zwany
ust.	ustęp

Skrót <i>Abbreviation</i>	Pełna nazwa <i>Complete name</i>
Dz. U.	Dziennik Ustaw
PKD	Polska Klasyfikacja Działalności
CEIDG	Centralna Ewidencja i Informacja o Działalności Gospodarczej
SIO	System Informacji Oświatowej
KRS	Krajowy Rejestr Sądowy
CRP KEP	Centralny Rejestr Podmiotów Krajowej Ewidencji Podatników