



## PRICE DATA VALIDATION PROCEDURES for COUNTRIES

The ICP Regional Office (RO) will generally be using the following validation procedures, and thus, all data you submit will be reviewed according to these procedures. Further clarification from the countries will be requested should questions arise during validation process at the RO. In this regard, we earnestly request the National Coordinators and other ICP statisticians to use **at least** these validation procedures in order to facilitate the validation process both at the country and regional levels.

1. Country data validation is strongly suggested to be undertaken as soon as possible after the conduct of price surveys so that price verification, if necessary, can be done immediately.
2. National **average prices** should be **reviewed** and if necessary these prices can be validated against CPI prices for the same/similar products in the ICP regional product list.
3. Acceptable CV is normally less than or equal to 30%.
4. For CVs > 30%, countries should do the following validation procedure:
  - a. Check the raw data for the ICP products.
  - b. Identify quotations, if any, with zero quantity or value. If the price is really zero since it is “provided free of charge”, enter “0” in the price column and indicate that the item is “free” in the remarks column. For example: ATM home bank service charges for some countries may be free.
  - c. Check if the price reported is within the specified quantity range. If the price is within the specified range, check for other possible sources of errors.
  - d. Verify whether the weight of the product priced is within 10% or 20% extension range (e.g. if the quantity range is 300-500 grams, the 10% extension range would be 270 – 550 grams).
  - e. If the collected price is outside the extended range, check for data entry error or other possible errors such as mistakes in product specification or packaging size.
  - f. Check the unit of measure (UOM) and preferred quantity used.
5. When outliers are present:
  - a. Countries must make sure that they have consistently priced a local popular/commonly used medium quality product/item when the brand is not specified; and that the same brand is priced in all the sample outlets.
  - b. Delete high-end products and prices collected from high-end outlets.
6. However, high CVs resulting from justifiable reasons must be appropriately documented for the information of the RO. For example, we would expect the prices to be higher (due to transport costs) in the provinces, if this product is not commonly available in the provinces, when compared to prices in the capital city. High CVs in this case are acceptable.