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Views

SME test

2017 survey for SME Envoys in EU countries

Language

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general2 The SME test in your
country (general aspects)

* 2.1 Has an SME

test (or similar) already been put in place in your country? (This means if any procedure exists to check if planned regulation could be adapted to better fit the needs of SMEs.)

(Please answer all questions of this survey that are applicable to the SME test in your country. Anyway the questions marked with an * are obligatory to be able to submit the test.)

☒ Yes☐ No

Please indicate its date of
introduction.

* 2.2 Has the

formal introduction of an SME-test been accompanied by a strategy to ensure its
implementation?

☒ Yes☐ No☐ Don't know

Please briefly describe this strategy.

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2.3 What are the elements checked in the SME test/how is the SME Test
structured?

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Later on, at question 7.1 you will be able to provide your SME Test legislation and/or a brief summary of it, as well as your SME Test forms. At question 7.3 you can also add any files that might be relevant. You can refer to these items, if useful.

2.4 Are any changes foreseen in the next 24 months to the design or
the implementation of the SME Test in your country?

☒ Yes☐ No

Please describe what changes are foreseen, the reason
for the change and the date most likely for introducing the
change.

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2.5 How many SME tests were carried out by your national administration in 2015 and 2016?

	0	1-5	6-10	11-19	20 or more
*2015	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*2016	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2.6 Is your SME test (or similar) identifiable as separate from the general regulatory impact analysis?

- ☐ Yes
☒ No

Please explain.

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*

2.7 Are the SME Test results available to stakeholders and to the public?

- ☒ Yes, they are published with the general results of the Regulatory Impact Assessment and they are easily traceable (for instance, in a specific annex).
☐ Yes, they are published with the general results of the Regulatory Impact Assessment but can be difficult to trace.
☐ They are not published, but they are available on request.
☐ No, they are not available.

Please explain what has changed regarding this since autumn 2014 and the reason why.

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3 To what the SME-test is applied and how it is organised

* 3.1 Is the SME

test applied on new legislation and on revised legislation?

- ☐ It is only mandatory on new legislation
☒ It is mandatory on new legislation and on revision of existing legislation
☐ It is applied only if legislation is approved through a certain legislative path
☐ It is applied on an ad hoc basis

3.2 Is the SME test applied to primary or secondary legislation?

Please tick any box that is applicable.

- ☐ It is applied to primary legislation (issued by parliament)
☐ It is applied to secondary legislation (administrative regulations)

* 3.3 Where does

the responsibility of applying the SME Test lie?

- ☒ There is a centralised SME test function
☐ Each department is fully responsible (decentralised)

3.4 Please mention any changes since 2014 regarding the to what the SME Test is applied (items 3.1 and 3.2), the responsibilities for the test (3.3) and any tools available to the departments.

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*3.5 [\(/eusurvey/home/welcome/runner\)](/eusurvey/home/welcome/runner) [All public surveys \(/eusurvey/home/publicsurveys/runner\)](#)

Is there a quality control planned for checking the quality of the SME tests and/or if they are carried out in line with the existing guidelines?

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Please tick any box that is applicable.

- ☐ 1) Checked by the department responsible for the initiative
☐ 2) Checked by an independent body
☐ 3) Independently checked by others
☐ 4) No quality control

This field is required

3.6 If the above mentioned procedure regarding quality control has changed since autumn 2014, please mention what changed and the reason for the change.

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SME test in detail

4 Stakeholder consultations

* 4.1 When the

SME-test is carried out, does it include consultations with SME representatives/stakeholders?

- ☐ Yes, it is a mandatory element of our SME Test
☐ Yes, but it is mandatory only under certain conditions
☐ Yes, even though it is not mandatorily linked to the SME Test, it is common practice
☐ Only occasionally
☐ No

This field is required

4.2 How much in advance are stakeholder consultations generally held compared to the final drafting of the legislation?

- ☐ 0-4 weeks
☐ 1-3 months
☐ 3-6 months
☐ 6-12 months
☐ > 12 months
☐ This is very different, depending on the particular SME test held

*

4.3 When organizing stakeholder consultations, which of these consultation methods are used in your country?

Please tick any box that is applicable.

- ☐ Regular meetings with stakeholders (advisory group, high-level group,...)
☐ Ad hoc round table discussions with stakeholders
☐ Test panels of entrepreneurs
☒ Open public consultations
☐ Direct bilateral contacts with individual SMEs
☐ Other

How long is the minimum consultation period? If this has not been established with a rule, please consider the average current practice.

- ☐ 3 months / 12 weeks or more
☐ 2 months / 8 weeks or more
☐ 1 month / 4 weeks or more
☐ Less than a month / 4 weeks

What tools are available to the public consultations?

Please tick any box that is applicable.

- ☐ Online questionnaires (/eusurvey/home/welcome/runner) All public surveys (/eusurvey/home/publicsurveys/runner)
- ☐ Email addresses
- ☐ Other

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How many open public consultations have been carried out regarding the SME Test by your national administration in 2015 and 2016?

	0-10	11-40	41-70	71-100	>100
2015	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4.4 How are consultations announced to stakeholders? (If through a central website, please also provide the link.)

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4.5 Are consultation results published?

- ☒ Yes
- ☐ No
- ☐ Partially

You can give here an explanation, if useful. (If the results are published through a central website, please also provide the link.)

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4.6 Is it explained how consultation results have been taken into account?

Please tick any box that is applicable.

- ☐ Always
- ☐ In the majority of cases
- ☐ No (or almost not)
- ☐ Don't know / Not applicable

4.7 Please explain what has changed regarding stakeholder consultations since autumn 2014 and the reason why (please see for this also the items mentioned before in this section).

3000 character(s) maximum (3000 characters left)

5 Assessment of impacts

* 5.1 Which type of impacts do you analyse in your SME test (positive/negative)? (Please highlight those that are relevant for your country.)

- ☐ Impacts on competitiveness
- ☐ Impacts on innovation and R&D
- ☐ Impacts on access to markets
- ☐ Impacts on access to finance
- ☐ Impacts on scaling-up of companies
- ☐ Impacts of a more social nature (working and health & safety conditions, etc.)
- ☐ Environmental impacts
- ☐ Compliance costs and savings for SMEs. These are financial, substantive or administrative costs. (Financial costs linked to fees or duties etc, substantive costs created by the obligation to adapt the nature of the product/service or production/service delivery process to meet economical, social or environmental standards (e.g. purchase of new equipment, training of staff) and administrative costs created by the obligation to provide information on the activities or products of the enterprise, including one-off and recurring administrative costs (e.g. resources to acquire or provide information.)
- ☐ Other

5.2 Please describe how you are analysing above mentioned impacts and what changed since 2014 (if applicable). (/eusurvey/home/welcome/runner) All public surveys (/eusurvey/home/publicsurveys/runner)

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*

5.3 When assessing the costs and benefits of legislative proposals, which methods are being used in your country?

Please tick any box that is applicable.

- ☐ Quantification (for example expressed in number of hours necessary to comply)
- ☐ Monetisation
- ☐ Qualitative
- ☐ Other
- ☐ No assessment of costs and benefits

5.4 How often are impacts on SMEs quantitatively assessed or monetised? (Indicated below as percentages of SME Tests carried out in the last 12 months.)

- ☐ Never (0%)
- ☐ Sometimes (1-33%)
- ☐ Regularly (34-66%)
- ☐ Very often (67-99%)
- ☐ Always (100%)

*5.5 What tools are in place in order to overcome the availability of data challenge?

- ☐ Database with cost/hours in SMEs
- ☐ Ad-hoc surveys
- ☐ Ad-hoc studies
- ☐ Statistics
- ☐ Other
- ☐ None

This field is required

5.6 Please explain what changed about above mentioned tools since 2014. You can also add more information on the tools applied.

5000 character(s) maximum (5000 characters left)

6 Mitigating measures

6.1 How often are mitigating measures applied in your country? (Estimation, as a percentage of SME tests performed in the last 12 months.)

	Never (0%)	Sometimes (1-33%)	Regularly (34- 66%)	Very often (67-99%)	Always (100%)
*Complete or partial size-related exemptions for SMEs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Temporary exemptions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Tax reductions or direct financial aid	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Simplified reporting obligations for SMEs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Specific information campaigns or user guides, training and dedicated help desks etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Digital compliance assistance tools	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please mention which one under question 7.6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6.2 Please explain what has changed regarding these mitigating measures since autumn 2014 and the reason why.

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6.3 If mitigating measures are proposed as a result of the SME-test, is the effect on scaling-up of companies being assessed?

- ☐ Yes
☐ No
☐ Don't know / not applicable

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SME Test in practice

7 SME Test effectiveness and added value

7.1 Please provide your SME Test legislation and/or a brief summary of it, as well as your SME Test forms. (Preferably in English, or otherwise please add a summary of these in English).

9000 character(s) maximum (9000 characters left)

Below you can enter text, in item 7.3 you can attach files.

7.2 Please indicate any changes regarding this since 2014 (you can be brief if certain items were already explained in previous sections.)

5000 character(s) maximum (5000 characters left)

7.3

Here you have the possibility to upload any files that might be interesting regarding the SME test (the test itself, forms, evaluations, etc.)

You can add many files, but each

file cannot be larger than 1 Mb. (Otherwise you can not submit the questionnaire.)

If you

have files larger than 1Mb, please mail them directly to

johan.westra@ec.europa.eu (and in cc:

renaud.gosselin@ec.europa.eu)

Select file to upload

7.4 Please mention what problems with the SME test became more significant since autumn 2014, if any (e.g. low availability of data, low inter-service cooperation, consultation of stakeholders, administrative capacity, etc.)?

Please describe

also any main difficulties with the SME test that were largely resolved since autumn 2014.

9000 character(s) maximum (9000 characters left)

7.5 What could still be improved in order to make the SME-test more effective in your country?

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7.6 If you have any other remarks regarding the implementation of the

SME Test (or any other aspects), please mention them below.

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*

7.7 In your view, does the SME-test have a policy impact and a real value added for SMEs in your country?

- ☒ Yes
☐ No
☐ Don't know

Please explain what policy

impact you see and what has changed regarding this since autumn 2014 (and the reason why).

3000 character(s) maximum (3000 characters left)

8 Proven good practices and mistakes to learn from

8.1 Please outline proven good practices since autumn 2014 in one or more of the following areas:

Please tick any box that is applicable.

- ☐ The stakeholder consultation procedure
☒ The support structure and accompanying materials for the test
☐ Alternative measures proposed
☐ The evaluation of the test and changes made
☐ The methodology chosen to measure the analysed impacts in the context of your SME Test
☐ Others

Please describe these new good practice(s)

concerning the support structure and accompanying materials for the test.

3000 character(s) maximum (3000 characters left)

8.2

Please outline major mistakes you learned from since autumn 2014 in one or more of the following areas:

Please tick any box that is applicable.

- ☐ The stakeholder consultation procedure
☐ The support structure and accompanying materials for the test
☒ Alternative measures proposed
☐ The evaluation of the test and changes made
☐ The methodology chosen to measure the analysed impacts in the context of your SME Test
☐ Others

Please describe these mistake(s)

concerning alternative measures proposed since autumn 2014, and what you learned from them.

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