

# How to Accomplish QSPBI Online Questionnaire through QSPBI-OFE ?



REPUBLIC OF THE PHILIPPINES  
PHILIPPINE STATISTICS AUTHORITY



## STEP 1. REGISTER



- Open <https://qspbi.psa.gov.ph> in the web browser to access the QSPBI Online Facility for Establishments (QSPBI-OFE).
- Click the “**Register an Account**” button.
- Register by encoding the 1) 14-digit alphanumeric **Establishment Control Number (ECN)** found at the lower-left portion of the address stub on the cover page of the questionnaire, and 2) the establishment’s official email address.
- The password will be sent to the establishment’s registered email address.

## STEP 2. ACCOMPLISH



- Open <https://qspbi.psa.gov.ph> in the web browser.
- Log in using the 14-digit ECN and password assigned to the establishment.
- Click on the “Questionnaire” module. Select appropriate quarter that corresponds to the survey round.
- Fill out all the data fields up to the certification portion.
- Click on the “Save” button to save all encoded data.

## STEP 3. SUBMIT



- Tick the check box to confirm completion of the questionnaire. Once “ticked” the questionnaire will be locked from further editing.
- Click on the “Submit” button. An acknowledgement will be sent to the establishment’s registered email address.




## Quarterly Survey of Philippine Business and Industry Online Facility for Establishments (QSPBI - OFE)

### PRIMER

For more information, contact:

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# QSPBI ONLINE FACILITY FOR ESTABLISHMENTS (QSPBI - OFE)

The QSPBI Online Facility for Establishments (QSPBI-OFE) is an integrated system which will be used by establishments in accomplishing the QSPBI questionnaire online. The system can be accessed at the <https://qspbi.psa.gov.ph>. The QSPBI-OFE has seven (7) modules: About QSPBI, Questionnaire, Statistics, Account, Frequently Asked Questions (FAQs), Virtual Assistant, and Help.

## QSPBI - OFE MODULES

### QSPBI-OFE login



QSPBI-OFE

The establishment should register an account on the QSPBI-OFE to be able to access all the modules in the system. To register, simply enter the 14-digit alphanumeric ECN and the official email address of the establishment. The password needed for logging in will be sent to the registered email. Once logged in, the user will be redirected to the homepage of the system.

### About QSPBI

This module is intended to help the establishment to have better understanding of the survey. It has four submodules.

#### Overview of QSPBI



Contains information regarding QSPBI operations.

#### News/Updates



Redirects the establishment to the PSA website's National Accounts page.

#### Concepts and Definitions



Defines the operational concepts and definitions used in the survey.

#### Forms/Primers



Enables the establishment to download e-copies of the QSPBI questionnaire as well as the QSPBI Primers.

#### National Accounts of the Philippines (NAP) Releases



Contains the Advance Release Calendar for the NAP Press Releases.

### Questionnaire



The Questionnaire Module is the main feature of the system. This is where the establishment will encode their report for a given quarter. The establishment must select the appropriate quarter prior to encoding.

### Statistics

The Statistics Module is used in the generation of statistics based on the submitted reports of the establishments. This allows the establishments to view their own current and past quarter reports through the following formats:

#### Tables



Generates statistics in tabular format

#### Graphs



Generates statistics in graphical format

#### Summary Statistics



Generates detailed summary statistics

### Account

This module shows some information about the establishment. It enables the establishment to track the submission of QSPBI report. It also allows the establishment to give feedbacks which will serve as reference for further improvements of the system.

#### Establishment's Profile



Displays the establishment's characteristics such as Establishment Control Number (ECN), Business Name, Tax Identification Number (TIN), and e-mail address.

#### Feedback Box



The establishment can submit comments and suggestions for the improvement of the online facility.

#### Submission History



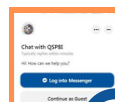
Enables the establishment to track its submission of QSPBI report.

### FAQs



This module contains the commonly asked questions and answers about the QSPBI.

### Virtual Assistant



This module enables the establishment to make real time communication to a Central Office QSPBI Representative. This is supported by a messenger application.

### Help



This module contains detailed instructions on how to access the different modules of QSPBI-OFE.



Register to the QSPBI-OFE for a brand new experience in the timely submission of data.