Bureau of Statistics Guyana

Reporting Matrix

34th Meeting of the SCCS and 17th Meeting of the RCCC

Gros Islet, St. Lucia

26th to 30th October, 2009

STANDING COMMITTEE OF CARIBBEAN STATISTICIANS (SCCS) AND REGIONAL CENSUS COORDINATING COMMITTEE (RCCC)
SAMPLE FORMAT FOR PRESENTATION OF REPORTS

AREA OF STATISTICS	DATA PRODUCTION (Tables etc.)	DATA DISSEMINATED	DATA GAPS	BEST PRACTICES / CHALLENGES	RESOURCES REQUIRED Technical Assistance Training Applied or Required	USE OF TECHNOLOGY
National Accounts	1. Production Survey table 2. GDP, real and nominal (SNA68) 3. Rebasing to 2006 and implementation of SNA93 ongoing)	1 – 2	Agriculture and related industries; indicators in trade in services	The production of detailed SUTs and Satellite Accounts will be the responsibility of a very young staff who have all just completed two (2) years on the job and are therefore still on the early part of the learning curve. There are distinct challenges to obtain responses from the private sector to the NES, now in its second year which may require policy intervention.	Better methods of estimation of the agriculture sector are needed from the Ministry's technical staff. Also regulatory agencies need to execute more robust monitoring of their sectors e.g. private health & education services, construction, company accounts. Direct assistance is being provided by CARTAC to develop extrapolators for a re-benchmarked and rebased GDP.	All functions computerized; mainly use of MS-Excel and MS-Word
- Tourism Satellite Account	No	NIL	Tourism-related indicators apart from Visitor arrivals and future estimates on Visitor Expenditure to be derived from the VEMS.	The Tourism sector is still in a fledgling state and obtaining detailed date will be a main challenge.	TA would be required to set up satellite account(s) especially as those staff who had exposure training have since left.	
	DATA PRODUCTION	DATA DISSEMINATED	DATA GAPS	**Best practices:**	**Technical Assistance Applied OR Required**	

Merchandise Trade	**Annual** • Detailed trade statistics are produced on an annual basis by S.I.T.C and H.S. codes and description, values and quantities, and country of origin/destination. Provisional trade statistics are available for the year 2008 together with the adjusted trade statistics for 2007. **Quarterly** • Trade statistics are also produced quarterly. Imports are generated using economic classifications for 3 main categories viz: Consumer, Intermediate and Capital. Exports are generated under 2 main categories viz: traditional and non-traditional. These statistics are available up to the second quarter of 2009 and for all the quarters of 2008.	The delivery of a complete year's trade data to the Caricom Secretariat and to maintain the protocols for the provision of trade data to regional and international agencies, among them being UNCTAD, UNSTATS Division, IMF, ECLAC at various level of periodicity from monthly to annual. The detailed trade database has been disseminated for the year 2006 and the provisional database for 2007. The Central Bank is in receipt of monthly to annual trade statistics as a major input for the compilation of the Balance of Payments Account. Data dissemination is provided via paper and electronic publications.	• The dissemination of the adjusted detailed trade database is within a one year lag. The year 2008 is outstanding.	• Data Checking: The file format is being checked before loading into the system. Consistency checks are also done with regards to HS and SITC codes and country codes. • Export data for the main sectors are generated using the source documents from the respective exporting agencies.	• The software MapInfo Professional 6.0 will be required for training of staff in the trade section. This software is compatible with the MS Access and Excel. It is being used by the IT department when linking the trade data received via TRIPS to the BOS Access tariff database. **Training Required:** • The development of the Eurotrace Database.	Dbase 5.0 MS Access MS Excel

		• External Trade Data Report (1997 – 2004) (published on BOS website)	• External Trade Data Report (2005 – 2007). These are to be published on the BOS website.			
Trade Indices	The compilation of Trade Indices using 2006 as the base year has been ongoing for the past 6 months with Consultant support.	NIL – This is an attempt to regenerate the production and dissemination of Indices in more than 2 decades.	The last set of Trade Indices generated refers to the period mid to end of the 1980s. It is felt that these indicators were discontinued at the time when the 'black market' became dominant with attendant smuggling and heavy distortion of official trade data.	The current exercise has reinforced the view that for the generation of future series it would be better to do a direct survey of major importers and have direct access to the perfected invoices as expected the Customs import data poses a real problem for quality and acceptance of unit values.	Provision made under World Bank Trust for TA for this activity. Bureau's nominee unable to attend last CARTAC W/SHOP due to flight problems. A further training opportunity for at least 2 staff in the generation of indices is required as a priority as well as the documentation of processes, problems and solutions arising from the present consultancy.	MS Excel MS Access SPSS
Prices	CPI monthly and Quarterly series	Jan 1994 – June 2009	July – Sept. 2009	A new basket is being prepared for introduction from 1st Jan. 2010. Focus is now on rectifying the glitches in the new software package that will be used.	Additional price collectors and staff to be trained in the new software	MS Excel Cold Fusion

Demography Department **1. <u>Vital Statistics</u>** **a) Migration**	The following tables are produced Annually: 1. Arrivals by age group and gender 2. Departures by age group and gender 3. Arrivals by passenger category 4. Departures by passenger category 5. Summary of Arrivals and Departures on a quarterly basis. All other tables or data are produced upon request.	Data is available upon request or via the BOS website, and the Quarterly Statistical Bulletin also available on the website.	2000 – 2003 Jan. – Sept. & Dec. 2008	1. Continue to experience some difficulty in accessing immigration cards in a timely manner. 2. Both outgoing and outgoing passengers continue to fill out the forms inaccurately by either submitting the forms incomplete or stating inaccurate information on the forms.	1. All personnel within the Demography Department were exposed to the Demographic Analysis workshop coordinated by CARICOM Secretariat.	1. In recent months the Information Systems Dep developed a comprehensive data entr programme using Microsoft Access that will simplify the processing of queries and extraction of data for the reproduction of tables. All processing will be done using Acces
b) Births and Deaths	Tables produced are as follows: 1. Live births by age group & gender 2. Crude Birth Rates 3. Deaths by age group and gender	1. Data is available in the Quarterly Statistical Bulletin on the website and also upon direct request.	1990 – 1992, 1999 & 2006 - present 1990 2006 - 2008	1. Untimely access to data from Ministry of Health (MOH) and General Registrar Office (GRO). 2. Inadequate staffing	1. Need personnel to collect data from GRO and to create both a births and deaths database.	Microsoft Excel

	4. Deaths classified by caused		1990 – 1992 & 2007			
	5. Crude Death Rates		1990			
	6. Infant Mortality Rates		1990			Microsoft Excel
	7. Under 5 Mortality Rates		1990 – 1993, 1999			
						Microsoft Excel
c) Marriages	1. Monthly, quarterly & annually data for marriages (2000 – 2009)	1.Data is available upon request from the department.				
	2. Number of marriages by County	2.Data will be included in the next issue of the Quarterly Statistical Bulletin.				
2002 Census	The following information is available: 1. Town Level Data by population & Household 2. Neighbourhood Democratic Council (NDC) Level Data			1. There are still some technical problems accessing SPSS via the network, however it can be accessed only from the Desktop.	1. Some personnel of the department were exposed to training in the use of SPSS software.	SPSS & Microsoft Excel

Cartography	3. Village Level Data by population & household Additional tables are generated when a request is made.	Interested members of public are free to visit the Bureau to access copies of these maps for the purpose of research.				
	1. Produce Village and Enumeration District Maps 2. Digitizing of ED maps 3. Updating map inventory by mapping new housing areas.			1. Difficulty accessing hinterland areas such as regions 1, 7, 8, 9 & 10 particularly the riverain & secluded Areas. 2. Traveling to these areas are made even more difficulty by heavy rainfall and unclear paths or tracks where physical dangers could be encountered by venturing off-track. 3. The cost of traveling to and around interior areas is very expensive. 4. Insufficient personnel 5. Inadequate access to vehicles to assist in the execution of duties. 6. Digitizing exercise is being executed by	1.Training in AutoCAD (CAD) to draw Enumeration Districts Maps using computers. OR 2. Further Training in Geographical Information System (GIS) to digitize Enumeration District maps.	1. Enumeration District Maps are hand drawn in the fields. 2. AutoCAD is being used to digitize Maps and is available within the Unit.

Data Processing & Dissemination				external vendors and it is a very costly exercise.		
Data Processing & Dissemination	• 2002 Population & Housing Census	• Population & Housing Census 2002 Report (published on BOS website)	• None	**Best Practices:** 1. Support to other departments during their tabulation and dissemination processes	• Data processing, enhanced database management, analytical skills and reporting	• SPSS and STATA • MS Office suite, including Microsoft Windows Server 2003 and MS SQL
	• External Trade Data Report (1997 – 2004)	• External Trade Data Report (1997 – 2004) (published on BOS website)	• External Trade Data Report (2005 – 2007) (to be published on BOS website)	2. Documentation of the Information System processes	• Enhanced system management & administration	• MapInfo
	• 2006 Household Budget Survey (HBS)	• None	• 2006 HBS report	3. Implementation of IS work plan	• GIS for data dissemination	• DevInfo 5.0 • Macromedia Flash
		• Quarterly Statistical Bulletin – Q2/2008 (published on BOS website)	• None	4. Timely upload of data / information from other department to the BOS website	• Project management skills	• Macromedia Dreamweaver • Adobe Photoshop CS2
	• GuyD_Info 1.0 - (Guyana DevInfo 5.0 adaptation)	• Desktop version of GuyD_Info 1.0 was launched with database comprised of Health Sector and Production data	• Data from Social Sector Line Ministries such as: ➢ Ministry of Housing & Water – nothing was received ➢ Ministry of Health – 2007 & 2008 ➢ Ministry of Home Affairs – 2008 ➢ Ministry of Education - 2008	**Challenges:** 1. The connectivity between the two (2) office (High St & BOS Annex) is not fully functional as planned due to internet traffic & bandwidth issues. Hence we resorted to configuring the two (2) offices as separate networks as oppose to a BOS WAN (Wide Area Network).		

Surveys	• VEMS Reports	• For 1995 – 1998 and discontinued	• 2008 & 2009	Scanning has proved to definitely more efficient than manual data entry.	• Further training/ clarifications needed by CTO in the calculation of visitor expenditure estimates.	Eyes and Hands Software
	• LFS Reports With the cancellation of the LFS, staff has assisted the Min. of Health in the execution of the first DHS (Dec. 2008-Sep. 2009) & is providing further assistance for the Emergency Obstetrics & Newborn Care Assessment Survey which runs from Sept. to Jan. 2010.	• Selected tables from the 1997 surveys	• The proposed 2008-9 LFS was cancelled	Funding was budgeted and approved at time of cancellation. New funding will have to be approved for the subsequent execution of a new survey.	• Data Analysis support would be required whenever a new LFS is executed.	
Finance & Administration Department	• Detailed Current and Capital Budget • Proper Accounts	• Same disseminated to Ministry of Finance		• Two (2) key positions to be filled • Approximately half of Accounts staff are within their first year of work, requiring high level of supervision. • In addition to normal functions, there is the challenge of managing the Accounts for four (4) projects. The Bureau	• Chief Personnel Officer and Administration Manager to assist the Head of Division. • Also the creation of position for two (2) Project Support Staff.	• Target objective: to computerize all of the Accounts of last Census – records fully computerized.

				continues to operate from 3 separate locations which provide a major administrative challenge.		