

C A R I B B E A N

C O M M U N I T Y

S E C R E T A R I A T

**THIRTY-NINTH MEETING OF
THE STANDING COMMITTEE OF
CARIBBEAN STATISTICIANS (SCCS)**

SCCS/2014/39/10

**Georgetown, Guyana
27 – 29 October 2014**

26 October 2014

Submitted for the attention of the Meeting is Paper 10 – Guyana’s Report.

Bureau of Statistics Guyana

Reporting Matrix

39th Meeting of the SCCS & 24th RCCC

Georgetown, Guyana

27th to 31st October, 2014

Period of report:

OCTOBER 2013 – OCTOBER 2014.

Overall staff strengths: ESTABLISHMENT STRENGTH – 125 POSITIONS

AMOUNT FILLED _ 81 POSITIONS

Temporary Staff (Census) ESTABLISHMENT STRENGTH -- 110 POSITIONS

AMOUNT FILLED -- 83 POSITIONS

Key unfilled positions

- 1. DEPUTY CHIEF STATISTICIAN**
- 2. HEAD OF DIVISION, NATIONAL ACCOUNTS**
- 3. HEAD OF DIVISION, DEMOGRAPHY AND VITAL STATISTICS**
- 4. HEAD OF DIVISION, INFORMATION TECHNOLOGY**
- 5. ADMINISTRATIVE MANAGER**

Key Staff losses during current period of report: 1 Statistician – IT Division
1 Price Collector – Trade and Prices Division.

Staff training during period of report

STATISTICS CANADA -

SURVEY DESIGN, EXECUTION AND ANALYSIS

PERIODS NOVEMBER 2013 AND JANUARY 2014.

**LOCAL CONSULTANT TRAINING
FOR STAFF**

PROFICIENCY IN SPSS

PERIOD NOVEMBER 2013.

Intention for 2015

**IIMMEDIATE FILLING, WHETHER BY SUBSTANTIVE APPOINTMENT OR ASSIGNMENT OF
OVERALL RESPONSIBILITYOPF THE KEY POSITIONS IDENTIFIED ABOVE.**

**IMPLEMENTATION OF THE TRANSFORMATION PLAN FROM A ‘SILO’ TO A ‘TEAM MOBILE’
APPROACH POSTPONED FROM THE CURRENT YEAR.**

**OUTREACH RECRUITING AND TRAINING OF SUPPORT STAFF IN KEY HINTERLAND
REGIONS.**

The Bureau remains a 'semi-autonomous' agency having been incorporated as a 'body corporate' with effect from 1st October, 1990. The Bureau however competes with all other Public Sector Ministries and Agencies for its Current (Operational) and Capital Budget from the resources of the Public Treasury. Budget proposals have first to be defended at the Ministry of Finance and either (in toto) as presented or as revised by the Finance Ministry, submitted to Parliament for approval during the period of the annual Budget debate. The Bureau's Revised Act mandates it to charge fees for its services as well as to establish Regional Offices. The filling of key vacancies referred to above and the realization of full establishment strength is a prerequisite to a Regional Operational presence.

**STANDING COMMITTEE OF CARIBBEAN STATISTICIANS (SCCS) AND REGIONAL CENSUS COORDINATING COMMITTEE (RCCC)
GUYANA, 27th – 31st OCTOBER, 2014**

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
DEMOGRAPHY DEPARTMENT						
<p>Vital Statistics</p> <p>a) Migration</p>	<p>The following tables are produced annually:</p> <ol style="list-style-type: none"> 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. 	<p>Data is available upon request or via the BOS website, and the Quarterly Statistical Bulletin also available on the website.</p>	<p>October – December 2009 May – December 2011 2012 - Present</p>	<p>Continuous problems with computers assigned to Section which hampers the smooth flow of the data entry process.</p>	<ol style="list-style-type: none"> 1. Current systems need to be upgraded or replace. 2. Current compliment of personnel need to be increase to reduce current gap. 3. Explore possibility of obtaining information from the Immigration Dept. 4. Current manual for migration data to be review 	<ol style="list-style-type: none"> 1. Microsoft Access is currently being used to input the data from the Immigration card. 2. SPSS is currently being used to generate data for tables and request.

b) Births	All other tables or data are produced upon request. Presently no data is produced outside of the 2002 Census data	Only data available for fertility from the 2002 Census and previous years data obtained from Ministry of Health	2009 – Present	Unable to access information from the Ministry of Health and the lack of computerization of same at the General Registrar’s Office		
c) Deaths	The following tables are produced both quarterly and annually: 1. Deaths by Region 2. Deaths by Sex	Data is available in the Quarterly Statistical Bulletin and upon request	Oct. – Dec. 2013 Jan. – Oct. 2014	1. Shortage of personnel to input deaths data 2. Inaccuracies in data collected from GRO due to late registration of deaths Manual extraction of data from the marriage ledgers at GRO	Additional personnel required to input data	1. Microsoft Access to input data 2. Microsoft Excel to generate data for tables
d) Marriages	Data is available both quarterly and annually by County	Data is available in the Quarterly Statistical Bulletin and upon request			1. For ready availability and easy access of the information personnel extracting data should be given a laptop to facilitate the process 2. An interface needs to be designed for the inputting of the marriages data 3. Personnel should be trained in the use of SPSS to generate data when all other variables are in place	Currently data is inputted in Microsoft Excel for the creation of tables for the Bulletin

<p>Quarterly Statistical Bulletin Cartography</p>	<p>Unit is currently revising and redrawing maps base on the maps return from the 2012 PHC field work.</p> <p>1260 maps have been revised and redrawn out of 3300 EDs.</p>	<p>Bulletin is disseminated quarterly</p> <p>Maps are developed for the sole utilization of the Bureau in executing its field work</p>	<p>Tables with Social indicators are up-to-date to 2009</p> <ol style="list-style-type: none"> 1. 2040 maps remain to be revised and redrawn 2. 418 out of the 2040 maps require visits to the fields to obtain information on recent developments 	<p>Difficulty accessing data from relevant stakeholders</p> <ol style="list-style-type: none"> 1. Currently all maps are hand drawn which is a time consuming exercise 2. The Unit needs gear itself towards the changing technologies within this field 3. No personnel has any formal training in ArcGIS or digitizing of maps using AutoCAD or any other available software 	<p>There is need for training in the relevant technologies</p>	
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INFORMATION SYSTEMS DEPARTMENT

<p>Data Processing & Dissemination</p>	<ul style="list-style-type: none"> • 2002 Population & Housing Census • 2006 Household Budget Survey (HBS) • GuyD_Info 2.0 - (Guyana DevInfo 7 adaptation) • GuyD_Info Trainer of Trainers workshop was conducted in the first half of 2014 amongst some staff members. The Bureau staff so trained conducted their first module of training for other bureau staff in October 2014. Such training will be imparted to other agencies through to the month of December 2014. 	<ul style="list-style-type: none"> • Population & Housing Census 2002 Report (published on BOS website) • None • The Web version of GuyD_Info 2.0 was launched on 18th December, 2013 and the database comprised of key social and economic indicators, which can be used for reports, analysis and informed decision making. 	<ul style="list-style-type: none"> • None • 2006 HBS report • Data from Social Sector Line Ministries such as: <ul style="list-style-type: none"> • Ministry of Housing & Water – nothing was received • Ministry of Health – 2007 & 2008 • Ministry of Home Affairs – 2008 • Ministry of Education - 2008 	<p>Best Practices:</p> <ol style="list-style-type: none"> 1. Support to other departments during their tabulation and dissemination processes 2. Documentation of the Information System processes 3. Implementation of IS work plan 4. Timely upload of data / information from other department to the BoS website <p>Challenges:</p> <ol style="list-style-type: none"> 1. The connectivity between the two (2) offices (High St & BoS Annex) is not fully functional as planned due to internet traffic & bandwidth issues. Hence we now have two (2) separate networks (LANs). 	<ul style="list-style-type: none"> • Data processing, enhanced database management, analytical skills and reporting • Enhanced system management & administration • Project management skills 	<ul style="list-style-type: none"> • SPSS • MS Office suite, including Microsoft Windows Server 2003/2008 and MS SQL • MapInfo • DevInfo 6.0 • Macromedia Flash • Macromedia Dreamweaver • Adobe Photoshop CS2
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SURVEYS DEPARTMENT

Environmental Statistics	1. Production of Environmental data on request based on availability.	Data is compiled and disseminated to CARICOM for the production of the Environmental Report.	<p>Data gaps: 2013- present (Bureau of Statistics)</p> <p>Other agencies except Guyana Water Authority 2011- present.</p>	<p>The Final Report of the 2012 Census will produce the Environmental data that is required from the Bureau of Statistics for analysis but that is incomplete presently.</p> <p>Acquiring timely data from other agencies.</p> <p>Non-availability of some data from agencies.</p>	Training in SPSS was done so data received can now be analyzed.	SPSS & Microsoft Excel
Gender Statistics	2. Production of Gender Statistics on request based on availability.	Data is disseminated on request from the Private Sector, Public Sector and other users.	2010-present with the exceptions of Crime Statistics.	Most agencies compile gender data when a request is made eg. Crime statistics.	Training in SPSS was done so data received can now be analyzed.	SPSS & Microsoft Excel
Visitor Exit Motivation Survey (VEMS)	3. Production of monthly data on visitors' perception of the Guyana's tourism product.	Periodic reports are submitted mainly to the Ministry of Tourism, Industry and Commerce, and the management of the Cheddi Jagan International Airport, Timehri.	The Visitor Exit Motivation Survey (VEMS) reports were written for the years 1994, 1995, 1997/1998, 2009, 2010, 2011, 2012 and 2013.	Physical sporadic checks at the Ogle International Airport and Cheddi Jagan International Airport, Timehri, to ensure enumerators are on the job and working as required. Also calls are made to the management of these airports to ensure enumerators are on the job.	Technical assistance to utilize the VEMS in a full blown tourism satellite accounting system	Currently the VEMS data is scanned into a database byway of the Readsoft Form Software.

<p>Multiple Indicator Cluster Survey (MICS5)</p>	<p>4. Data on the situation of children, women and men.</p> <p>(Previous MICS focused only on women and children)</p>	<p>MICS 2000 and 2006 reports were disseminated. Guyana participated in the fifth round of the MICS (scheduled for 2013-2015). Data analysis is currently underway.</p>	<p>Guyana missed the 1st 1995 round of MICS, but participated in the 2nd (2000) and 3rd (2005-06) rounds. Guyana did not participate in the 4th (2009-2011) round but is currently completing the 5th round (2013-2015).</p>	<p>Guyana benefitted by having its central statistics office staff work with the MICS technical support team.</p>	<p>Funding for the Bureau of Statistics participation in the MICS workshop on Information Dissemination in Santo Domingo, Dominican Republic from the 26th of November to the 3rd of December, 2014.</p>	<p>The Data processing is being done with CPro and SPSS.</p>
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NATIONAL ACCOUNTS DEPARTMENT

<p>National Accounts</p>	<p>1. Monthly Production Survey table- which includes the production of : (Sugar Rice Bauxite, Gold, Diamond, Sand, Stone, Beverage, etc) Data series 1999-2013 With latest available data as at August 2014</p> <p>2. GDP Current and Constant Prices Compiled using the Production Approach (SNA93 - Rebased 2006 available Data Series 2006- Present)</p> <p>GDP at Current prices compiled using the Expenditure approach – available data series 2006 – Present.</p> <p>3. GDP Current and Constant Prices (base year 1988 available Data Series 1988-2009)</p>	<p>Data is compiled and disseminated upon direct request to both public and private users, or via the Bureau of statistics website and statistics bulletin</p> <p>The following information disseminated via the website are as follows:</p> <ul style="list-style-type: none"> • Annual Production and Exports of rice. (Data series 1999-2013) • Annual Production Exports and local sales of sugar (Data series 1999-2013) • Annual Output of Forestry Products (Data series 1999-2013). • Annual and Monthly production of bauxite • Annual Production of gold and diamond (Data series 1999- 	<p>Agriculture and related industries; indicators in trade in services, indicators for construction and transportation services.</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>The production of a detailed SUT was done during the rebasing of the GDP. However this was done by the US Census Bureau. Current staff members lack the necessary skills to produce these tables.</p> <p>The lack a detailed business register from which a sample frame can be drawn to conduct economic surveys. (We have a list of businesses but there is need for at least one staff to update the Business Register on a regular basis)</p>	<p>Technical assistance is required; for Methods of better estimation of expenditure base GDP both at current and constant prices, the agriculture, construction, and transportation sectors, and for the development of SUTs.</p> <p>Advantage is being taken on all National accounts training workshops especially those opportunities provided by CARTAC.</p>	<p>Functions computerized; use of MS-Excel mainly and MS-Word</p>
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		<p>2013)</p> <ul style="list-style-type: none"> • Annual & Monthly Production of selected commodities. which includes beverages, pharmaceuticals, detergents, footwear, etc. (Data series 1999-2013) • National Accounts aggregates of the economy @ 1988 base (2006 -2010) & at 2006 base 2006-current • GDP Current and Constant Prices (SNA93 - Rebased 2006 available Data Series 2006- Present) • GDP Current and Constant Prices (base year 1988 available Data Series 1988-2009) 	<p>None</p> <p>None</p> <p>None</p> <p>None</p>			
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TRADE DEPARTMENT

<p>Merchandise Trade</p>	<p>Annual</p> <ul style="list-style-type: none"> 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 2014 and the adjusted trade statistics for 2013. <p>Quarterly</p> <ul style="list-style-type: none"> Trade statistics are produced on a quarterly basis. Imports are generated using the economic classifications of three main categories namely Consumer, Intermediate and Capital Goods. Exports are 	<p>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, WTO, UNSTATS Division, IMF, ECLAC at various level of periodicity from monthly to annual. The detailed adjusted trade database has been disseminated for the year 2013 as well as the provisional database up to the second quarter of 2014.</p> <p>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.</p> <p>Data dissemination is provided through electronic publications.</p>	<ul style="list-style-type: none"> The dissemination of the adjusted detailed trade database is within a one year lag. The adjusted trade database for 2014 is outstanding. 	<p>Best practices:</p> <ul style="list-style-type: none"> 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. Exports data are generated using administrative documents from the exporting agencies. 	<p>Technical Assistance Applied:</p> <p>Training Required:</p> <ul style="list-style-type: none"> Refresher training on The New System Eurotrace Windows. 	<p>Dbase 5.0</p> <p>MS Access</p> <p>MS Excel</p> <p>MapInfo 6.0</p>
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<p>- Trade Indices</p>	<p>generated under two main categories namely traditional and non-traditional. These statistics are available for the second quarter of 2014 and for all the quarters of 2013.</p> <p>No indices are produced at this point in time.</p>	<p>NIL</p>	<p>Import and Export Indices</p>	<p>Challenges The inherent weaknesses in the quality of the import data will necessitate a direct survey of the major importers / corporations for their import data.</p>	<p>Training opportunity in the use of the WinTIM software for the generation of the trade indices.</p>	
<p>Prices</p>	<p>CPI quarterly series</p>	<p>1st and 2nd quarters of 2014</p>	<p>September 2014 The EOP CPI is being produced with an approximate 5 week lag. The Georgetown Index is being used as a proxy for 'All Guyana'</p>	<p>Challenges: The outlet samples for other commodities and services. These includes health services, motor vehicles, auto repair and maintenance, medical and maintenance, medical and automobile insurance, cellular services, rental and water charges, telephone and bank charges, domestic servants, weeder/ handyman charges. The intention is as a first step to expand the Georgetown Index to an 'All Urban' Index ' requiring 4 more sub-indices.</p>	<p>Technical Assistance Training required for the testing and implementation of the Price Index Processor System (PIPS) to be used for the production of the CPI.</p>	<p>MS Excel</p>

Finance & Administration Department

<p>Human Resource Finance & Administration Department</p>	<ul style="list-style-type: none"> • Maintain Proper records of all accounting and operational transactions in keeping with government financial regulations • Prepare monthly Current and Capital expenditure Statement • Prepare and present detailed proposals of Current and Capital expenditure in the form of a Budget 	<ul style="list-style-type: none"> • Ministry of Finance and Internal Management • Ministry of Finance and Internal Management 		<ul style="list-style-type: none"> • One (1) key position to be filled <p>In addition to normal functions, there is the challenge of managing the Accounts for additional projects.</p> <p>The Bureau operates from rented quarters in 3 physical locations, which though in close proximity, provide a real logistical challenge and supervision.</p>	<ul style="list-style-type: none"> • Investment in computerized package for the Human Resource & Finance Sections and training of staff • Chief Personnel Officer and Administrative Manager to assist the Head of Department • Also the creation of position for two (2) Project Support Staff. 	<ul style="list-style-type: none"> • To automate current manual processes thereby improving the overall efficiency and effectiveness of the Human Resource Finance and Administrative Department • Records partially computerized
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