Workshop for African countries on the implementation of International Recommendations for Distributive Trade Statistics

27-30 May 2008
Addis Ababa, Ethiopia

Purpose of the questionnaire

The purpose of this questionnaire is to collect information on African countries practices in compilation of distributive trade statistics. It is therefore designed in a format allowing further aggregation of the responses and cross-country comparisons. The information obtained from this questionnaire will be used in a number of ways, including for:

-       Assessment of the current status in compilation of annual and short-term distributive trade statistics in African countries in terms of their scope, coverage, timeliness and compliance with relevant international recommendations;

-       Identifying challenges and good practices in collection, compilation and dissemination of distributive trade statistics in African region;

-       Providing inputs for the preparation of future manuals that will assist compilers of distributive trade statistics.

Recording responses to questions

Please record your answers directly into the questionnaire form. Where appropriate, you are encouraged to provide descriptive answers in reply to the individual questions. Please provide also any further information/supporting documents that your country considers important for the compilation of distributive trade statistics.

The questionnaire is in unprotected form, however, if you are unable to check on boxes directly, please, follow the steps: (1) Left double-click on the box; (2) Select "checked"; (3) Click OK.

Due date

The United Nations Statistics Division would very much appreciate it if you complete the questionnaire by **30 April 2008**. Please, send your responses and any supporting documents to Ms. Arlene Adriano (e-mail: adriano@un.org).

Your response is highly appreciated and we thank you very much for your time in completing this questionnaire and your cooperation in this important study.

Questionnaire on African countries practices in compilation of Distributive Trade Statistics

Please provide your contact details:

Country: Lesotho
Name of Institution: Bureau of Statistics
Contact person: Tsepiso Thabane
Position: Senior Statistician
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I. Institutional framework

1. Is there a legal framework for distributive trade statistics in your country?

☒ Yes - *Please check all that apply*

☐ Statistical Law

☐ Trade/Commercial Act

☒ Other - *Please specify:* 2001 Statistics Act

☐ No

2. Which agency is responsible for the compilation of distributive trade statistics?

☒ National Statistical Office

☐ Line Ministry or Specialized agency

☐ Other - *Please specify:* _____

II. Methodological framework

3. Which methodological framework is followed by your office as guidance in collecting, compiling and disseminating distributive trade statistics?

☒ International Recommendations on Statistics of the Distributive Trades and Services, M 57, United Nations

☐ Organization and Conduct of Distributive Trade Surveys, F 19, United Nations

☐ National methodology

☐ Other - *Please specify:* _____

III. Registers, units, classifications

4. Do you have a business register which defines the total population of units in distributive trade activities and provides the basis for sample surveys?

☒ Yes

☐ No → Skip to question 6

5. How often is the business register updated?

☒ Continuously

☐ Annually

☐ Other - *Please specify:* _____

6. If your country does not have a business register, how is the survey frame for distributive trade units derived?

☐ List-frame based

☐ The latest enterprise/establishment census list

☐ Administrative registers

☐ Ad hoc list of units, composed from various sources

☐ Area frame based

7. What is the basic statistical unit used for the compilation of distributive trade statistics?

☐ Establishment

☒ Enterprise

☐ Other - *Please specify:* _____

8. Which of the following international classifications are used for distributive trade statistics in your country?

Economic activities classifications

☒ International Standard Industrial Classification of All Economic Activities (ISIC)
  Please specify the revision version of ISIC used in your country (for example ISIC Rev.3): _____

☐ National classification compatible with ISIC

☐ National classification not compatible with ISIC

☐ Other - *Please specify:* _____

Product classifications

☐ Central Product Classification (CPC)

☐ Other - *Please specify:* _____

9. What is the level of breakdown of distributive trade activities in the classification used by your country? *Please specify the number of:*

☒ Sections

☐ Divisions

☐ Groups

☐ Classes

IV. Data sources and data collection strategies

10. What are the types of data sources used for compilation of distributive trade statistics in your country? *Please mark all that apply*

Statistical data sources

☐ Enterprise/establishment census

☒ Sample surveys

  ☒ Enterprise surveys

  ☐ Household surveys

  ☐ Mixed household-enterprise surveys

  ☐ Other - *Please specify:* _____

Administrative data sources

☐ Tax data

☐ Other - *Please specify:* _____

11. What is the periodicity of your currently conducted distributive trade surveys?

☐ Monthly

☒ Quarterly

☐ Annual

☐ Less frequently – *Please specify:* _____

12. Do you apply different strategies for data collection depending on the type and size of distributive trade units?

	Public sector units		Private sector units		
			Incorporated		Un-incorporated (informal)
	Large	Medium and small	Large	Medium and small	Small
Complete enumeration	☐	☐	☐	☐	☐
Sample	☐	☐	☒	☐	☐
Not covered	☐	☐	☐	☐	☐

Please provide any additional comments for data collection strategies used in your country: <u>Large and medium enterprises</u>

13. If you conduct a survey of the unincorporated (also called informal) sector enterprises engaged in distributive trade, what is its coverage?

☐ Total economy (urban and rural areas)

☐ Only urban areas

☐ Other - *Please specify:* _____

V. Data items and performance indicators

14. What types of data items do you collect about distributive trade units and with what periodicity? *Please mark all that apply*

Data items	Periodicity			
	Monthly	Quarterly	Annual	Less frequently
Characteristics of units (location, size, legal organization, etc.)	☐	☐	☐	☐
Employment data, incl. wages and salaries	☐	☒	☐	☐
Turnover (sales)	☐	☒	☐	☐
Purchases of goods and services	☐	☐	☐	☐
Inventories	☐	☐	☐	☐
Gross fixed capital formation	☐	☐	☐	☐

Other - *Please specify:* _____

15. Do you compile any indicators for monitoring and evaluating the performance of distributive trade units?
☐ Yes
   ☐ Growth rates
   ☐ Ratio indicators
   ☐ Share indicators
   ☐ Other - *Please specify:* _____
☒ No

VI. Distributive trade indices

16. Do you compile any type of distributive trade indices?
☐ Yes
   ☐ Indices of turnover changes in nominal terms (value index)
   ☐ Index of turnover volume
   ☐ Index of distributive trade output
   ☐ Other - *Please specify:* _____
☒ No → Skip to question 19

17. What is the periodicity of distributive trade indices compiled by your country?
☐ Monthly
☐ Quarterly
☐ Annual
☐ Less frequently – *Please specify:* _____

18. What is the lowest aggregation level for which distributive trade indices are produced?
☐ 3-diggit level of ISIC or national classification
☐ 2-diggit level of ISIC
☐ 1-diggit level of ISIC
☐ Other - *Please specify:* _____

VII. Dissemination and use of distributive trade statistics

19. In your country distributive trade statistics is published:
☐ On a regular basis, according to a release calendar
☐ On an ad-hoc basis
☒ Not published

20. Do you produce and disseminate metadata on distributive trade statistics?
☒ Yes
☐ No

21. Who are the main users of distributive trade statistics in your country?
☒ Government institutions/agencies
☒ Academia
☒ Media
☒ National accounts
☐ Other - *Please specify:* _____

22. What are the main challenges in collection, compilation and dissemination of distributive trade statistics in your country? *Please describe, if necessary, add additional page(s) for your comments:* Response rate, frequent closure of businesses, substitution, technical problems eg derivation of weights, financial support for

enterprise/establishment survey, inclusion of small scale
businesses (informal sector)