



REPUBLIC OF GHANA

**STRENGTHENING STATISTICS IN NATIONAL DEVELOPMENT
PLANNING**

**NATIONAL STATISTICAL ASSESSMENT
SURVEY REPORT**

**NATIONAL DEVELOPMENT PLANNING COMMISSION
AND GHANA STATISTICAL SERVICE**

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With support from:



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LIST OF ACRONYMS

AAPASD	Addis Ababa Plan of Action for Statistical Development
APR	Annual Progress Report
AU	African Union
CAPI	Computer-Assisted Personal Interviewing
CSOs	Civil Society Organisations
CSPGs	Cross-Sectoral Planning Groups
ECA	Economic Commission for Africa
EMIS	Education Management Information System
GDDS	General Data Dissemination System
GDHS	Ghana Demographic and Health Survey
GHASC	Ghana Annual Schools Census
GODI	Ghana Open Data Initiative
GoG	Government of Ghana
GLSS	Ghana Living Standards Survey
GPRS	Ghana Poverty Reduction Strategy
GSGDA	Ghana Shared Growth and Development Agenda
GSS	Ghana Statistical Service
HND	Higher National Diploma
IBES	Integrated Business Establishment Survey
IGF	Internally Generated Funds
IMF	International Monetary Fund
LGSS	Local Government Service Secretariat
MAPS	Marrakech Action Plan for Statistics
MDAs	Ministries, Departments and Agencies
MDGs	Millennium Development Goals
MIS	Management Information Systems
MMDAs	Metropolitan, Municipal and District Assemblies
MTNDPF	Medium-Term National Development Policy Framework
NDPC	National Development Planning Commission
NGOs	Non-Governmental Organisations
NITA	National Information Technology Agency
NPC	National Population Council
NSDS	National Strategy for the Development of Statistics
NSS	National Statistical System
PAPI	Paper-based Personal Interviewing
PHC	Population and Housing Census
RCCs	Regional Coordinating Councils
RSIM	Research, Statistics and Information Management

SDGs	Sustainable Development Goals
UN	United Nations
UN-FPOS	United Nations Fundamental Principles of Official Statistics
UNDP	United Nations Development Programme
UNICEF	United Nations Children's Fund
WF	Web Foundation

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FOREWORD

The availability of quality data is central to the accurate determination of development issues, informing policy design and planning, monitoring and evaluation (M&E), and the forecasting of the course of Ghana's transformational agenda, at all administrative levels. With the ever increasing demand for data, the national statistics system has come under greater scrutiny and pressure to deliver timely and reliable statistics. However, there has been concern over the years about the capacity of public institutions to generate routine data from their administrative processes, and the extent of their use of statistics over the planning cycle.

The development of official statistics involves many actors—producers on the one hand, and users on the other—all playing different roles to generate the needed efficiency and relevance of the national statistics system. The producers of official statistics, comprising statistics units of government agencies at different levels of administration, and coordinated by the Ghana Statistical Service (GSS), are to ensure that the data collected for public use are of the highest quality, fit for purpose, readily available and easily accessible. Users are of different constituencies—public, private, academics and researchers, civil society, development partners—and play different roles in maximising the use of data and contributing to the effective communication of the statistical information. Being a major user and coordinator of the decentralised national planning system, the National Development Planning Commission (NDPC) has the responsibility of ensuring that the official statistics required for policy planning and M&E are generated on time. Availability of the requisite data facilitates sector and district quarterly reporting, and preparation of the Annual Progress Report at national level.

To foster an effective producer-user dialogue, NDPC and GSS strengthened their partnership by setting up a Joint Statistics Advisory Committee, comprising members the Commission and management of GSS. At its first meeting, the team decided to undertake a comprehensive assessment of the national statistics system, the first of its kind, as a basis for evolving a strategy for statistics capacity development, leveraging the strengths and eliminating the weaknesses for greater efficiency and effectiveness.

The assessment, which began in 2016, was self-reporting and targeted all producers of official statistics to ensure that the full range of characteristics and capacity issues of the statistics units were adequately captured. The survey aimed to identify constraints to optimum use of statistics and to determine short-, medium- and long-term strategies for effective compilation and use of statistics in planning, monitoring and evaluation at all levels of administration and programme implementation.

The findings derived from the completed questionnaires suggest serious capacity gaps that should be addressed urgently if Ghana is to be able to report accurately on its development performance. It should be noted that the degree of non-response varied significantly from one level to another, the highest being at district level.

The recommendations of this assessment aim to help improve the adequacy, quality, timeliness and use of statistics for evidenced-based decision making. It is our hope that the findings presented in this report will elicit a collective resolve to establish a robust, highly productive and cohesive national statistical system. All producers and users therefore have a responsibility to ensure implementation of the recommendations of this report, especially on the data gaps and challenges identified, to ensure achievement of the national development agenda.

EXECUTIVE SUMMARY

1.1 Background

Over the years, the National Development Planning Commission has made significant contributions to policy development, execution, monitoring and reporting on development outcomes in Ghana. However, the lack of quality, timely and reliable data has limited the capacity of government agencies to use and maintain statistics as a basis for evidence-based policy making, monitoring and reporting.

In recognition of the critical role that effective, reliable and timely data play in all aspects of development, NDPC in collaboration with the Ghana Statistical Service and with technical and financial support from UNICEF and UNDP conducted a national statistical assessment. The overall goal of the assessment was to determine the state of statistical development and propose ways to strengthen the national statistical system and improve the effectiveness and efficiency of the data production process.

1.2 Methodology

The scope of the assessment covered ministries, departments and agencies (MDAs), Regional Coordinating Councils (RCCs) and Metropolitan, Municipal and District Assemblies (MMDAs) across the country. The intention was to do a complete census of these institutions, but the nonresponse reduced the representation of the different categories in the effective sample. The study also obtained information from selected public and private data users, civil society organisations, research institutions, development partners and individuals. The areas covered in the assessment are: data production, analysis, storage, dissemination and publication. The study also solicited information on training and capacity building.

The study employed a mixture of census and survey approaches. A census of all RCCs and MMDAs was conducted while in the case of MDAs only 60 were selected for the study. As part of the methodology to solicit views, regional durbars were organised. In addition, information from a national forum, which was organised by NDPC and regional focus-group discussions were incorporated in the analysis.

1.3 Key findings

Key results of the study indicate that the selected institutions collect and compile data from three main sources: census, surveys and administrative data, including civil registration.

While statistical activities are the core function of the statistics units of these public institutions, their role in the areas of planning, budgeting, training of field staff and conducting statistical programmes and projects are minimal. It was noted that about 32 percent of the MMDAs conducted censuses without the involvement of their respective statistics unit, which did not exist in some cases. The non-involvement of the statistics units at the different stages of the data production process is more visible during the planning, than at the questionnaire design, recruitment and training into the statistics unit.

The study results show that sample surveys are the major tool used by MMDAs to collect and compile data. In the last five years about 25 percent of the MDAs, three out of the nine responding RCCs and 71 percent of MMDAs conducted statistical surveys. The major surveys carried out included: Ghana Living Standards Survey (GLSS), Ghana Demographic and Health Survey (GDHS), Integrated Business Establishment Survey (IBES), Labour Force Survey, Welfare of Populace Community Survey, Fertiliser Subsidy Survey, Water Coverage Survey and Maternal Health Survey.

On civil registration, it was observed that about 60 percent of the MMDAs and 50 percent of the MDAs involved in the study kept civil registration data during the last five years. Most of the registrations at the MMDAs were births and deaths registration at health centres. In the last five years, only three out of the nine RCCs that responded to the questionnaire reported that they have civil registration data.

The essence of collecting, compiling and analysing data is to make them available to users. The study revealed that accessibility and use of data produced by MMDAs, MDAs and RCCs are problematic. Users do not easily get access to these data sets because of administrative bottlenecks and unwillingness of some staff of these public institutions to release data to potential users. In the study, all respondents of these public institutions stated that sharing administrative data requires prior administrative clearance. The prescribed procedures delay data availability and accessibility for users. It is estimated that requesting data from these public departments can take between a week and a month to receive clearance to give out data when an individual or an agency outside the institution requests it. When the clearance is given, it takes further considerable time for the data to be processed before being given out.

In terms of data quality, producers raised some concerns about the data they produce. The concerns centered on the methodologies for data collection, lack of verification procedures, storage and management issues. They also raised concerns over issues, which directly and indirectly affect data quality such as constraints in logistics and capacity for data collection, miscoding, security and accessibility. In addition to incomplete data and inadequate disaggregation, it was observed that administrative data updated regularly. The producers also indicated that they lacked funds as well as the personnel for data management.

On the quality of the data use, over 70 percent of users felt that the quality of the data produced by public institutions is poor. Concerns were raised about the accuracy, accessibility and timeliness of the data. Many of the data sets were consistently incomplete and inadequately disaggregated and in some cases not fit for purpose.

With regard to storage and databases at these public institutions, about 63 percent of these institutions do not have a central database for storing the data they collect or compile. For those indicating that they have central database systems, the majority (80 percent) of such databases were established in the last five years. In most instances, data sets are stored on individual private desktop or laptop computers. Of those institutions that have a central database, a little over one-third make use of their data to prepare reports on an annual basis.

In an era where open data is being encouraged, majority of the institutions still disseminate data in printed form. This limits the availability of data to potential users, especially institutions, corporate bodies, development partners and other stakeholders, including those located outside Ghana.

1.4 Sources of funding

The study enquired about the sources of funding for statistical activities in these public institutions. Analysis of the data suggests that the government of Ghana is a major funder followed by development partners. While government funding is substantial in censuses and administrative sources of data, development partners are more involved in surveys.

1.5 Conclusions and recommendations

Ghana's statistical system is still unable to cope with emerging internal and external demands for relevant, reliable, and timely statistics for policy making, development planning and programme evaluation. Given this state of statistical development, monitoring of progress on global, regional and national development agendas has remained a challenge with the country having to rely on incomplete statistics to address some major data gaps. Findings from the assessment indicate that statistics production by MDAs, RCCs and MMDAs are generally weak and uncoordinated.

Accordingly, key recommendations are to: institutionalise statistics production; establish a multi-sectoral coordinating agency; adapt legal framework to reflect international standards; invest in financing of statistics production and invest in ICT for statistics production.

CHAPTER ONE

INTRODUCTION

1.1 Background

Accurate statistics¹ are indispensable for good policy and decision making; for identifying best courses of action in addressing complex development issues; for monitoring in a transparent manner, government's service delivery to individuals and households; and for monitoring and evaluating national policy frameworks. Statistics contribute significantly towards generating the enabling environment for national development. The government requires statistics for policy, planning and decision making. It is recognised that statistics act as a stimulant to public action, a catalyst for change, and an input in making development programmes work. This is through monitoring and evaluating implementation of poverty reduction strategies and other interventions to achieve the national development agenda.

In Ghana, successive national medium-term development policy frameworks have aimed at improving the production, management and use of data and statistical information, and increasing availability of quality data for policy formulation, analysis, and development communications at national and sub-national levels. As the decentralisation of the planning and governance systems of the country has deepened, and districts have become the central focus of the development efforts data needs have greatly expanded and suppliers of data changed.

Moreover, at both national and international levels, there have been phenomenal changes that have propelled the demand for wide-ranging statistics. The yearly compilation and analysis of statistics and indicators for the Annual Progress Report (APR), and reporting requirements for global commitments such as Beijing Platform for Action (1995), the Millennium Development Goals (MDGs), 2000-2015; and currently the Sustainable Development Goals (SDGs) 2016-2023; and the Africa Union Agenda 2063, all call for significant changes in orientation and approach to data production and use. These trends also call for up-scaling the utilisation of statistics in national planning, resource management and accountability to the citizenry.

While some improvements have been made in the production of statistics, substantial challenges persist. On the one hand, these regular annual data compilation and analysis are still thwarted by delays, data gaps and inconsistencies across data sources and time. Moreover, the heavy reliance on sample survey data persists, limiting the scope and potential for stimulating data supply. Unless significant changes take place in the way statistics production is organised, Ghana will not meet its planning demands and will be unlikely to meet its international reporting obligations over time. Yet there is so much potential for generating relevant data from the routine administrative processes of the various sectors and assemblies.

To determine the state of production, use and management of statistical data, a comprehensive assessment of the national statistical system was conducted. The survey sought also to ascertain

¹ "Statistics", used here in the context of development, refers to data generally obtained from censuses, sample surveys or administrative records, and required for the production of organised quantitative information. "Data" is used loosely to mean statistics; the terms shall be used interchangeably.

the nature of the challenges confronting the national statistical system, and identify some interventions to enhance the performance levels of the producer and user institutions.

1.2 Objective of the assessment

The overall objective of this assessment is to establish the state of statistical development and the requirements for evolving a dependable and well-coordinated national statistical system with the effective involvement of national and sub-national actors.

Specifically, the assessment seeks to:

1. Identify relative strengths and weaknesses of the national statistical system (from the perspective of the policy and legislative framework, institutional arrangements, operational processes, products and services);
2. Assess the capacity of Ministries, Departments and Agencies (MDAs) and Metropolitan, Municipal and District Assemblies (MMDAs) to generate routine data from their administrative processes, and the extent of their use of statistics over the planning cycle;
3. Ascertain the perspectives of the broader stakeholders on the constraints to optimum use of statistics;
4. Determine the short-, medium- and long-term strategies for improving the effective use of statistics in planning, monitoring and evaluation at all levels of administration and programme implementation; and
5. Define indicator frameworks for monitoring and evaluation of improved statistical production processes.

The information from the survey will serve as inputs for designing interventions to enhance the overall performance of the national statistical system and influence the direction of its development.

CHAPTER TWO

METHODOLOGY

2.1 Introduction

The research method for assessing the national statistical capacity involved quantitative methods of data collection and analysis, complemented by qualitative tools using semi-structured techniques aimed at providing additional information to support the quantitative descriptions of data. The survey covered MDAs, MMDAs, Regional Coordinating Councils (RCCs) and other non-governmental institutions who were willing to participate in the survey. These institutions involved in the survey were categorised into data users and producers, as each had a unique role to play in the national statistical eco-system.

2.2 Approach

The assessment used a mixed method of quantitative and qualitative approaches for the collection of data for the report.

The quantitative method involved a structured survey questionnaire sent to all 60 MDAs, 216 MMDAs and 10 RCCs across the country. The instrument covered the effectiveness and efficiency of the national statistical system and the process and capacity of generating and maintaining quality data to guide national development planning. The institutions were expected to complete and return the forms to NDPC for analysis. A separate instrument was developed and sent to selected data users comprising non-governmental institutions in research, academia, NGOs, think-tanks and selected development partners.

The qualitative method was primarily based on focus group discussions in 10 regional fora and culminated in a national statistics forum, organised to discuss preliminary findings from the survey. Participants in the regional fora included both regional and district assembly staff totaling a minimum of 14 and a maximum of 18 participants, depending on the number of departments, CSOs and research institutions represented in the region. At regional level, the regional planning officer, regional statistics officer and a representative of the National Population Council in the region participated in the regional durbars. At the district level representatives of planning units, selected departments and agencies in the MMDAs—drawn from education, health, trade and industry, gender, social welfare and agriculture—civil society organisations (CSOs) and research institutions. Representation of research institutions was limited to public universities, in a region where one exists.

The national statistics forum was attended by policy makers such as legislators and directors of public institutions and some development partners. The forum allowed for a broad and cross-cutting discussion of issues surrounding the production and use of statistics for development.

2.3 Implementation and completion of data collection

Structured questionnaire was sent electronically to the MMDAs, MDAs, RCCs and selected data users. Since the instrument is essentially collecting data on all aspects of the state of statistics development, designated officials were expected to study it and complete it in consultation or collaboration with others in the various units or departments. The completed questionnaire was returned electronically or via post to NDPC for data capture. Out of 60 MDAs that received the electronic survey instrument, 45 returned the completed forms. Nine out of ten RCCs returned their completed forms, while 134 out of 216 returned their forms (Table 2.1). The regional durbars were conducted by teams of experienced NDPC staff led by the consultants.

Table 2.1: Return of Completed Questionnaires

Region	RCCs	MMDAs	Total
Western	1	11	12
Central	1	9	10
Greater Accra	1	12	13
Volta	1	16	17
Eastern	1	14	15
Ashanti	1	24	25
Brong Ahafo	1	19	20
Northern	1	16	17
Upper East	0	9	9
Upper West	1	4	5
Total	9	134	143

Source: Survey Data, 2016

2.4 Study challenges

The major challenge encountered in the assessment was the poor completion of the instrument by the MMDAs. Out of the 216 that received the electronic survey instrument, 82 failed to return their forms. Many complained of poor internet connectivity, which affected the receiving and returning of the forms. This completion rate was achieved only after several extensions of the deadline and persistent calls to the Assemblies. At the expiry of the first deadline, only 38 MMDAs had complied. Moreover, the forms for institutions that eventually submitted had many sections not fully completed and in some cases detailed information were not provided. In all, the level of completion of the questionnaire suggested weak capacity of the personnel and poor record keeping.

The work was also affected by the 2016 elections and the subsequent transition/transfer of power from one political administration to the other. The conceptualisation of the work started in the middle part of 2016 and work was expected to finish before the end of the year. However, 2016 being the year of elections and associated activities delayed the implementation of data collection. After the elections, it became rather difficult to receive completed forms due to the change of administration and its associated administrative encumbrances.

CHAPTER THREE

POLICY, LEGISLATION AND INSTITUTIONAL FRAMEWORK FOR STATISTICS PRODUCTION

3.1 Introduction

The statistical infrastructure, including the very foundational aspects of legislation, policies and governance, are critical elements that underpin the operation of official statistics. The administrative structures and institutional arrangements as reflected in practice by various laws, rules and regulations set out a clear delineation of responsibilities and functional relationships necessary for the National Statistical System (NSS) to work effectively and efficiently.

This chapter assesses Ghana's statistical system, and reviews the legal and regulatory framework. The chapter concludes with an assessment of the role of national and international statistics frameworks that Ghana is party to, and the extent to which producers of official statistics are aware of and are being influenced by these global frameworks.

3.2 Ghana's national statistical system

The National Statistical System (NSS) is the ensemble of statistical organisations and units within the country that jointly collect, process and disseminate official statistics² the totality of statistics produced and published by and on behalf of government.

Statistical systems are described as either centralised or decentralised depending on the extent to which responsibility for delivering official statistics across the range of government activities lies with a central institution. A statistical system is centralised when all, or most, of the products of the statistical system are produced and disseminated by a central organisation. Conversely, systems are said to be decentralised when statistics are produced by different ministries and agencies on the sector for which they have responsibility (Edmunds, 2005). Ghana's NSS, as in many African countries, is not clearly a centralised or decentralised statistical system. While the Ghana Statistical Service (GSS) is mandated by law to play a central role in the NSS as far as official statistics are concerned, the government continues to rely on sector ministries, departments and agencies for official statistics for policies and decision making. This reliance on figures from different MDAs instead of statistics from the NSS coordinating agency, the GSS, leads to "systemic uncertainty", and creates a situation for conflicting statistics to be disseminated.

The fundamental instrument for safeguarding official statistics and minimising these problems is a legislative framework that sets out the statistical system and governs its operation. While the collection of official statistics is always legally regulated, Ghana does not have an embracing Statistics Act that defines the statistical system in a unitary manner and defines roles and responsibilities of various players in the system. Ghana's Statistics Act only spells out the powers and functions of the Ghana Statistical Service, but is inadequate for an effective functioning of the NSS.

² <https://stats.oecd.org/glossary/detail.asp?ID=1726>, accessed 1 October 2018.

The NSS is also part of an international statistical system and its development is impacted by international guidelines and standards. At the Second International Round Table on Managing for Development Results held in Marrakech, Morocco, in 2004, the Development Committee highlighted the need for improved statistics for measuring global development agenda. The Committee observed that timely and reliable information was needed by governments, businesses, the press, and citizens to make informed decisions. The Committee came up with the Marrakech Action Plan for Statistics (MAPS), an action plan for improving statistics in developing countries. The Committee recommended (i) mainstreaming strategic planning of statistical systems within the national development processes; and (ii) increasing financing from countries and development partners for developing statistical capacity. The Marrakech meeting is one of the international events that has had a profound impact in many developing countries by augmenting recognition of the urgent need to develop a strategic NSS.

3.3 Legal and regulatory framework of national statistics in Ghana

The structure and functions of a NSS are rooted in the country's administrative and institutional arrangements as reflected in practice by laws, rules and regulations. The administrative structures and legal framework clearly demarcate the responsibilities and functional relationships necessary for an effective and efficient NSS. This means that a strong legislative and regulatory framework is an important NSS requirement. The framework defines the authority and functions of the various institutions in data development and management and underpins the institutional arrangements for coordination and collaboration in data collection, processing and dissemination. The requisite legal and regulatory framework also ensures professionalism and independence of institutions within the national statistical system. The end result is that the transparency, accountability, integrity, impartiality, confidentiality and credibility of official statistics are ensured and upheld at all times.

Ghana's NSS requires a specific legal and regulatory framework that describes what, how, and why things are done. It should outline the legislative mandate and define the legal and regulatory activities and how NSS fulfills its mandate and missions. Thus, the obligations of actors involved in the NSS are defined. Section 9 (1) (d) of PNDC Law 135 of 1985 mandates the Ghana Statistical Service (GSS) "to organise a coordinated scheme of economic and social statistics relating to Ghana." Again, Section 10 of the same PNDC Law 135 indicates that "Public services and other official or quasi-official organisations or any other organisation shall collaborate with the Government Statistician in the collection, compilation, analysis and publication of statistical records connected with those organisations." The Act has a fundamental importance as it further provides for compulsory acquisition of data where such data are deemed important for national development purposes (PNDC Law 135, 1985; Section 15).

Section 15 (1) of PNDC Law 135 empowers the Government Statistician to request, by notice in writing, any person to furnish him/her in such form and manner and within the time specified in the notice, any information, estimates or returns concerning any matter set out in the First Schedule to this Law (Box 1). Section 15 (2) further provides that any person having the custody or charge of any public records or documents, or of records or documents of any local authority, from which information sought in furtherance of the purposes of this Law can, in the opinion of the Government Statistician, be obtained or which would aid in the completion or correction of

information already obtained, shall grant to the Government Statistician access to such records or documents for the purpose of obtaining therefrom the required information.

In addition, the Civil Service Law, 1993 (PNDC Law 327) also enjoins sector ministries to establish Research, Statistics, Information, and Public Relations Directorates. The core mandate of the directorates is to collect, compile, analyse and disseminate data for policy and implementation of programmes in the public interest.

Box 1: Statistics to be compiled by the GSS

- | | |
|---|--|
| 1. Population and housing | 16. Social, educational, labour and industrial matters, including associations of employees, and other persons generally |
| 2. Vital occurrences and morbidity | 17. Industrial disturbances and disputes |
| 3. Immigration and emigration | 18. Banking, insurance and finance generally |
| 4. Internal and external trade | 19. Commercial and professional undertakings |
| 5. Primary and secondary production | 20. Distributive trades |
| 6. Agriculture, livestock, horticulture, and allied industries | 21. Health |
| 7. Forestry | 22. Transport and communication in all forms by land, water or air |
| 8. Fisheries | 23. Wholesale and retail prices of commodities, rents and cost of living |
| 9. Factories, mines and productive industries generally | 24. Injuries, accidents compensation |
| 10. Employment and unemployment | 25. Land tenure, and the occupation and use of land |
| 11. Salaries, wages, bonuses, fees, allowances and any other payment and honoraria for services rendered | 26. Local Government |
| 12. Income, earnings, profits and interests | 27. Any other areas of activity that the Council in consultation with the Board may from time to time specify |
| 13. Output, stocks sales and deliveries and details relating to services provided | |
| 14. Orders, work in progress, outgoings and cost (including work given to contractors) and details of capital expenditure | |
| 15. Receipts outstanding, fixed capital assets and plant (including the acquisition and disposal of these assets and plant) | |

Source: Statistics Service Law 1985, Act 135 (Section 30 (15, 27 and 29))

Strong legislation is a prerequisite for an effective statistical system (Khawaja and Morrison, 2002). To have a strong and effective NSS, there needs to be a single policy framework that assembles all the sources of official statistics, coordinated by one institution or a committee. Considering the increasing weight being given in development programmes to delegating government functions and services to local government authorities, it is important to network the statistics activities of the decentralised governance system with the regional and national levels. This will depend crucially on an active statistical system at sub-national level that can produce and manage statistics in a form that meets national and international standards. This requires improving the status and professionalism of statistical activities at the MDAs, RCCs and MMDAs level.

3.4 Proposed revisions to existing legal frameworks for production of statistics

The constitutional and legislative frameworks backing the establishment of MDAs, RCCs and MMDAs do not make adequate mandatory provisions for the production of statistics. While the words “planning” and “monitoring” appear in the establishing Acts (Civil Service Act 1993 (PNDC Law 327), Local Government Act 2016, Act 936 and Statistical Service Law 1985, Act 135) of these MDAs, RCCs and MMDAs, production of statistics is not deliberately mentioned as an integral function. Given that data are important for planning and effective monitoring of development projects and programmes, deliberate legislative or constitutional instruments need to be passed to mandate MDAs, RCCs and MMDAs to integrate the production of statistics in their activities. Any such provision or law should make it legally binding for all public institutions to generate, store, analyse and share disaggregated data with stakeholders.

3.5 National and international policy and regulatory frameworks for statistics

There are other national and international policy and regulatory agenda and frameworks that guide the development of national statistical systems. Given the impetus of globalisation and the emergence of a number of global agenda for development, organising and streamlining statistical development in line with this phenomenon is an imperative. Knowledge of important national and international development agenda and protocols on statistics is a signal of the capacity of MDAs, RCCs and MMDAs to mainstream strategic planning of statistical systems.

Indeed, an NSS is part of a global statistical system and its development is impacted by what happens internationally. For example, on the recommendation of the Development Committee, which came up with the Marrakech Action Plan for Statistics (MAPS) for improving statistics in developing countries, Ghana developed a Corporate Plan for the Development of Statistics, and a Ghana Statistics Development Project, which ends in December 2018. The Committee recommended (i) mainstreaming strategic planning of statistical systems within national development processes; and (ii) increasing financing from countries and development partners. A new strategic plan “National Strategy for the Development of Statistics” has been developed covering the period 2017-2021.

3.5.1 National policy and regulatory frameworks

At national level, there are other important data protocols that are shaping the development of statistics production in Ghana. Two of these are the Ghana Open Data Initiative and the National Strategy for Development of Statistics. The medium-term national development policy frameworks also emphasise the critical need for statistics in national development.

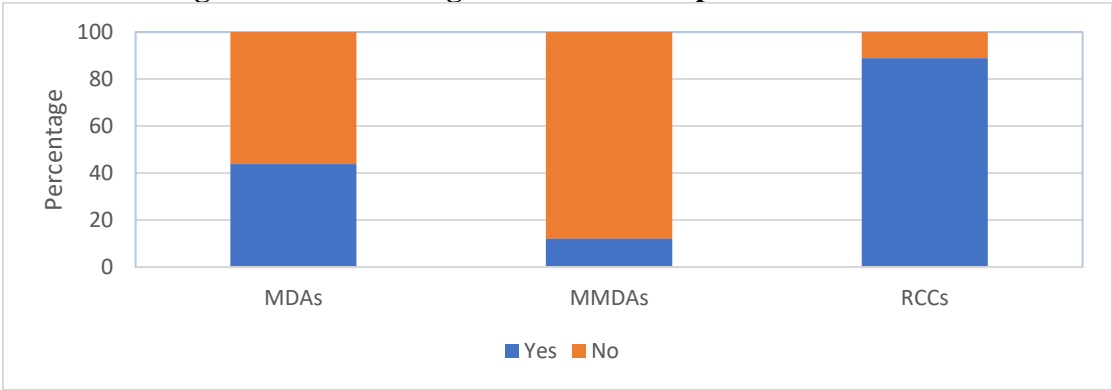
Ghana Open Data Initiative

There is a Global Open Data Initiative (GODI) led by civil society organisations to share principles and resources for governments and societies on how to best harness the opportunities created by opening government data. The Ghana Open Data Initiative (GODI) was started in January 2012 by the National Information Technology Agency (NITA) in partnership with the Web Foundation (WF) to make government data available to the public for reuse. The establishment of

the GODI is meant to promote efficiency, transparency and accountability in governance, as well as to facilitate economic growth by the creation of mobile and web applications for the Ghanaian and world markets. The fundamental objective of the initiative is to provide a platform for sharing data and other information.

Notwithstanding the importance of this initiative, not many of the people who are expected to know are aware of it. Indeed, a significant majority of respondents from MDAs and MMDAs are not aware or have limited knowledge of the GODI. Over half (56 percent) of the respondents from MDAs and a greater proportion (88 percent) of respondents from MMDAs have no knowledge of it. Even for those who are aware and have some knowledge of the GODI, it has little influence on their data collection and management practices. However, all respondents from the RCCs with the exception of one were aware of the GODI and this initiative has significant influence on the data they collect, keep and share (Figure 3.1). For the RCCs, the GODI has served as a platform for data sourcing and data dissemination.

Figure 3.1: Knowledge of the Ghana Open Data Initiative



Source: Survey Data, 2016

National Strategy for the Development of Statistics (NSDS)

The National Strategy for the Development of Statistics (NSDS) has its roots in the Addis Ababa Plan of Action for Statistical Development in Africa in the 1990s. Ghana’s NSDS (NSDS 1 & 2) is a strategic document, which seeks to guide the comprehensive development of the National Statistical System (NSS). The key objective is to produce the statistical knowledge the country needs in order to fulfil its development potential. This strategy aims to align the development of the country’s statistical system with the wider, poverty-focused national development programmes and global reporting requirements. Its focus is primarily on the enhancement of the entire NSS, which comprises all data producers.

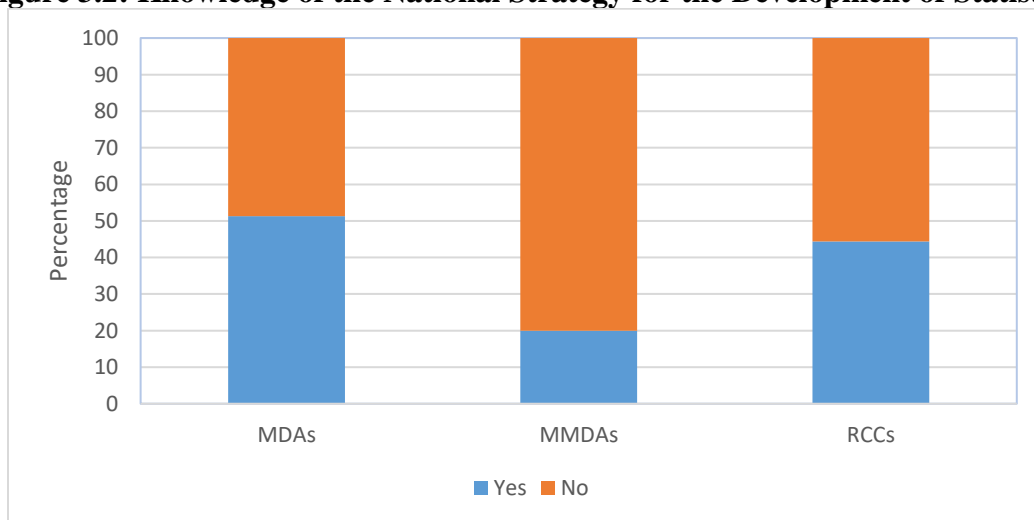
Ghana’s NSDS 1 was implemented between 2009 and 2013. The first NSDS plan was intended as a framework to ensure comprehensive, effective and sustainable development of statistics. The four strategic goals of NSDS 1 were: 1) Improve policy, regulations and institutional framework; 2) Improve statistical infrastructure; 3) Enhance data development and management; and 4) Invest in physical infrastructure and equipment. This led to the development of an institutional reform project pertaining to GSS and the Ghana Statistics Development Project being implemented by

GSS and nine other MDAs. One of the achievements of NSDS 1 is strengthening the coordinating role of GSS within the NSS.

The focus of NSDS 2 (2017-2021) is to have an efficiently coordinated NSS delivering accurate, reliable, relevant and timely statistics to meet users’ needs. NSDS 2 has the following six strategic goals: 1) Improve the policy, regulations and institutional framework; 2) Improve human resource development and management; 3) Modernise physical infrastructure; 4) Update statistical infrastructure; 5) Enhance data production, quality, dissemination, and use; and 6) Develop sustainable funding arrangements and establish collaborations with national and international institutions. This strategic plan prioritises the activities of 17 MDAs (core) which produce data considered vital to national needs, and five non-core (associated) MDAs (see Appendix 3). The activities of the core MDAs have been budgeted while those of the associated MDAs will be included in subsequent NSDS.

Half of MDAs and 4 out of 9 RCC respondents are aware of it (Figure 3.2). The plan influences data collection and other statistical production activities at the RCCs and MDAs. The strategic plan has a section that outlines the criteria for data collection, which aims at improving quality of data collected and capacity building of selected and associated MDAs for data collection, analysis and reporting. There is improvement in capacity of staff in data collection, meeting timelines in data collection, and adoption of modern technology. However, the NSDS is unknown to majority (80 percent) of respondents from MMDAs. This is because the current NSDS did not focus on statistics production at the lowest decentralised level (MMDAs), which is a major anomaly in the design of the plan. Statistics for national development should originate from the lowest level possible.

Figure 3.2: Knowledge of the National Strategy for the Development of Statistics



Source: Survey Data, 2016

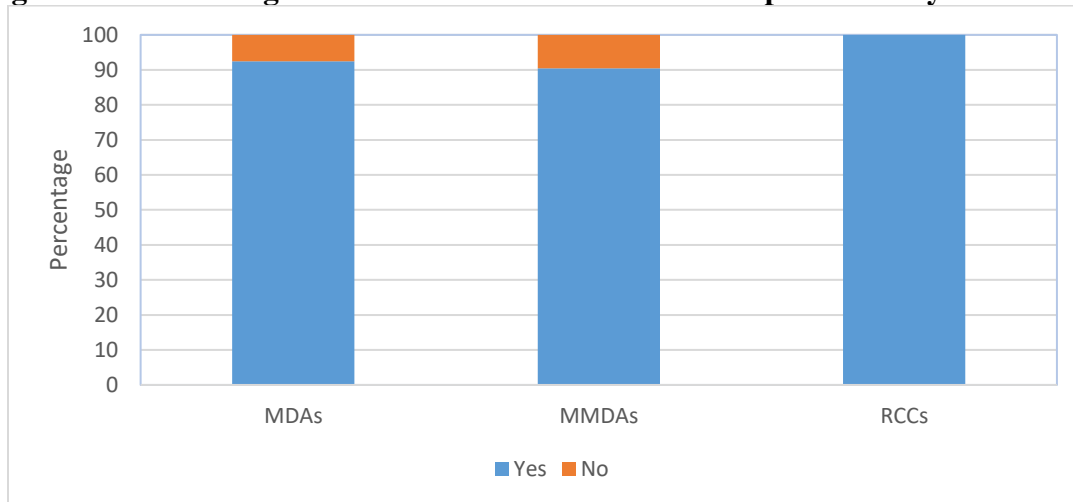
Ghana Shared Growth and Development Agenda (GSGDA I and GSGDA II)

The Ghana Shared Growth and Development Agenda (GSGDA I, 2010-2013 and GSGDA II, 2014-2017), are the third and fourth in the series of Medium-Term National Development Policy Frameworks (MTNDPF) prepared over the past two decades. They build on the successes and

challenges of preceding policy frameworks, such as the Ghana Poverty Reduction Strategy (GPRS I) and the Growth and Poverty Reduction Strategy (GPRS II), which were implemented over the period 2003-2009. GSGDA I and II were guided by government commitment to bettering the lives of Ghanaians through the “establishment of a just and free society”, where every Ghanaian would have the opportunity to live a long, productive and meaningful life (NDPC, 2010). The medium-term development policy frameworks provide a consistent set of development policy objectives and strategies to guide the preparation and implementation of medium-term development plans and annual budgets at sector and district levels.

The MTNDPF are the best known agenda (Figure 3.3) mainly because they are usually prepared in a participatory manner, involving public and private sector agencies, civil society groups and local government agencies, using the mechanism of Cross-Sectoral Planning Groups (CSPGs), as prescribed under Section 15 of the NDPC Act 1994 (Act 479, 1994). All MDAs, RCCs and MMDAs are guided by the MTNDPF in selecting and executing programmes, disaggregating data, and formulating indicators, data collection matrices and reporting formats for data analysis.

Figure 3.3: Knowledge of Medium-Term National Development Policy Framework



Source: Survey Data, 2016

3.5.2 International treaties and regulatory frameworks on statistics

At the international level, the International Monetary Fund (IMF) General Data Dissemination System (GDDS), the United Nation’s Fundamental Principles of Official Statistics, and the Addis Ababa Plan of Action for Statistical Development have played a significant role in forging NSS development across the African continent. NSS are also impacted by international development agreements such as the SDGs (successor to the MDGs) and AU Agenda 2063. Member countries of the IMF, AU and the UN are expected to align their statistics systems with these international frameworks.

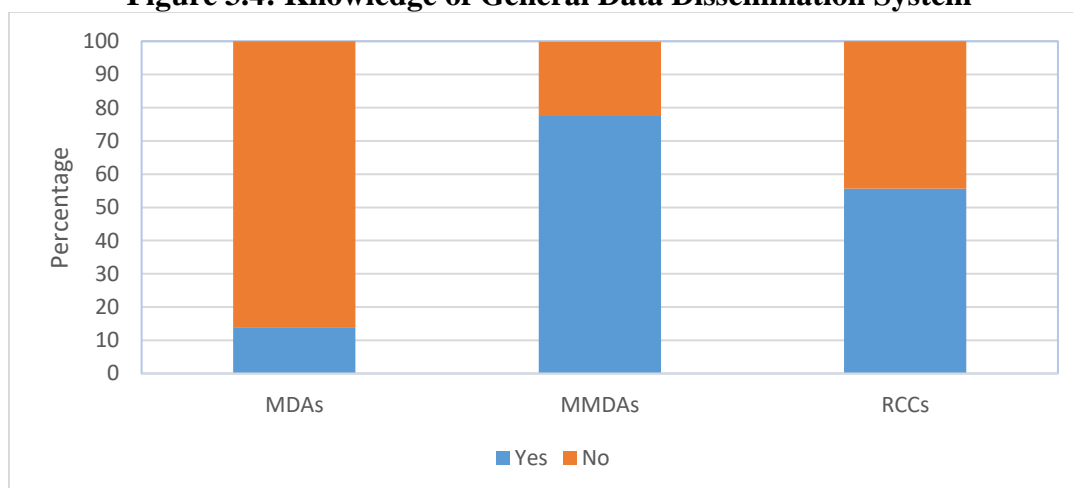
General Data Dissemination System

The International Monetary Fund (IMF) established the General Data Dissemination System (GDDS) in 1997 to guide countries in the provision to the public, comprehensive, timely,

accessible and reliable economic, financial and socio-demographic data. The GDDS serves as a standard for the dissemination of economic and financial data for member countries of the IMF. The IMF introduced the GDDS to provide a framework for countries that aim to develop their own statistical systems, within which they can work towards disseminating comprehensive and reliable data that among other things, meet GDDS requirements. This is to enhance member countries' data transparency and to promote their development of sound statistical systems.

Member countries are expected to voluntarily commit to this agenda to improve the quality of data produced and disseminated by their statistical systems over time to support high-quality macroeconomic analysis. Over 77 percent of responding MMDAs are aware of the GDDS and more than half of the respondents from the RCCs are aware and knowledgeable about the GDDS (Figure 3.4). However, only 14 percent of respondents from the MDAs are aware and have knowledge of the GDDS.

Figure 3.4: Knowledge of General Data Dissemination System



Source: Survey Data, 2016

Addis Ababa Plan of Action for Statistical Development

The Addis Ababa Plan of Action for Statistical Development (AAPASD) is a strategic plan to address the acknowledgement that the level and quality of statistics in most African countries had deteriorated towards the end of the 1970s and throughout the 1980s. This deterioration was due, among other reasons, to economic crises that had led to cuts in public expenditure, low priority attached to quantitative information in development planning, low status of statistical services vis-à-vis other government services, poor management of statistical services and competition between external and internal demands for statistical data (UNECA, 1990). These shortcomings led the ECA Conference of Ministers (ministers responsible for planning and development) to adopt the Addis Ababa Plan of Action in May 1990.

The objectives of AAPASD included: achieve national self-sufficiency in statistical production, including the creation of a comprehensive national statistical database by the end of the century; improve the reliability and relevance of data produced in African countries; undertake production of data required for formulating, monitoring and evaluating programmes designed to restructure

and transform African economies; improve the timeliness in the production and dissemination of statistical information; increase awareness of the importance of statistical information among users; strengthen and sustain statistical training programmes at various levels and institutions; promote contact and dialogue among African statisticians; encourage improvement in the organisational set-up of the NSS and assure their autonomy; and improve coordination of all statistical development programmes at both national and international levels. AAPASD made a number of recommendations to member countries including how to organise their statistical services, statistical priorities, statistical training and data quality and dissemination (Box 2).

Box 2: Recommendations to Governments-Member States of ECA

Statistical Development

- A higher priority should be accorded to statistical activities and statistics should be seen as central to the formulation of plans and strategies.
- Adequate funding should be provided for statistical activities.
- Assistance should be provided in the establishment of a Statistical Development Fund with contributions from the public as well as the private sector.
- Governments should ensure that the legislation governing the statistical services in their countries assures their utmost effectiveness.
- ECOWAS's 18th of November should be adopted as African Statistics Day in order to increase public awareness for the important role which statistics play in all aspects of social and economic life.

Organisation of Statistical Services

- The organizational structure of the NSS should be examined carefully and, where necessary, restructured in order to meet the various data needs.
- In order to attract and retain suitable manpower Governments are urged to develop attractive schemes of service for statisticians.

Statistical Committees

- Countries are requested to set up National Statistical Councils composed of senior civil servants, representatives of universities, NGOs and the private sector. Such a Council should act as an advisory board on policy matters relating to statistical matters.
- User/producer and producer/producer committees should be reactivated in countries where they exist or should be initiated in countries where they do not exist.

Statistical Training

- NSS and statistical training institutions at the national level should organize specialized short-term training courses in statistics.
- NSS are urged to prepare and implement staff development programmes which would help them to fully utilize available training facilities.
- The linkage of NSS with statistical and other training institutions should be encouraged, where absent, and strengthened, where it exists.

Seminars

- National seminars covering specific or broad areas with participation of civil service as well as research and training institutions should be organized on a regular basis and should be included in the programme of work.

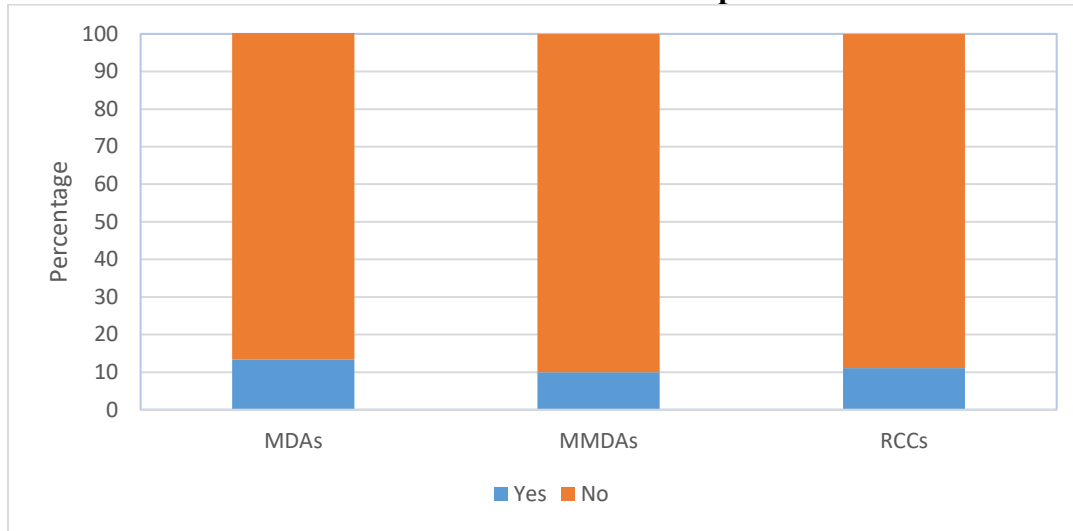
Data Quality and Dissemination

- In order to improve the quality of information collected, NSS are requested to consider setting up in their offices an organizational unit on methods and standards.
- NSS are urged to ensure that data are published with minimum delay.
- As research is a vital element in statistical development, NSS are encouraged to include research as an integral part of their statistical activities

Source: ECA (1990), Addis Ababa Plan of Action for Statistical Development in Africa

Awareness of this plan of action is very low in Ghana among MDAs, RCCs and MMDAs expected to implement the recommendations. Less than 15 percent and just about 9 percent of respondents from the MDAs and MMDAs respectively are aware of the AAPASD and are knowledgeable about it (Figure 3.5). Only one respondent from an RCC is aware of the AAPASD. All of those who are aware of it indicated that it has no impact on their statistics production activities.

Figure 3.5: Knowledge of Addis Ababa Plan of Action for Statistical Development



Source: Survey Data, 2016

United Nations fundamental principles of official statistics

The United Nations Statistical Commission adopted the Fundamental Principles of Official Statistics (UN-FPOS) in 1994; and in 2014 the UN General Assembly officially adopted them as guiding principles for member countries (Box 3). These ten set of principles governing official statistics principles are considered a basic framework which all statistical activities developed by national and international organisations must follow in managing official statistics as a public good.

These UN-FPOS highlights the fundamental importance of official statistics for national and global development and the critical role of high-quality official statistical information in informed policy and decision making. At the same time, the principles emphasise the need to sustain the trust of the public in the integrity of official statistical systems and confidence in statistics. This depends to a large extent on respect for the fundamental values and principles that are the basis of any society seeking to understand itself and respect the rights of its members. In this context, the professional independence and accountability of statistical agencies are crucial.

Box 3: Ten Fundamental Principles of Official Statistics

Principle 1: *Relevance, Impartiality, and Equal Access*

Official statistics provide an indispensable element in the information system of a democratic society, serving the Government, the economy and the public with data about the economic, demographic, social and environmental situation. To this end, official statistics that meet the test of practical utility are to be compiled and made available on an impartial basis by official statistical agencies to honour citizens' entitlement to public information.

Principle 2: *Professional Standards, Scientific Principles, and Professional Ethics*

To retain trust in official statistics, the statistical agencies need to decide according to strictly professional considerations, including scientific principles and professional ethics, on the methods and procedures for the collection, processing, storage and presentation of statistical data.

Principle 3: *Accountability and Transparency*

To facilitate a correct interpretation of the data, the statistical agencies are to present information according to scientific standards on the sources, methods and procedures of the statistics.

Principle 4: *Prevention of Misuse*

The statistical agencies are entitled to comment on erroneous interpretation and misuse of statistics.

Principle 5: *Sources of Official Statistics*

Data for statistical purposes may be drawn from all types of sources, be they statistical surveys or administrative records. Statistical agencies are to choose the source with regard to quality, timeliness, costs and the burden on respondents.

Principle 6: *Confidentiality*

Individual data collected by statistical agencies for statistical compilation, whether they refer to natural or legal persons, are to be strictly confidential and used exclusively for statistical purposes.

Principle 7: *Legislation*

The laws, regulations and measures under which the statistical systems operate are to be made public.

Principle 8: *National Coordination*

Coordination among statistical agencies within countries is essential to achieve consistency and efficiency in the statistical system.

Principle 9: *Use of International Standards*

The use by statistical agencies in each country of international concepts, classifications and methods promotes the consistency and efficiency of statistical systems at all official levels.

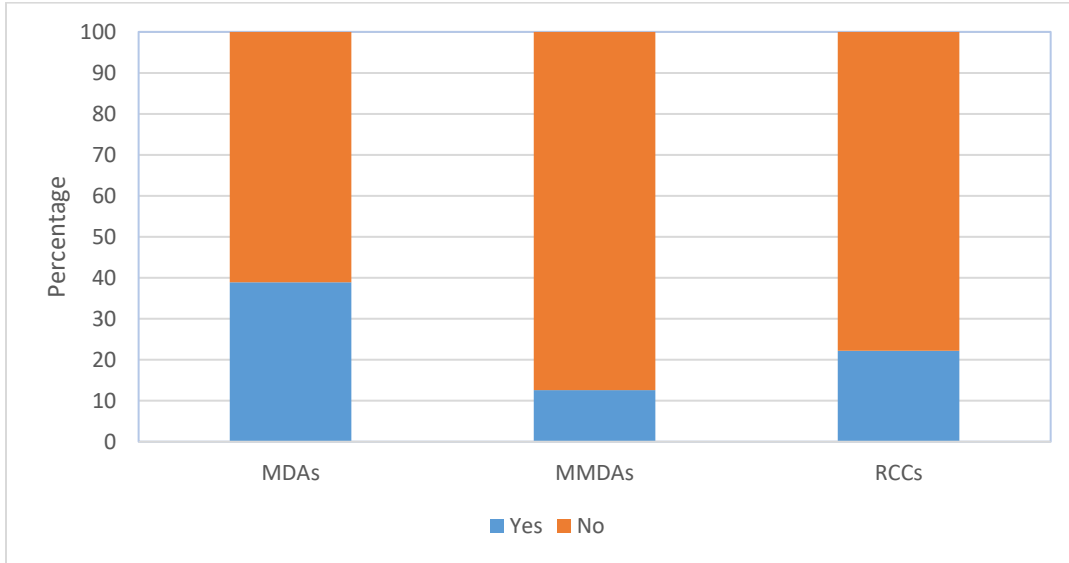
Principle 10: *International Cooperation*

Bilateral and multilateral cooperation in statistics contributes to the improvement of systems of official statistics in all countries.

Source: United Nations, 2015

The UN-FPOS have become an integral part and a common reference in statistical systems at the global level. The UN General Assembly recognises that in order to be effective, the fundamental values and principles that govern statistical work have to be guaranteed by legal and institutional frameworks and be respected at all political levels and by all stakeholders in national statistical systems (UN, 2015). Notwithstanding the centrality of the UN-FPOS, not many people are aware of them. The number of respondents aware of the principles at the lower levels of decentralised institutions is particularly low. Only 12 percent of respondents in the MMDAs are aware of the UN-FPOS. Of the 9 respondents from the RCCs, only 2 are aware of the principles and 17 of the respondents from the MDAs are aware of the principles (Figure 3.6).

Figure 3.6: Knowledge of Fundamental Principles of Official Statistics



Source: Survey Data, 2016

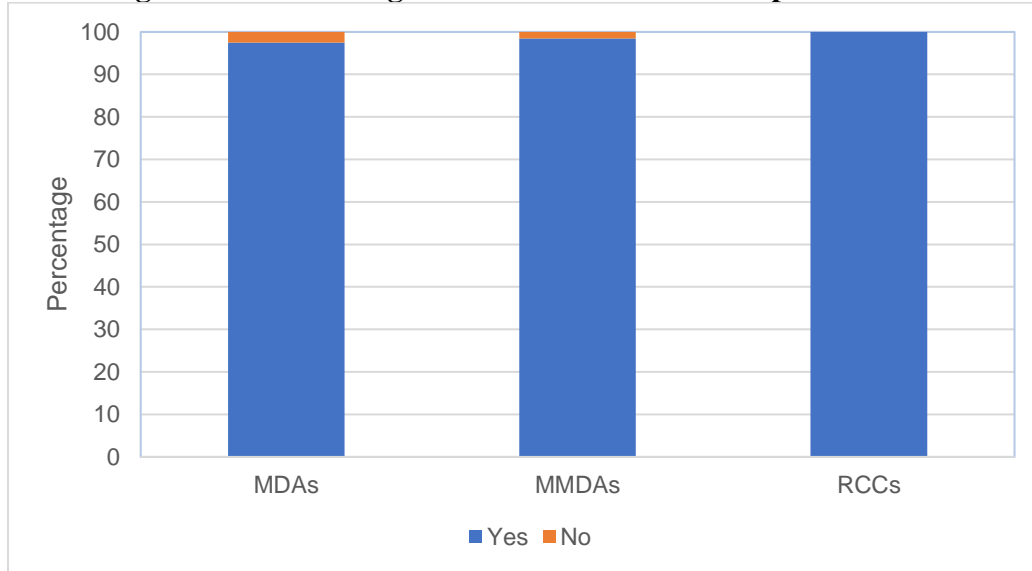
In terms of influence on data collection and other statistical activities, the few respondents who are aware of the UN-FPOS indicated that it provides a guide to efficient and quality data collection, collation, management and the production and dissemination of reliable official statistics locally and internationally. However, many indicated that they do not really apply these principles in statistical activities and processes.

Millennium Development Goals (MDGs)

The Millennium Development Goals (MDGs) originated from the United Nations Millennium Declaration signed in September 2000 and were developed out of several commitments set forth in the Millennium Declaration. The MDGs encouraged tolerance and solidarity and asserted that every individual has dignity, and hence the right to freedom, equality, and a basic standard of living that includes freedom from hunger and violence. The MDGs set concrete targets and indicators for poverty reduction in order to achieve the stated rights. It emphasised the role of developed countries in aiding developing countries and set objectives and targets for a global partnership for development. There were 8 goals with 21 targets and a series of measurable health and socioeconomic indicators associated with the targets.

A greater proportion of respondents at all levels (Figure 3.7) are aware of the MDGs and feel they have influenced their data collection and statistical activities. The MDG monitoring framework provided a platform for sharing data and other information both locally and internationally. The MDGs also influenced the way programme targets are set, indicators developed, and data analysed. National governments were expected to report periodically on progress with the MDGs. In addition, major programmes and projects were implemented by the MMDAs which serve as data sources for preparing their respective Annual Progress Report (APR) and related reports.

Figure 3.7: Knowledge of the Millennium Development Goals



Source: Survey Data, 2016

Sustainable Development Goals (SDGs)

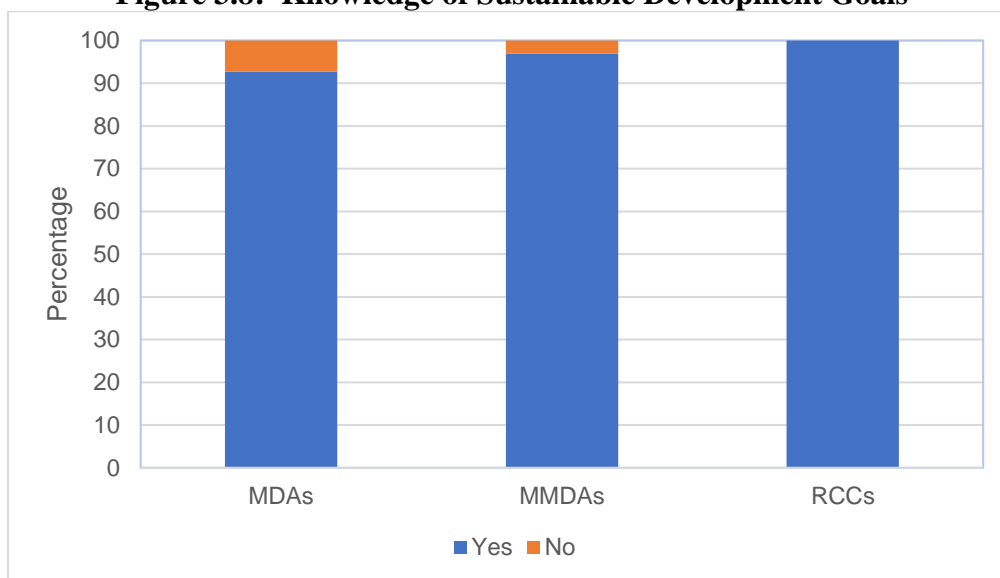
The Sustainable Development Goals (SDGs) comprise 17 "Global Goals" with 169 targets. The SDGs are the successor to the MDGs and seek to build on the achievements of the MDGs and to complete what was unfinished. The underpinning concept of "leaving no one behind" inherent in the SDGs implies that the goals and targets shall be met for all persons and for all segments of society. Ensuring that this commitment is translated into effective action requires data and analysis on the status of all groups of the population, including the most vulnerable and difficult to reach (United Nations, 2016). The overarching principle, therefore, is that all the SDG indicators should be comprehensively disaggregated where relevant, by income, sex, age, race, ethnicity, migratory status, disability and geographic location or other characteristics, in accordance with the UN-FPOS (United Nations, 2016).

As part of the process for achieving the SDGs, governments agreed to intensify efforts to strengthen statistical capacities, to increase significantly the availability of high-quality, comprehensively disaggregated, timely and reliable data. Developing countries will be supported to strengthen the capacity of national statistical offices, data systems and promote transparent and accountable scaling-up of appropriate public-private cooperation to exploit the wide range of data, while ensuring national ownership of the process of supporting and tracking progress.

With the adoption of the 2030 Agenda for Sustainable Development, the demand for data has become even greater. All respondents from the RCCs are aware of the SDGs and the demand for data and over 90 percent of respondents from the MDAs and MMDAs are also aware of the SDGs (Figure 3.8). In terms of influence on data collection and other statistical activities, a majority of respondents indicated that due to the wide publicity given to the MDGs and the SDGs, these goals have influenced decentralised planning, target setting and development of indicators. At MMDA

level for example, many respondents noted that they are required to align the targets in the SDGs to their medium-term plans, programmes, projects and activities.

Figure 3.8: Knowledge of Sustainable Development Goals



Source: Survey Data, 2016

African Union Agenda 2063

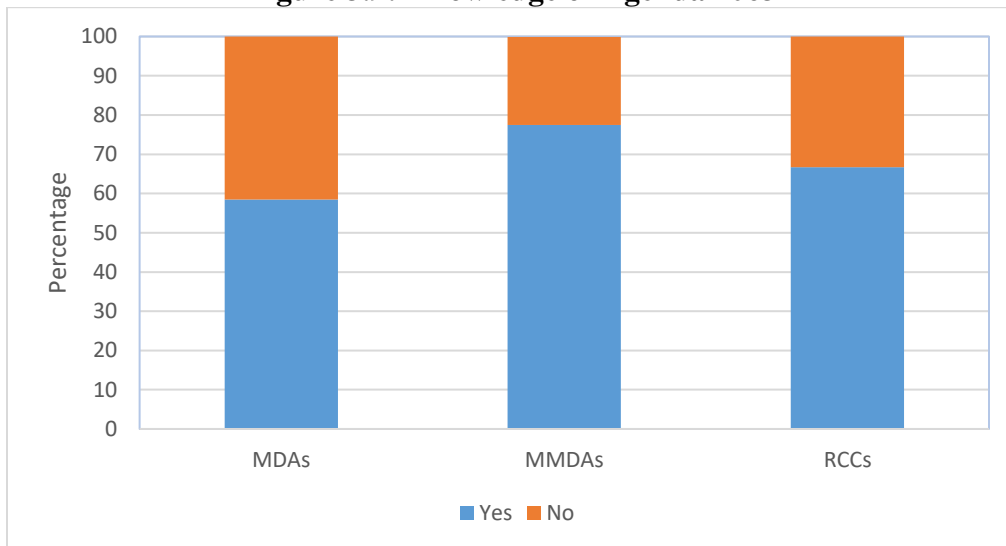
The African Union adopted Agenda 2063 as a roadmap for continental development. As a collective vision for the next 50 years, heads of state and governments committed to speed up actions to: eradicate poverty by investing in the productive capacities (skills and assets) of the people; catalyse education and skills revolution and promote science, technology, research and innovation for the African century (AU, 2014). Agenda 2063 is a knowledge-driven undertaking, requiring data (both qualitative and quantitative) to ensure sound decision making and realistic short- and medium-term planning (African Union Commission, 2015).

The monitoring and evaluation of Agenda 2063 requires the Association of African Directors-General of Statistics to develop harmonised indicators, definitions, measurement and verification processes for all the targets. To ensure comparability of outcomes, member states are to ensure data harmonisation through adherence to guidelines issued at continental level with respect to indicators and their measurement, and methodology for data collection and analysis. Governments pledge to immediately align and integrate Agenda 2063 in national development plans and ensure that they provide relevant institutions with the capacities and resources to drive effective implementation of Agenda 2063.

Four years since its adoption, the situation is that a majority of data producers are aware of the data requirements of Agenda 2063 and are being influenced in the way they collect and manage data. As shown in Figure 9, about 77 percent and 58 percent of respondents in MMDAs and MDAs respectively are aware of Agenda 2063 and its inherent data requirements. Statistics production

activities at these decentralised levels are influenced by the need to meet Agenda 2063 benchmarks.

Figure 3.9: Knowledge of Agenda 2063



Source: Survey Data, 2016

3.6 Summary of chapter

The chapter assessed the legal and regulatory framework of national statistics in Ghana and made proposals for revisions to legal frameworks for production of statistics. The section identified that the absence of mandatory provisions for the production of statistics in the current legal framework establishing MDAs, RCCs and MMDAs is a major limitation in the effort to institutionalise statistics production at all levels of administration in Ghana. It also affects efforts to integrate MDAs, RCCs and MMDAs into the NSS. The section proposes a review of the law to make it legally binding for all public institutions to generate, store, analyse and share disaggregated data with stakeholders.

The chapter also reviewed national and international regulatory frameworks that guide national statistics development and further assessed respondents' knowledge of these frameworks. While it is clear that on average, these frameworks generally play a limited role in the way production of statistics is organized and managed. This poses a major challenge to Ghana's participation and image in the global arena is concerned. Given the impetus of globalisation and the emergence of global development frameworks, it is imperative to have comprehensive, reliable, relevant and timely statistics for measuring progress.

CHAPTER FOUR

PRODUCTION, STORAGE AND MANAGEMENT OF STATISTICS

4.1 Introduction

Production of statistics entails all the activities carried out within the statistical system aimed at generating the data needed by the broad spectrum of users for diverse purposes. Storage is the means by which data are retained and archived for retrieval and use. Management of statistics involves the development of policies, practices and procedures that properly ensure the quality, security, analysis, and governance of data. Data management particularly entails the development, execution and supervision of plans, policies, programmes and practices that protect, deliver and enhance the value of data. Production of statistics is seen more as "process management" of a statistical system while storage and management are seen more as "data management" activities. Both process and data management are crucially important in the NSS, particularly as the need for statistics has moved into real time and requires more interactive approaches. The section assesses the situation of statistics production, storage and management at all levels of policy formulation, planning and administration.

4.2 Production of statistics by MDAs, RCCs and MMDAs

4.2.1 Types of statistics produced

All public institutions such as MDAs, RCCs, and MMDAs are expected to generate, analyse and disseminate statistical data to guide policy and programmes. Three main types of data are being produced by the MDAs, RCCs and MMDAs. These include censuses, sample surveys, and administrative/institutional data including qualitative data. Key censuses being conducted include population, housing, agriculture (including livestock), education, health, industrial and business censuses. Sample surveys conducted by MDAs and MMDAs include health surveys (DHS), school surveys, market surveys, and household consumption expenditure surveys.

Public institutions also generate administrative statistics on agriculture and livestock, service delivery indicators on health, education, water and sanitation. Administrative statistics can be generated through periodic or event recording, using specifically designed forms, through administrative action or regulatory processes. Examples of such records include registration of vital events (births, deaths, and marriages), registration of businesses, tax records, school registers, health records, and immigration (arrival/departure cards).

About half of MDAs and MMDAs are able to generate survey data, but a limited number have the capacity to generate or conduct censuses (Table 4.1). A small number of MDAs, MMDAs and RCCs are able to generate administrative data. Only two RCCs indicated that they are able to generate administrative data. Of the 134 MMDAs that completed the questionnaire, only 15 indicated that they are able to generate administrative data.

Table 4.1: Data production by MDAs, MMDAs, and RCCs

Assemblies/RCCs	Census	Survey	Admin/Other
MDAs	8	23	8
MMDAs	31	66	15
RCCs	3	3	2

Source: Survey Data, 2016

Census

At the national level, there are two main censuses conducted in Ghana. These are the Population and Housing Census (PHC) and the Ghana Annual Schools Census (GHASC). The PHC is conducted every 10 years. The 2010 PHC was the fifth census conducted by the Ghana Statistical Service (GSS) in Ghana since independence after those conducted in 1960, 1970, 1984 and 2000. The GHASC was launched by Ministry of Education in 1997 in an effort to make adequate and reliable data and information available for evidence-based policy formulation, planning and implementation of programmes and projects in education. The GHASC builds on the Education Management Information System (EMIS) project which began in 1988 as part of the education sector reforms.

MDAs, RCCs and MMDAs conduct local level censuses in areas such as agriculture and livestock, health, and industrial and business censuses. Most of these censuses take place at MMDA level. Three RCCs indicated that they conducted a census of a kind in the last five years, and eight MDAs also said that they conducted a census. About 32 percent of the MMDAs conducted census without the involvement of any statistics unit, which raises concerns about the quality of the data generated. It is even more worrying that statistics unit are hardly involved in planning, questionnaire design, recruitment and training. However, in the MDAs and RCCs, the statistics unit is highly involved in writing reports and dissemination activities. The use of consultants is less popular. Only a fifth of the MMDAs that conducted a census used consultants to support them, while two MDAs and one RCC relied on consultants.

Sample surveys

The sample survey is a major tool used by MMDAs to collect and compile data. About 71.1 percent of MMDAs reported having either conducted district surveys or participated in national statistical surveys in the last five years. About 25 percent of the MDAs conducted surveys and three RCCs conducted surveys. Some of the MMDA-specific sample surveys include: welfare of populace in communities survey, fertiliser subsidy survey, water coverage survey and maternal health survey. In all these, surveys, statistics unit of MMDAs were more involved, compared to those of MDAs and RCCs. Even with the MMDAs, the level of involvement was more in the area of field supervision and monitoring, data processing, report writing and dissemination, rather than in survey planning, questionnaire design, recruitment, and training. This is largely because for most of these sample surveys, planning and coordination emanates from the top (national level) relying on consultants.

In the RCCs and MDAs, there is high reliance on the use of consultants for surveys. All the RCCs that conducted some statistical surveys hired the services of consultants and consulting firms. Only a few of the surveys conducted at MMDA level relied on consultants. This is primarily the case because most of the surveys are externally driven and not internally demanded and funded. The use of independent consultants is in many of these cases a prerequisite for funding of the surveys.

Administrative data

Administrative data consist of information collected primarily for administrative purposes by government departments and other state organisations usually during the delivery of a service or for the purpose of registration, record keeping, or documentation of a transaction. These are routine data collected in the course of the entities undertaking activities for the purposes of service provision, decision-making or client tracking. Administrative data are less costly and complement sample surveys. The study showed that all MDAs, RCCs and MMDAs produce administrative data (Table 4.2). The data are generated using administrative forms or routine measurement of institutional inputs, outputs and services. Registration of vital events, such as births, deaths, marriages and divorces, is a critical component of administrative data collection.

Table 4.2: Types of administrative data generated

Data types	MDA	RCC	MMDA
Administrative data on lands	√		√
Business counselling and follow-up	√		√
Client service	√		√
Property registration and rateable items	√		√
Inventory of agricultural machinery	√		
Jobseeker registration	√		
Market price data			√
Prison forms	√		
Human resource data			√
Staff performance data	√	√	
Tourism data	√	√	
DVLA	√		
Births and deaths	√		√

Source: Survey Data, 2016

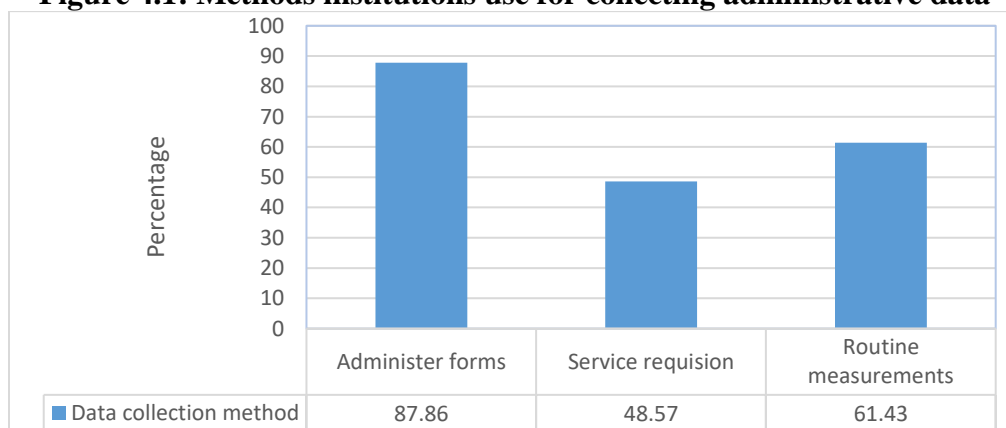
Civil registration in Ghana and other African countries is very low. A study conducted by GSS– Civil Registration and Vital Statistics System in Ghana (GSS, 2015) revealed that Ghana has achieved an average of 67 percent of birth registration since 2005, while death registration is about 24 percent. The low registration is attributed in part to lack of human resources to do the registration, especially in rural areas, and cultural and religious beliefs that proscribe the practice of counting or numbering human beings.

The current assessment shows that about 60 percent of the MDAs, RCCs and MMDAs keep civil registration data. The MMDAs are dominant in this regard. About 60 percent of the MMDAs keep civil registrations and about half of MDAs have conducted some form of civil registration in the

last five years. Further analysis of the data shows that most of the registrations at the District Assemblies are births and deaths registration done at health centres. In the last five years, only three out of the nine RCCs that responded to the questionnaire reported that they have civil registration data.

One of the cardinal principles of administrative data is that they are collected for their own purposes, not to produce any population level statistics. Thus, the administrative need determines the data source. Three main ways of gathering administrative data include the use of standard administrative forms for service provision and requisition; use of routine processes of measuring an institution’s inputs, outputs, and services; and occasional administering of other forms. Over 87 percent of the MDAs, RCCs and MMDAs indicated that they administer forms occasionally to gather programme data (Figure 4.1).

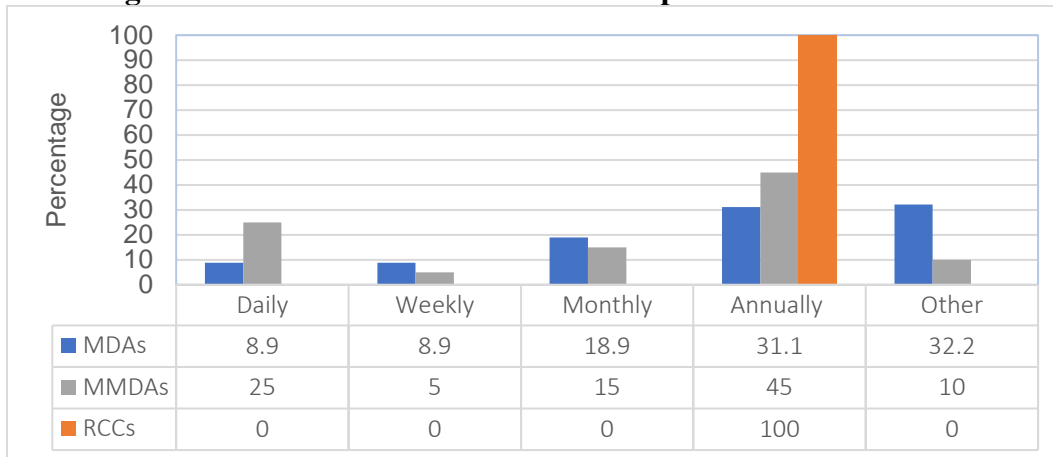
Figure 4.1: Methods institutions use for collecting administrative data



Source: Survey Data, 2016

The frequency of administering forms to gather administrative data, depending on programme requirements, is daily, weekly, monthly or annually (Figure 4.2), but the data are not compiled on a regular basis. Generally, most institutions begin to pay particular attention to administrative data at the end of the year when they are required to send reports to the national level. In discussions at the regional fora, it was clear that there are no requirements to send data to the national level daily, weekly or even monthly. As a result, there is no urge to gather or process administrative data until the end of the year.

Figure 4.2: How often data collection templates are administered



Source: Survey Data, 2016

Half of the respondents indicated that they administer forms for administrative data only when the need arises. A third of the respondents also noted that they administer forms for administrative data on an *ad hoc* basis. This is mostly done when they are required to provide annual programme or project reports, performance appraisal reports, etc. Processing and analysing administrative data in many institutions is also done annually.

4.2.2 Accessing data

Access and use of data produced by MMDAs, MDAs and RCCs depends on two factors: authority to share, and conditions to share. A major challenge to accessing of administrative data in particular revolves around what is called the “risk-averse culture” of an often personalised bureaucracy. This affects the sharing of data even when it is in the public interest. There is an abnormal culture of caution, which does not allow for responsible sharing of administrative data even for public use. In this assessment, all respondents indicated that sharing of administrative data requires prior administrative clearance. It can take between a week and a month to receive clearance to give out data when an individual or an outside agency requests it. What is worrying is the seemingly personalised bureaucratic procedure of giving authority to share data. It is in the power of a chain of individuals to decide whether to give out data or not to an external requester, even after one has followed all the prescribed procedures.

Administrative data, in particular, are collected by institutions usually without any intention to share with outsiders beyond the institution or partners in a programme. Such data are normally collected about individuals and sometimes entire households in the course of delivering a benefit or a service. Sharing such data, however, raises ethical concerns about privacy and confidentiality. As a result, conditions are attached to the usage. As part of the application process, potential users must agree to the conditions of use, which may include restrictions against attempting to identify or contact study participants, destruction of data after completion of the purpose for which data are requested, restrictions on redistribution of the data to third parties, proper acknowledgement of data sources, and sharing of the report (or product) with the institutional source of the data. Users who comply with the conditions continue to receive support as well as information relating to errors in the data.

Data users want access to institutional data, which should be readily available. This requires a broader understanding of who needs the data that are being produced. Proactive sharing of data is important because often, institutions may be unaware of how valuable their data could be to colleagues in other ministries, departments, agencies and districts. When data are proactively shared with those who need them, it further improves the quality of partnerships and collaborations (See Box 4).

Box 4: Benefits of sharing health and other data

Proactively sharing existing data brings greater benefits than risks. Let me give you a couple of examples. School-level data contained in the Education Management Information System has information on which schools provide functioning toilet facilities. How accessible is this information to colleagues in the health sector who are tracking diseases? How accessible is it to colleagues working to keep adolescent girls in school?

Practically all routine health system data are available in the District Health Information Management System but they are not easily accessible. There are many development partners and civil society organisations that work with authorities to improve access to quality health care. Would it not improve the quality of those partnerships if everyone had access to the best information available?

Source: Executive Director of a CSO (participant at the National Statistics Forum)

4.2.3 Data quality

The quality of data is a precondition for the value and quality of results. Data quality refers to the fitness of data for use (Wang and Strong, 1996), which is normally determined by data users. Meeting data needs of users is one way by which the relevance of statistics production, and the statistical system at large, could be judged.

There are five commonly accepted and widely used data quality dimensions: availability, usability, reliability, relevance and presentation (Cai and Zhu, 2015). Availability is the degree of convenience with which users obtain data and related information. This is seen in terms of accessibility, authorisation, and timeliness. Usability means whether the data are useful and meet users' needs and whether there is enough documentation, definitions and descriptions that could easily be used by the consumer. Reliability refers to whether the data can be trusted. This involves accuracy, consistency, completeness, adequacy, and auditability of the data and their sources. Relevance describes the degree of correlation between data content and users' expectations or demands. Presentation quality refers to how the data are presented to the user in terms of readability and structure. The first four quality dimensions (availability, usability, reliability, relevance) are regarded as indispensable, inherent features of data quality, and the final dimension involves additional properties that improve customer satisfaction (Cai and Zhu, 2015).

Quality from the perspective of producers

Producers expressed concerns about the methodologies they use for data collection, the lack of verification opportunities, storage and management issues. These concerns arise largely as a result

of logistical and other capacity constraints. Table 4.3 presents the major concerns of producers about the quality of administrative data they produce.

Table 4.3: Concerns of data-producing institutions about administrative data

Areas of concern	MDAs	RCCs	MMDAs
Accuracy and timeliness	√		√
Methodology for data collection	√	√	√
Verification and approval	√	√	√
Coding errors, security and accessibility	√		√
Inadequate disaggregation	√		
Incomplete data	√		√
Logistics and capacity for collection, storage and management	√	√	√
Poor monitoring and supervision			√

Source: Survey Data, 2016

The concerns expressed may explain why three-quarters of respondents indicated that decision making at the lower level is not based on statistics. In many MMDAs and MDAs, respondents indicated that major decisions are rarely based on statistics. During the regional fora, participants also intimated that certain decisions taken are based on intuition and the experience of heads of department. The data may not be readily available or they just may not have the capacity to process and interpret the data.

All forms of data from whichever source require a significant amount of cleaning and formatting before they could be used, especially by others outside the source institution. Cleaning involves correcting “unwholesome” entries and producing clean datasets from an assortment of data records. It involves the entire process of transforming the data, as they exist in the information system or records into an analytic dataset. Cleaning administrative data are a major activity, sometimes more complicated than it is for survey data. High-level technical capacity is required in handling this type of data, for which many MDAs, RCCs and MMDAs are inadequately capacitated.

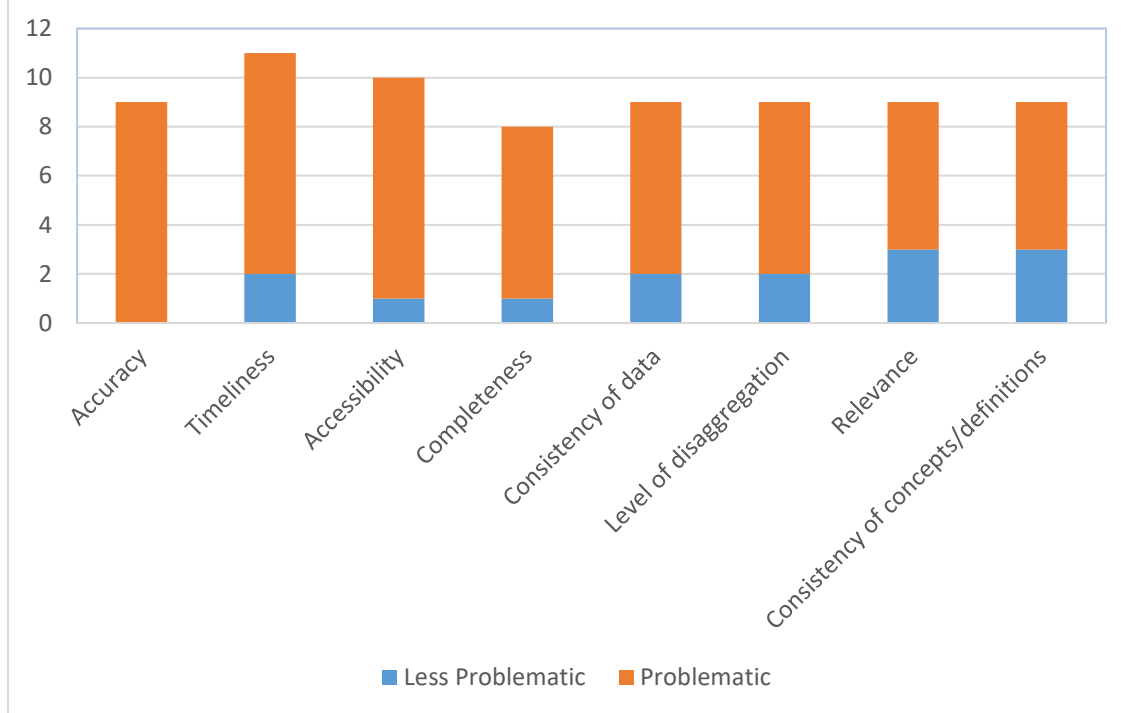
Although processing of administrative data has to be more regular, one-third of all institutions assessed are unable to undertake any such processing. For those able to process their data, about 44 percent do so annually, and less than 10 percent do so weekly. This suggest that data development and management at the decentralised institution level is a problem in Ghana. Policy makers thus have much less information than they need and perhaps what they have is of questionable reliability. That may also explain why they tend to rely more on intuition and experience than on statistical information when making decisions.

The primary challenges to regular updating of administrative data are the inadequacy of key personnel for data management, lack of funds and logistics and low prioritisation of data management. Nearly half (49 percent) of MDAs, RCCs, MMDAs reported that their statistics unit is not involved in the management of administrative data. About 21 percent reported that the statistics unit is involved.

Quality from the perspective of users

Quality from the perspective of users was assessed with an expanded 8-dimensional measure of quality: accuracy, timeliness, relevance, level of disaggregation, consistency, accessibility, completeness, and appropriate use of concepts and definitions. The general impression is that data produced at the MDAs, RCCs and MMDAs are problematic. There are major concerns about accuracy of the data, accessibility and timeliness (Figure 4.3). Many of the datasets tend to be incomplete, poorly disaggregated and ultimately of little relevance for the intended purpose (see Box 5 for a summary of data users' views).

Figure 4.3: Users' perception of the quality of data produced by MDAs and MMDAs



Source: Survey Data, 2016

Speaking of data accuracy, users noted that detailed data are rarely provided, and in those few instances, where they are provided, the data received have major inaccuracies. Similarly, there are inconsistencies in the data received from one source to another. In most cases, the data are not updated, making them little relevance. Although the degree to which respondents ranked the accuracy of data varied, it could be observed that all respondents considered it a major challenge to their work.

Respondents highlighted timeliness of data as a major problem. Bureaucratic procedures were identified as sources of delay in getting data in some public institutions. Data users complained of unwillingness of the relevant institutions to provide information in the absence of any clear indication on the approval process, in some instances.

Respondents indicated that data are not easily accessible. Institutions provide information on their websites but are generally difficult to download or outdated. Also, respondents expressed concern in getting complete data regularly over time, as well as the lack of district level disaggregated data, which is more useful for them.

On consistency of data, 75 percent of respondents stressed that there are inconsistencies in the data they receive. They attributed this problem to inconsistency in methodologies used. A majority (74 percent) also stated that data are sometimes outdated and published so late that they lose relevance. Only 21 percent indicated that the data they receive are relevant and meet their institution's objective.

Box 5: Summary of data users' views on data quality

Accuracy of data

Detailed data are rarely provided and in some instances where they are, the data received have major inaccuracies because they are sometimes based on projections. Similarly, there are inconsistencies in the data received from one source to the other. And in most cases, the data are not updated, making them irrelevant to the user's work.

Timeliness

Bureaucratic procedures cause extensive delay in getting data in some public institutions. No one is willing to give out information and there are no clear indications as to who is to authorise the release of the data. This makes it difficult to obtain data at the time needed. In some cases, when information is needed for decision making, due to the delays the information becomes irrelevant.

Accessibility of data

Data are just not easily accessible. Some institutions provide information on their websites but the information is either not possible to download or outdated.

Completeness of data

It is frustrating getting complete data. There are instances of data gaps between periods. In some cases, the data are not disclosed at all, making it difficult for realistic analysis to be made.

Consistency of data

There is a great deal of inconsistency in the data received. This problem is attributable to irregularities and the use of inconsistent methodologies.

Level of disaggregation

Data received are mostly not disaggregated in a way that responds to some indicators, thus making it difficult to compare situations.

Relevance of data

Data are sometimes outdated and published too late that they lose relevance.

Consistency of concepts or definition

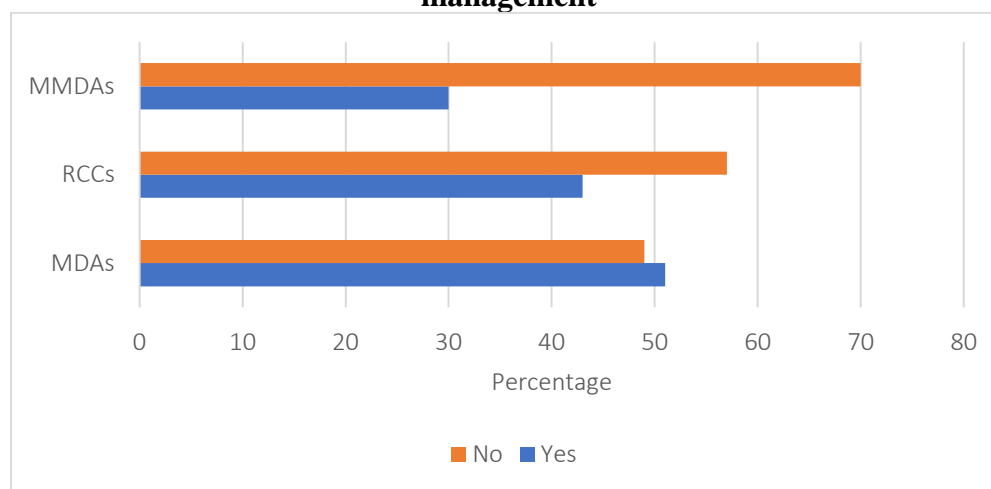
This is not a major problem. This is a minor issue. Users only request data that is consistent with the concept of their data need.

Source: Compiled from responses to semi-structured interview guide

4.2.4 Use of manuals to guide production and management of data and statistics

Availability and use of manuals as a guide to the conduct of data production is one of the critical indicators of quality data production. However, it was observed that majority of the MMDAs (70 percent) have not developed manuals, principles, classifications, etc. to guide the production and management of statistics, along with 57 percent of RCCs and 49 percent of MDAs (Figure 4.4). More than half of MDAs and 43 percent of RCCs have developed manuals, principles, classifications, etc. that guide the production and management of data and statistics.

Figure 4.4: Institutions with guides for data production and management



Source: Survey Data, 2016

4.3 Storage and management of statistics

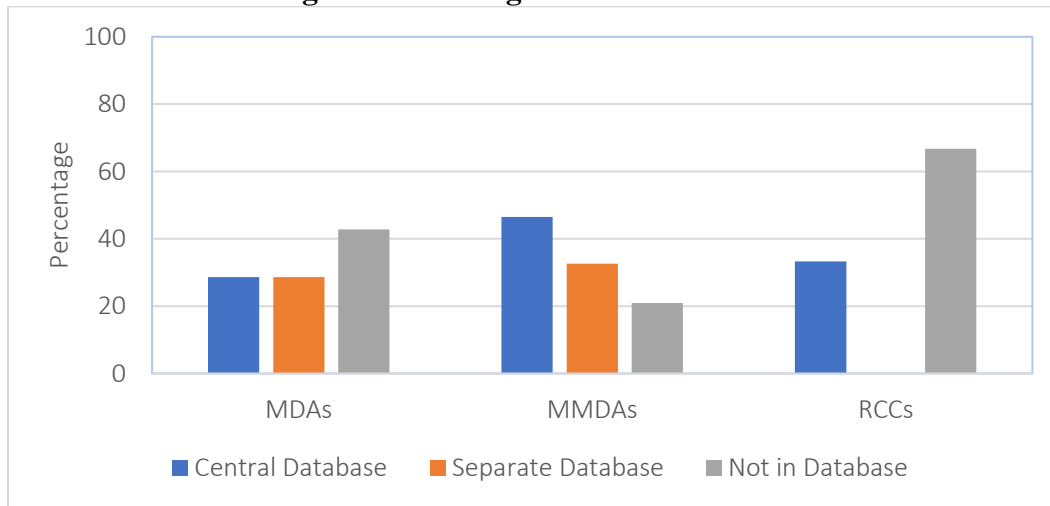
Storage and management of statistics is as important as the production. Storing data in the right place enhances information availability and research work. It also helps to avoid having to re-create documents, re-conduct surveys or repeat procedures, and minimises hours of administrative work. All institutions that generate data must take steps to store data consistently in digital files that are secure and confidential. Yet, more often than not, how to store data is an afterthought for many institutions. The cost of storing and managing data could be several times higher than the initial cost of producing the data. This is especially important with big and sensitive data on human subjects. Storage issues are therefore crucially important and unless managed appropriately, could be very costly. Data analysis and interpretation are important aspects of statistics production and dissemination and communication, which requires specialised core skills.

4.3.1 Storage of data

In terms of storage, 63 percent of the respondents indicated that they do not have any central database storage system. The majority keep data in separate areas or do not have a specific storage arrangement at all (Figure 4.5). For those who indicated that they have central database systems, 80 percent of such systems were established recently, generally in the last five years. Even though some MDAs, RCCs and MMDAs claim to have central database systems, information gathered

from the regional fora suggests that respondents may not have understood the concept of a central database system. A central database system is a medium where data are stored, maintained, and located in a single location, accessed and used by all user departments (units) of an institution, and registered (permitted) users with access to the database. Having a central database is a critical step towards achieving enhanced data accessibility. This ensures that data from different sources are available to everyone (see example in Box 6).

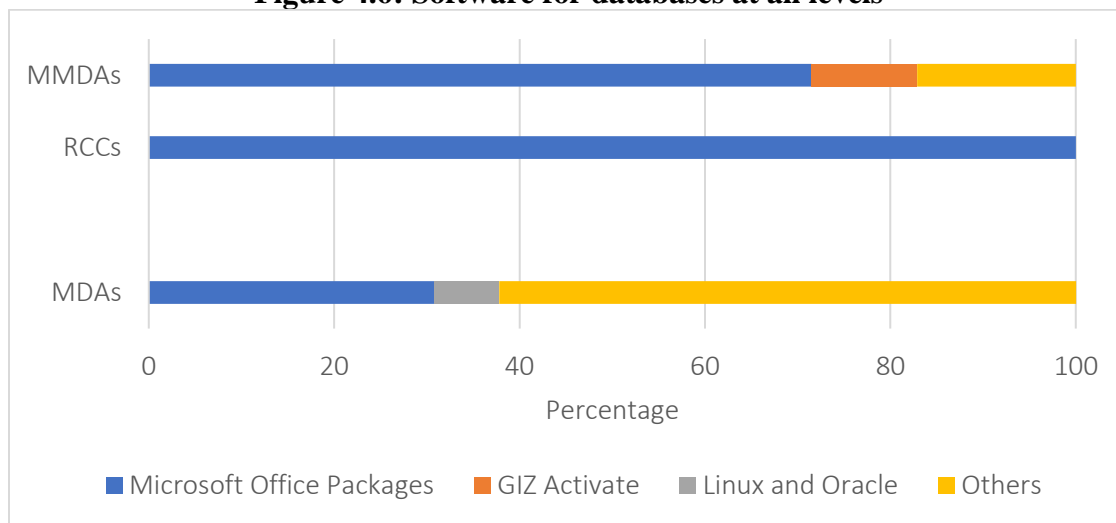
Figure 4.5: Storage of data at all levels



Source: Survey Data, 2016

Among the RCCs and MMDAs that indicated that they have a database, the statistical software most used to store data in the database are Microsoft Suite applications (Excel, Access and Word). Other specialised programming software used by MDAs and MMDAs include Dreamweaver, SQL, PHP, etc. (Figure 4.6).

Figure 4.6: Software for databases at all levels

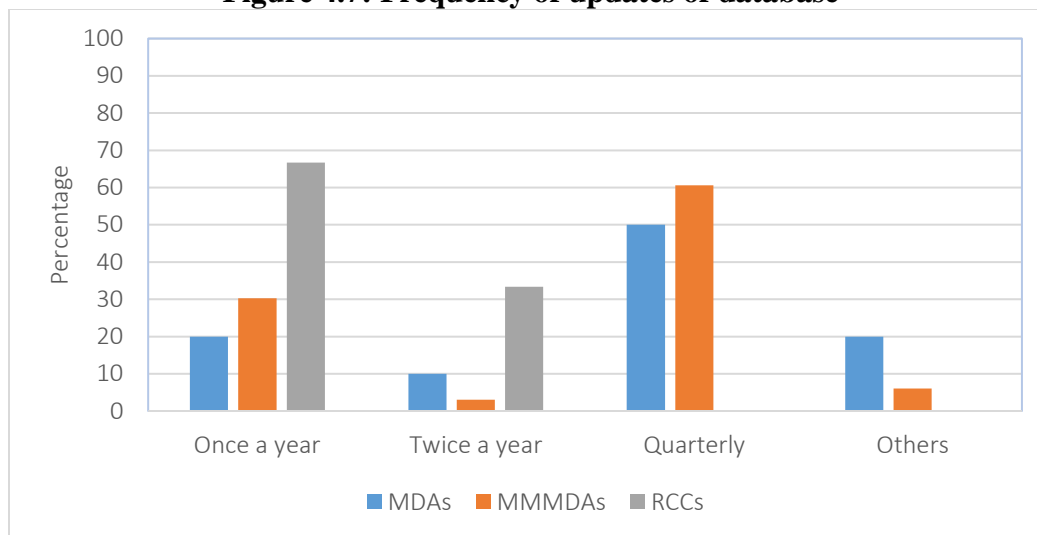


Source: Survey Data, 2016

4.3.2 Updating the database

One of the measures for assessing the effectiveness of a database is the frequency with which the system is updated. The discussions suggested that generally, updates are done on a yearly basis at all levels (Figure 4.7). Only two MMDAs indicated that they update their systems frequently in the course of the year (daily or weekly), but the rest do it occasionally. The majority of RCCs (six out of nine) predominantly update their systems on an annual basis. About 60 percent of MMDAs and 50 percent of MDAs update their databases on a quarterly basis.

Figure 4.7: Frequency of updates of database



Source: Survey Data, 2016

4.3.3 Procedure for data revisions

Updating a database means an opportunity to revise data, methodology, and the catalogue of users. This requires standard procedures to follow or guide implementers. The majority (57 percent) of respondents at MDA and MMDA level indicated that they have standard procedures for the revision of data. The procedures involved in-house discussions; organisation of review and validation meetings. These revisions are communicated to respective institutions and individuals via letters or in subsequent progress reports (quarterly/annual). There is, however, no standard procedure for data revision at RCC level.

4.3.4 Maintenance of database

Regular maintenance of a database is essential for its effectiveness and functionality. However, at all levels, the maintenance culture is generally weak. On average, less than half (39 percent) of the databases at all levels are given the needed maintenance. The lack of maintenance could be attributed to inadequate resources (funding, logistics and human resources).

4.3.5 Other forms of storing data

Among the majority of MDAs, RCCs and MMDAs without central database systems, data are either kept in hard copies, mostly in print form or various other ways including on CDs, USB drives, hard disks of office computers and sometimes personal laptops. Participants in the regional discussions confirmed that data are mostly stored on personal laptops, USB drive and external hard disk of planning officers and MIS officers (Information Management Units). In a few of the institutions where there are office computers to store data, most of them are either obsolete or broken down.

According to participants, keeping data on the personal computers or laptops of planning officers and the MIS officers is the safest available option, although not without its own challenges (see Box 6).

Box 6: Views of Planning Officers

The truth of the matter is that, most of the time, the computers being used by the Planning Unit belong to the planning officers themselves. So when they are going on transfer, retirement, or whatever – they normally take along the computers which contain the data and when there is need for the data, that person needs to be called and pleaded with for the information.

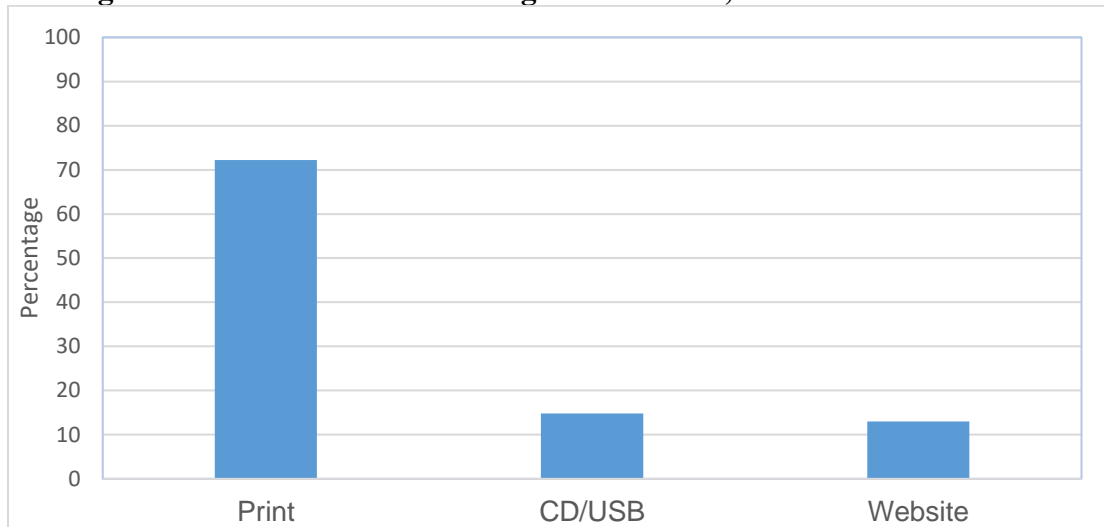
Logistics is not a priority for District Assemblies. I have worked in so many Assemblies; if the head does not see logistics as a priority then nothing gets done in that area. You inform the Assembly that your computer has broken down and it takes years to get you a new one and so if I have my own laptop, I have to use it and when I am leaving the Assembly, I automatically take my laptop and the data on it.

Source: Focus Group Discussions in Eastern Region

4.3.6 Mode of disseminating data

Dissemination of data by the MDAs, RCCs and MMDAs is mainly in the form of print (Figure 4.8). Seven out of every 10 respondents (72.2 percent) indicated that public institutions mainly delivered data to users through print in the form of reports. Only a few utilise the internet (website) to disseminate their data. The use of printed reports is popular with the MMDAs who use the internet less.

Figure 4.8: Mode of disseminating data at MDA, RCC and MMDA level



Source: Survey Data, 2016

Although providing data to users in print form is important, this is limited in circulation as compared to CD/USB and website, which has a wider accessibility.

Box 7: Sharing data promotes coherence and prevents missing links in policy and action

We have to think about data as a public good for solving public problems rather than as proprietary to those that have invested time and money in gathering that data. When we think like that then the importance of sharing data across multiple sectors becomes more obvious in terms of demonstrating and quantifying results and not just about planning. Let me take nutrition as an example. Investing in nutrition includes investing in agriculture and food systems, education, rural development, water and sanitation, environmental integrity, among others. A multi-sectoral approach to eliminating malnutrition must necessarily include complementary interventions in food systems, education and health. For a coherent approach to such a complicated problem, data have to be combined from different sources. If we do not do this, we run a high risk of investing in one link of a long chain of interventions that are needed, only to find that those investments are not paying off because there is a missing link somewhere along that chain. It requires more than having the data and more than having the technical capabilities to share that data. Sharing data happens when people and MDAs are focused on solving a complicated real-world problem together, such as persistent malnutrition, and understanding that coherence between policies and actions are needed across several sectors.

Source: In-depth interview with a CSO representative in Tamale

4.4 Usage of statistics

Data users are at different levels in the public, private, civil society, and the development partner communities. There are two types of users of an institution's data, namely registered and non-registered. Registered users are persons or institutions that have an arrangement or a memorandum

of understanding that permits them to receive and use data collected by another institution for a specified purpose. Also included are institutions that collaborate to collect data as part of implementation of a programme. Non-registered users are persons or institutions that have no prior arrangement with a data producer but who apply for access and use of the data.

In general, maintaining a database of clients or users of data (registered and non-registered) is an essential element in building a good national statistical system. It allows data producers to obtain structured feedback, which is key to improving the quality and timeliness of data generation. Feedback would enable producers of data continually determine the type of data demanded by users and other stakeholders. It also provides insight into the quality of data produced, the level of disaggregation, timeliness, and methodology being used. It further informs the producers about the extent to which the demands of users are being addressed.

Notwithstanding the importance of maintaining a catalogue of data users, only 37.4 percent of respondents indicated that they keep a database of users and stakeholders of the data they generate and disseminate, while 62.6 percent said that they do not keep any such database. This deprives them of any means of keeping track of and assessing user perceptions and satisfaction with the data they provide. This was also confirmed by data users who participated in the study, noting that data-producing agencies do not ask for feedback. MDAs, RCCs and MMDAs do not even have any laid down procedures for data users to communicate their needs or the concerns they have with the data they receive.

For institutions that indicated that they keep a catalogue of data users, only 30 percent said that they have mechanisms for obtaining feedback from users of the various datasets they have collected and supplied in the past five years. Some of the mechanisms include the conduct of user satisfaction surveys, use of a suggestion box and setting up complaints units. However, in the last five years, it is only the Ghana Statistical Service that conducted a nation-wide “User Satisfaction Survey” as a mechanism to assess the level of satisfaction of users on the data it provides to the public.

With reference to use of statistics produced at the decentralised institutional level, the majority of respondents observed that the data are mainly used in the preparation of annual reports. There is little reliance on local data in planning, monitoring and evaluation, and budgeting. Participants in the regional fora observed that only in very limited instances do institutions such as CSOs utilise their data for advocacy purposes. Data users, however, noted that the limited use of statistics from MDAs, RCCs and MMDAs is due to the difficulty in accessing such data.

At the National Statistics Forum, it was suggested that to improve the limited usage of data in the various forms of national engagement, there is need for a national policy and an aggressive advocacy drive. There is a need for a national policy to guide the use of statistics to underpin national development decisions. The other strategy that respondents agreed would improve the use of data for national development is advocacy. The National Statistics Forum is one such platform for launching a vigorous campaign on the need to use statistics in our national life.

Participants at the National Statistics Forum agreed that people are generally not interested in statistics and would generally not willingly use them. This is largely due to the language of statistics, which was not easily understood by many. Thus, students faced with the challenge of

understanding statistics would do their best to pass statistics exams, hoping not to come across it in the remainder of their lives. Participants inferred that this could be attributed to the unappealing manner of teaching the subject. To solve this problem, participants agreed that the curriculum for statistics should be revised from being mainly teaching of formulae intended to generate statistics manually in favour of encouraging practical work, critical thinking, and the use of software and applications to generate statistics. Children need to be introduced to computers, IT software and user-friendly approach to statistics in the early stages of their education.

4.5 Summary of chapter

The chapter assessed the situation regarding production, storage, management and usage of statistics. The assessment showed that MMDAs, MDAs and RCCs engage in production of statistics using census, sample surveys and administrative data. There is, however, limited involvement of the statistics unit of the institutions. Generally, production of data appears to be more of a top-down request and bottom-up delivery process, hence MDAs, RCCs and MMDAs do not on their own produce data when the top is not ready. As a result, in some instances administrative data are collected on an “if-and-when requested” basis. It was further identified that sharing data are inherently associated with the risk-averse culture of the bureaucracy.

It is proposed that sharing of data must be proactive and having a central database system is a first and important step towards achieving the idea of having a multi-sectoral database system where statistics are accessed at a one-stop shop.

CHAPTER FIVE

ORGANISATIONAL STRUCTURE AND STATISTICAL CAPACITY OF MDAs, RCCs AND MMDAs

5.1 Introduction

The chapter assesses the organisational structure and capacity of MDAs, RCCs and MMDAs for statistics production. The organisational structure is reviewed in terms of institutional space and units that exist in the institutions for statistical activities. The assessment also looks at staffing, recruitment and staff turnover in the last five years. Statistical capacity is also reviewed in terms of financial and infrastructural facilities. Collaboration is key in the context of the resource constraints facing MDAs and MMDAs. How these institutions engage and utilise collaboration as an indirect resource is also assessed in the context of statistics production.

5.2 Organisational structure for statistic production

Over the years, statistical capacity-building activities have intensified, primarily driven by the need for reliable and up-to-date data for better measuring, monitoring and managing development outcomes. About 76 percent of MDAs had RSIM units, while more than half of MMDAs and all the RCCs had a separate statistics unit. However, at the RCC and MMDAs, capacity remains low for research and information management. None of the RCCs and MMDAs have a unit or department designated for research while only 28.4 percent of MMDAs and 37.5 percent of RCCs had information management units.

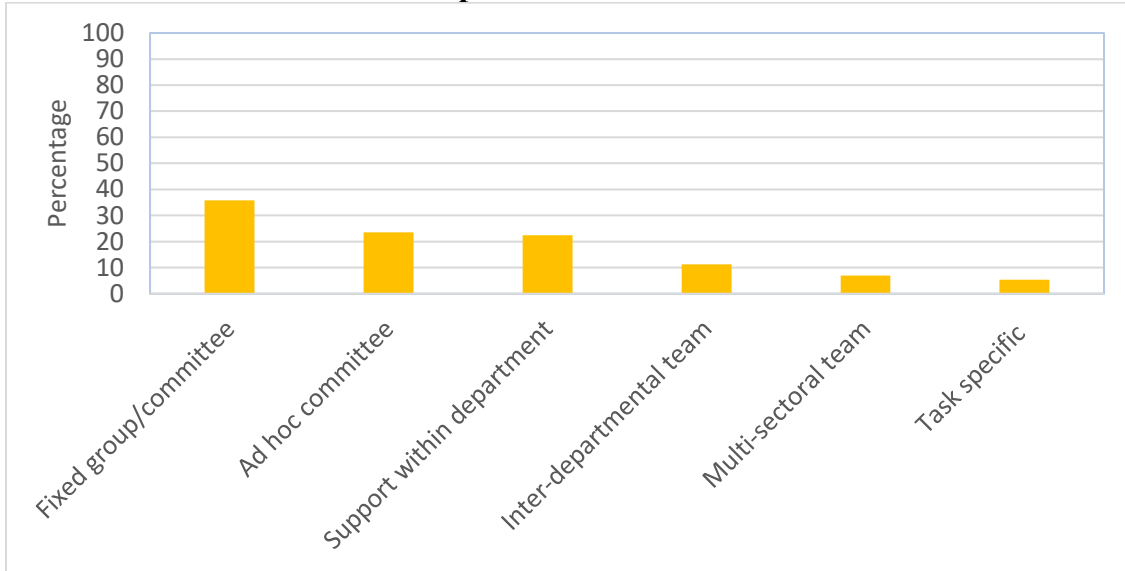
Table 5.1: Structures for statistics and staff capacity

Units	MDA (%)	RCC (%)	MMDA (%)
RSIM unit	75.6	-	-
Research unit	37.8	0.0	0.0
Statistics unit	17.8	100	63.4
Information Management unit	46.7	37.5	28.4
M&E	73.3	62.5	85.1

Source: Survey Data, 2016

MDAs, RCCs and MMDAs that neither have separate units for statistics nor RSIM nonetheless have institutional arrangements for undertaking statistical activities. These arrangements include having standing committees, *ad hoc* committees, relying on support from within (other departments), or setting up task-specific committees to deal with data production and management matters (Figure 5.1). About 35 percent have set up fixed committees to handle statistics production and management matters.

Figure 5.1: Units and groups responsible for statistics where there are no specific structures

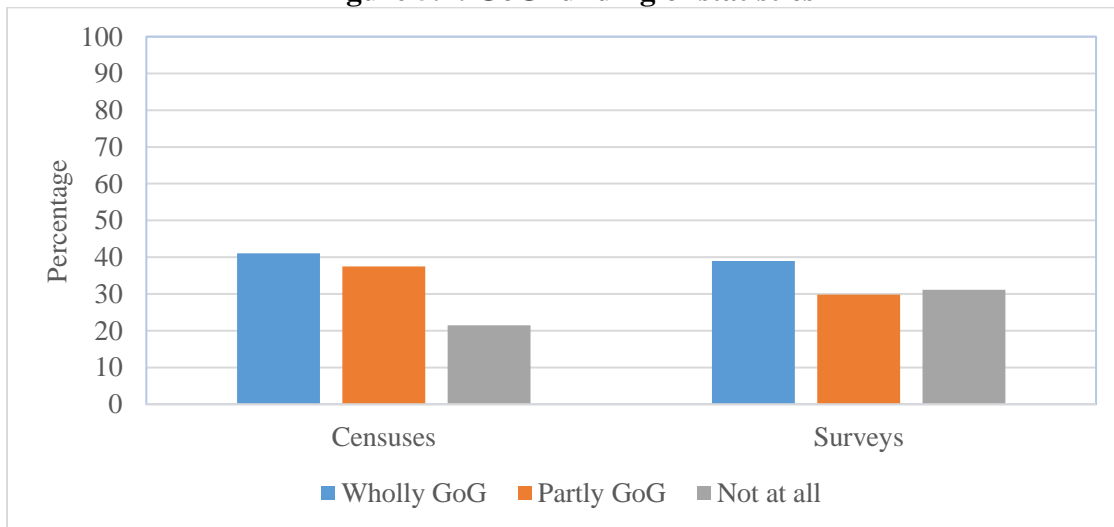


Source: Survey Data, 2016

5.3 Financial capacity for statistics production

Funding for statistics comes from four main sources: Government of Ghana (GoG), Internally Generated Funds (IGF), donor agencies, and the private sector. The indication from about 40 percent of MDAs, MMDAs and RCCs is that the government wholly funds some of the censuses and sample surveys that they conduct; for others they rely on donor funding (Figure 5.2).

Figure 5.2: GoG funding of statistics



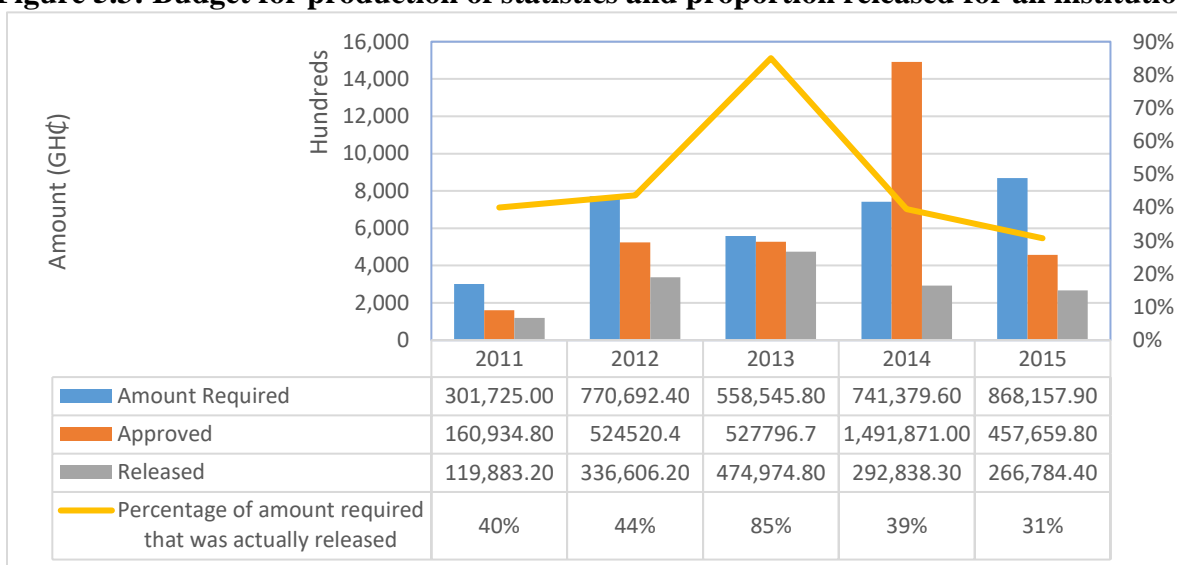
Source: Survey Data, 2016

Funding for statistics activities at decentralised level is best assured by having a separate budget for the purpose. However, this is not always the case. The survey showed that only 8 of the 45

MDAs and 9 of the 134 MMDAs have ever received a separate budget line from the government for their statistics activities. Most of these institutions are also those with statistical units in contrast to those without statistical units. RCCs do not have separate budget lines for statistics activities.

For MDAs, RCCs and MMDAs that had a separate budget line for statistics, between 2011 and 2015 the average amount released for statistics as a percentage of the amount required increased from 40 percent in 2011 to 85 percent in 2013. This declined to 39 percent in 2014 and further to 31 percent in 2015 (Figure 5.3). It was observed during the focus group discussions that financial resources for statistical activities for institutions without a separate budget line are usually taken from the institutions’ annual budget. They indicated that in the last five years, what was used for statistical activities averaged about 1 percent of the total budget.

Figure 5.3: Budget for production of statistics and proportion released for all institutions



Source: Survey Data, 2016

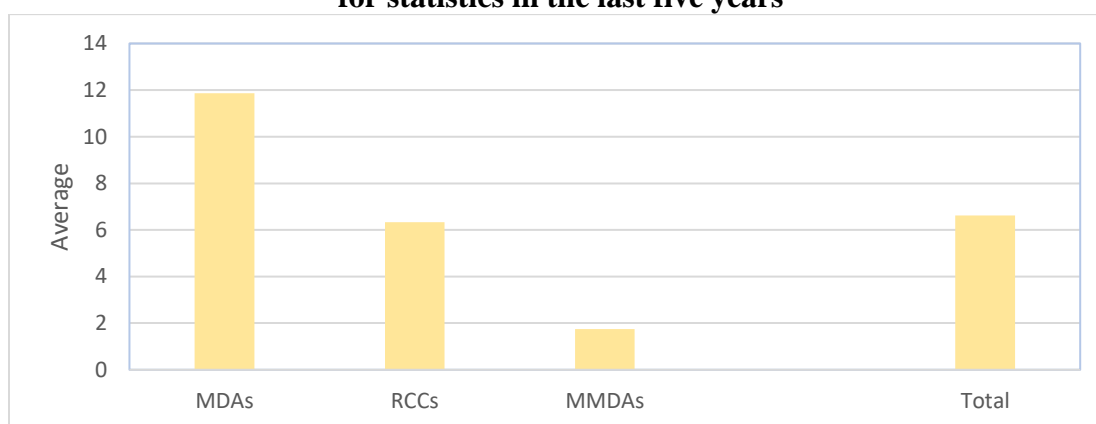
Funding statistical activities is an extremely expensive endeavour. This was observed during the National Statistics Forum. Participants noted that the cost of collecting and compiling data from surveys, censuses and administrative data is very high. They observed that the lack of financial support and investment in the National Statistical System is hampering data development and management at all levels. To resolve the funding of statistical activities, participants suggested that a national fund should be established, earmarked specifically for data development and statistical research. This should provide a guaranteed source of funding for the production of various types of data for development.

5.4 Staff capacity for statistics production

Staffing capacity of the statistical unit at the MDAs, RCCs and MMDAs is generally low averaging about 3. Majority of staff in the RSIM units have less than a first degree, with the highest qualification being Higher National Diploma (HND) certificate. In terms of recruitment, there are no specific guidelines for recruiting staff for statistical activities. In the same way, there is little control over the entry and exit of staff. This has affected statistical activities at the MMDAs level, and has worsened in the last five years.

The absence of guidelines for recruiting staff specifically for statistical activities is one of the reasons for the lack of statistics capacity. There are also limited programmes for building capacity of existing staff. Only one out of four institutions (MDAs, RCCs and MMDAs) indicated that it has programmes for capacity building of staff for statistics. Overall, fewer people benefitted from capacity-building programmes in the last five years due to lack of funding. Only an average of 7 persons benefitted across the institutions from such training in the last five years (Figure 5.4). On average, 12 and 2 persons from MDAs and MMDAs benefitted from such training programmes in the last five years. Out of the average of 12 persons who benefitted in the MDAs, 8 are males and 4 females. In the MMDAs, the 2 beneficiaries were both males. In RCCs, the ratio of males to females is 5:1.

Figure 5.4: Average number of staff who benefitted from capacity-building programmes for statistics in the last five years

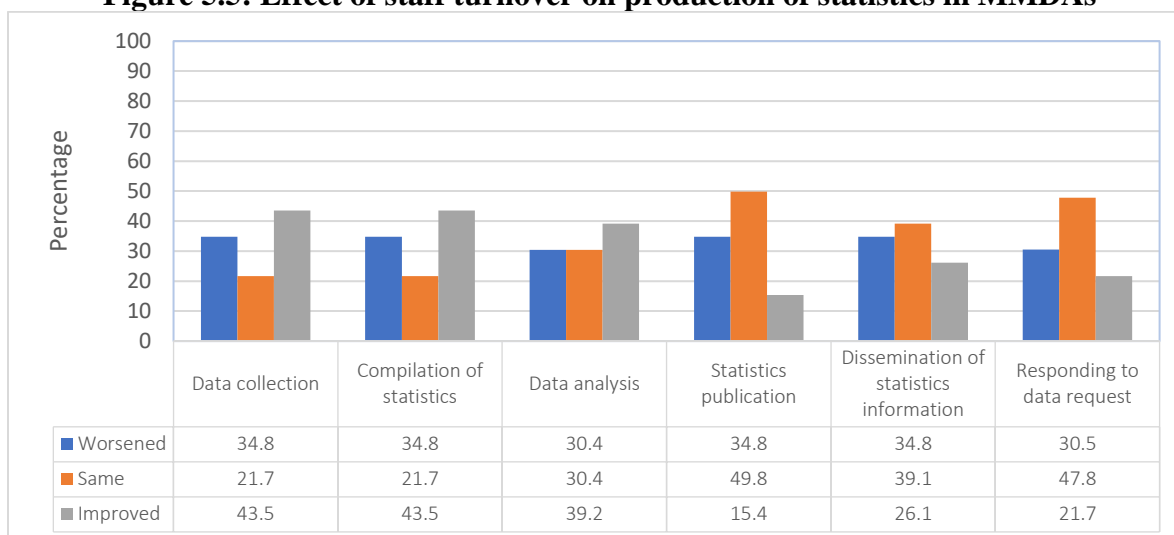


Source: Survey Data, 2016

Rapid staff turnover is another problem that affects the capacity of MDAs, RCCs and MMDAs in the production of data. It is common in the public sector for staff to be transferred, seconded to other institutions, retire or resign. The majority of respondents indicated that people are appointed, posted or transferred from the parent institution to the decentralised units. In the last five years for instance, MDAs, MMDAs and RCCs lost in total 226 key personnel for statistics. In the same period, they replaced 203. This leaves a deficit of 23 key personnel and the already existing staffing gap. The sources of this deficit are RCC (18) and MMDAs (17), however, no deficit was recorded for MDAs.

In the context of meagre government funding for statistics production and capacity development, the high turnover of key technical staff can only compound the challenge of data production. Across all data production activities – including data collection, compilation of statistics, data analysis, publication, dissemination of statistical information, and responding to data requests – more than 10 percent of respondents indicated that turnover worsened statistics generation activities in the last five years (Figure 5.5). At MMDA level, the effects were worse for about a third of the institutions affecting the key stages of data production —collection, compilation, publication and dissemination. In this context, the challenge for human resource policy is how to maintain staff with technical capacity and mitigate the effects of rapid staff turnover on statistical capacity at the decentralised level.

Figure 5.5: Effect of staff turnover on production of statistics in MMDAs



Source: Survey Data, 2016

5.5 Infrastructure for statistics production

Infrastructure for statistics is weak in Ghana. Primary logistics such as computers and software packages for storage and management are not widely available. There is no funding architecture for production and storage of statistics in MMDAs, MDAs and RCCs. As a result, basic essentials for statistics production activities are poorly distributed or in some instances simply unavailable. Regarding vehicles and motorbikes for data collection, even though MDAs have an average of two, they are inadequate and an average of two more is needed (Table 5.2). In MMDAs, there are no vehicles at all for research and statistics purposes, and they will need at least one vehicle for the purpose of data collection and related activities.

Table 5.2: Equipment Available at the Statistics, Research and Information Management Units (Average)

Items	MDAs			RCCs			MMDAs		
	Existing	Working	Required	Existing	Working	Required	Existing	Working	Required
Vehicles	2	2	2	1	1	2	0	0	1
Motorbike	5	6	1	3	2	3	1	1	3
Computers	9	6	4	3	3	4	1	1	2
Air conditioners	13	13	6	4	2	6	1	1	2
Furniture	22	22	10	10	7	8	3	2	4
Fax	22	21	24	1	0	2	0	0	1
Storage/Other	3	3	1	1	1	0	5	5	5

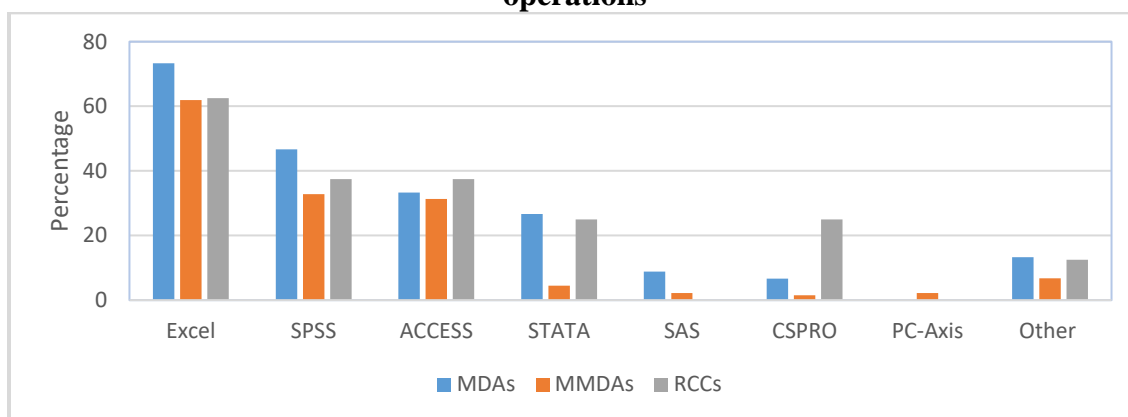
Source: Survey Data, 2016

Statistics production involves the use of software packages. Common software packages for data collection include CSPro, Survey-Solution, Blaise and Survey-CTO. Packages for data analysis and storage also include STATA, SPSS, EPInfo, Minitab, PC-Axis, Open Epi, SAS, Graphpad and

many others. Many forms of data analysis could also be done with a spreadsheet program such as Excel, which is part of the popular Microsoft Office suite.

Among the MDAs, RCCs and MMDAs, the software most widely used for the management of statistics is Microsoft Excel (Figure 5.6). Even though Excel is user-friendly and excellent for entering, coding and storing survey data, it is less suitable compared with the SPSS and Stata, which are more suitable for rigorous statistical analysis. The use of SPSS and Stata including SAS, PC-Axis among others is, however, not common. STATA for instance is used in just about 4 percent of MMDAs. CSPRO, which is a good, user-friendly software for data collection, is not common in MDAs and MMDAs. PC-Axis is rarely known in MDAs and RCCs.

Figure 5.6: Staff who can use the following statistical software in statistical operations



Source: Survey Data, 2016

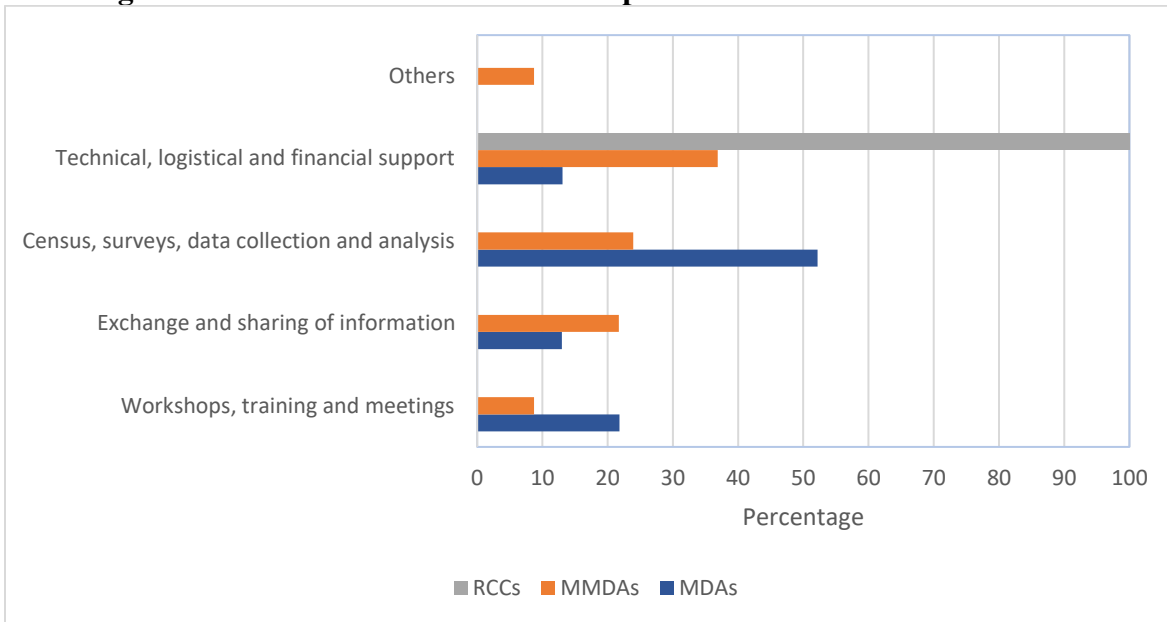
5.6 Collaboration in statistics production

There are significant structural and capacity gaps in the collection, analysis, storage and dissemination of data at the decentralised institution level has been attributed to both historical neglect and continuing lack of priority attention to the development of statistics. Financing has been low, and logistics and human capacity inadequate to produce good quality data that will inform policy and decision making, and assist in the effective planning, monitoring and evaluation of the nation's development agenda. To address some of these challenges, some state institutions collaborate with other institutions to produce, share and use data with relevant stakeholders.

5.6.1 Collaboration with other state institutions

A clear majority (70.3 percent) of respondents indicated that there was significant collaboration among state institutions in the production, sharing and usage of statistical data (Figure 5.7). This is particularly so in MDAs (81.1 percent) and MMDAs (73 percent). Generally, the different areas of collaboration include invitation to and participation in dissemination and validation workshops; organising capacity-building workshops; and setting up memoranda of understanding for sharing of information (data or reports). While collaboration at MDA and MMDA level is in the conduct of census, surveys, analysis and technical/ logistical/ financial support, that of the RCC is solely in the spheres of technical, logistical, and financial support.

Figure 5.7: Nature of collaborations in production of statistics at all levels

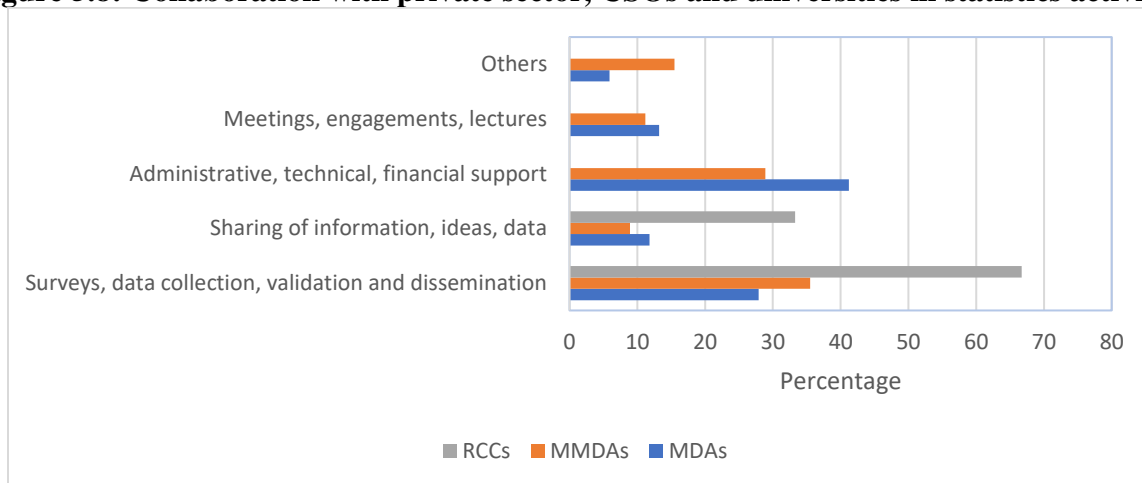


Source: Survey Data, 2016

5.6.2 Collaboration with CSOs, private sector and universities

Collaboration with non-state actors such as CSOs, private sector, universities and research institutions are centred on the areas of technical and financial support, surveys, validation and dissemination; and sharing of information, ideas and data. The majority of MDAs (69 percent) and MMDAs (64.4 percent) collaborate with the private sector, CSOs and universities in the conduct of surveys, data collection, validation and dissemination of statistical data; and received administrative, technical and financial support (Figure 5.8). At the RCC level, the focus of collaboration is in the areas of surveys, data collection, validation and dissemination of statistical data, as well as sharing of information, ideas and data. MDAs and MMDAs also collaborate with the private sector, CSOs and universities through training workshops.

Figure 5.8: Collaboration with private sector, CSOs and universities in statistics activities



Source: Survey Data, 2016

However, data users believe that the level of collaboration between MDAs, RCCs and MMDAs and non-state partners is weak and overly cautious. CSOs in particular noted that while on one hand, state institutions consider them as partners in development when it comes to generation of ideas, and actively engage them in that regard. However, the same institutions are cautious and suspicious when required to share the data. CSOs think that sharing of data should be proactive. It will improve the quality of the partnership if everyone has access to the best information available. The importance of sharing data is also obvious in terms of relevance and timeliness. Often, these institutions are cautious because of incompleteness of the data and also the claims of securing clearance. Delays in data generation can compromise the relevance of the data for driving policy and upholding accountability.

Data users indicated that, investment in statistical activities; improvement in staff retention through a sustained capacity building programme and improving pay packages for experienced statisticians could help address the capacity challenges.

5.7 Summary of chapter

The chapter reviewed the organisational structure and capacity of MDAs, MMDAs, and RCCs for the production of statistics. It noted that the organisational structure of these institutions is generally not set up for statistical activities. More than half of MMDAs do not have an RSIM and none have a unit or department designated for research. Funding for statistics is also a challenge. For instance, the average amount released for statistics as a proportion of the amount requested declined from 85 percent in 2013 to 31 percent in 2015.

In terms of personnel, the average number of staff at the statistics unit was an average of three for MDAs, RCCs and MMDAs, the majority of whom have only HND qualifications. Turnover in the statistics units of RCCs and MMDAs is high, severely limiting the accumulation of knowledge and experience, thus affecting institutional memory. The establishment of a national fund, earmarked specifically for data development and statistical research, has been suggested as a viable way to deal with the problem of funding.

CHAPTER SIX

MAJOR FACTORS AFFECTING STATISTICS PRODUCTION AND ACCESS IN GHANA

6.1 Introduction

Over the last three decades, there has been continuous and growing demand in Ghana for data and statistical services to enhance the development process. The call for development decisions to be underpinned by evidence-based research requires rigorous collection of statistical data as well as a coordinated system to disseminate it. Statistics of good quality are essential for all levels of planning and implementation in order for the MDAs, RCCs and MMDAs to accurately plan and evaluate development activities. Managing the decentralisation of process has been slow, thereby weakening the decentralised system even though it is the foundation of the national statistical system.

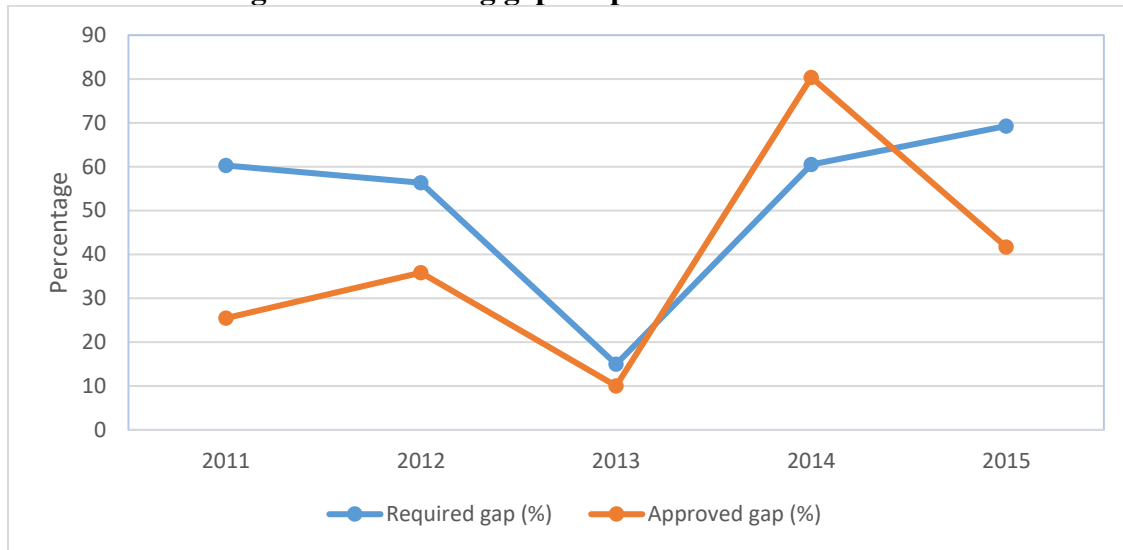
Ghana's statistical system faces a number of challenges. These challenges present at the national level, are more severe at decentralised level. There is a basic challenge of lack of capacity and effort in data production. There are concerns about accuracy of data, insufficient disaggregation and limited availability. Data expected from MDAs, RCCs and MMDAs are usually not produced on time, nor are they frequently produced; they are not sufficiently disaggregated and are of questionable quality and completeness. There have been improvements in the frequency and quality of censuses and household surveys since the early 2000.

6.2 Key challenges

6.2.1 Funding for statistics production

Providing financial resources to support the production, supply and use of statistics for evidence-based policies is crucial for national development. Official statistics are largely public goods and the government remains the main financier of routine statistical activities. However, there is always a gap between what is required, what is approved and what is actually received. In 2011 for example, the gap between what was required and what was received for production of statistics was about 60 percent (Figure 6.1). This declined to less than 20 percent in 2013, but increased to 70 percent in 2015. Similarly, even after approval of a budget for statistics, what is actually received is often far less. In 2014 for example, what was received was 80 percent lower than what was approved to MDAs and MMDAs for the production of statistics. This means that only a fifth of what was approved actually reached MDAs, RCCs and MMDAs for statistical activities.

Figure 6.1: Funding gap for production of statistics



Source: Survey Data, 2016

When expressed as a percentage of GDP, resources are highly insignificant. In 2011, this was estimated at an infinitesimal level of 0.0005 percent (that is, 5 for every million Ghana cedis) of GDP and has declined to 0.0002 percent (that is, 2 for every million Ghana cedis) of GDP in 2015. Discussions with staff in RSIM offices confirmed central government as the major source of funding for statistics production activities. However, some limited funds are received from development partners, including NGOs, and internally generated funds. The challenge with central government funding is the inconsistencies and delays in their releases. In some instances, RSIM officers finance statistical production through their personal resources (out-of-pocket), such as when transportation is not available, or T&T not being provided, but the data have to be collected; and also personal laptops being used.

RSIM staff said lack of timely funding explains why data from these institutions are usually delayed and sometimes incomplete. Fortunately, in recent times, resources are becoming available for statistics from international development partners due in part to the emphasis being placed on development results, but also the fact that they generally need data to manage their own programmes. Many donors are beginning to give attention and priority to developing statistics in developing countries. Since most development projects take place in the jurisdiction of MDAs and MMDAs, there is a need for policies or regulatory instruments that will leverage these investments by donors.

6.2.2 Technological infrastructure

In many institutions, one of the fundamental challenges to the production of statistics is the lack of technological infrastructure. This is seen in terms of software and hardware infrastructure such as statistical applications and computers. Basic modern statistical applications that support production and dissemination of statistics include CSPRO, Blaise software, Epidata, STATA, SPSS, MATLAB, MLwiN, R/Rstudio, and SAS. Production of statistics has evolved and the use of technology to facilitate the production and use of information is much more widespread. Many

data collection institutions now utilise computer-assisted personal interviewing (CAPI) systems and are gradually discarding the traditional paper-based personal interviewing (PAPI) process.

Technological innovation is a powerful driver of the production of good quality and timely statistics. Rapid innovation will continue to characterise data production, and is expected to be faster in emerging economies. However, in Ghana, the use of innovative technology for statistics production is barely present at MDA, MMDA, and RCC levels. Most of these institutions still rely on PAPI for data collection and data are stored mostly in hard-copy registers, questionnaires, and other print format. The use of technology (CAPI) enhances timely dissemination of data, reduces data entry errors, increases availability and accessibility and is less costly over time. The initial investment cost may be high with the acquiring of hardware and software for programming, but over time the marginal cost declines significantly. Moreover, advancements in technology over time also lead to lower replacement costs.

6.2.3 Lack of skilled personnel

Availability of appropriate skills set to undertake statistical activities at MDA and MMDA levels remain limited, aggravated by high staff turnover and attrition. Due to inadequate incentives within government service, there is a difficulty in retaining skilled statistical personnel. This results in inexperienced, less motivated and less dedicated staff in statistics offices over the years.

6.2.4 Weak central coordinating system for statistics

Policy guidelines that provide for a central coordinating system for statistics will help to ensure that statistical agents perform their functions in an ethical, professional, and consistent manner, and in accordance with statutory obligations. Although the GSS has a broad mandate to produce key government statistics, as well providing oversight of all statistical policies and in practices, no central coordinating system for the production, protection and distribution of statistics in Ghana is yet in place. On May 24, 2012, Cabinet gave approval for district statistics officers to be under MMDAs. However, since the decoupling of GSS district offices, the coordinating role of the GSS has weakened. In particular, the coordination between GSS and other sectors is weak, arising out of inadequate legal and regulatory frameworks, and weak capacity at all levels of the MDAs and MMDAs as well as GSS. Overall, there is a limited number of professional statisticians both in GSS and in the MDAs, RCCs and MMDAs.

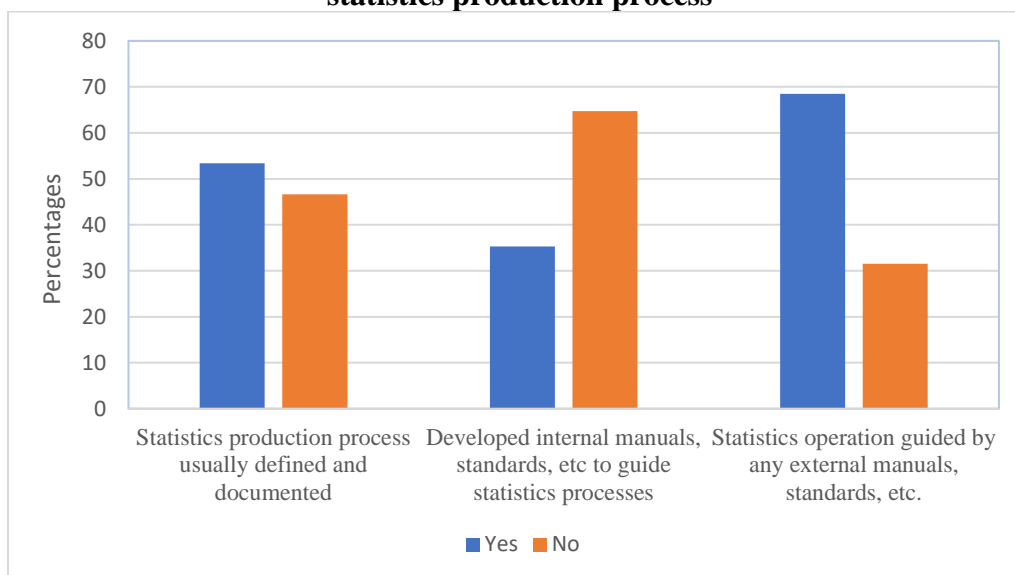
6.2.5 Standardisation of statistical activities

Standardisation of data collection, processing and analysis methods and techniques to harmonise production, supply and use of statistics across the entire statistical system is one way of ensuring reliability and credibility of data quality. Standardisation refers to regularly recommending standardised questionnaires, definitions, indicators and methodologies for data collection at national and decentralised level, and operating a review system that would validate the methodologies adopted for official statistics. In general, there is a need to standardise statistics production processes, be it for population-based surveys (primary data collection systems) or programme monitoring surveys (secondary data collection systems). It is common to find standard methodologies for population-based surveys. However, standardisation is lacking insofar as

definitions of indicators are concerned, creating problems of comparability over time and across sub-national units.

Almost two-thirds of the decentralised units that are the building blocks of statistics production in Ghana do not have or have not developed manuals, standards, principles or classifications to guide the production and management of data and statistics (Figure 6.2). Most of these institutions rely on sponsors of surveys (donors, other development partners) and other programme manuals to guide data collection and analyses. These manuals, definitions and descriptions, in some circumstance, are alien to the context, thus generating data that are difficult to interpret.

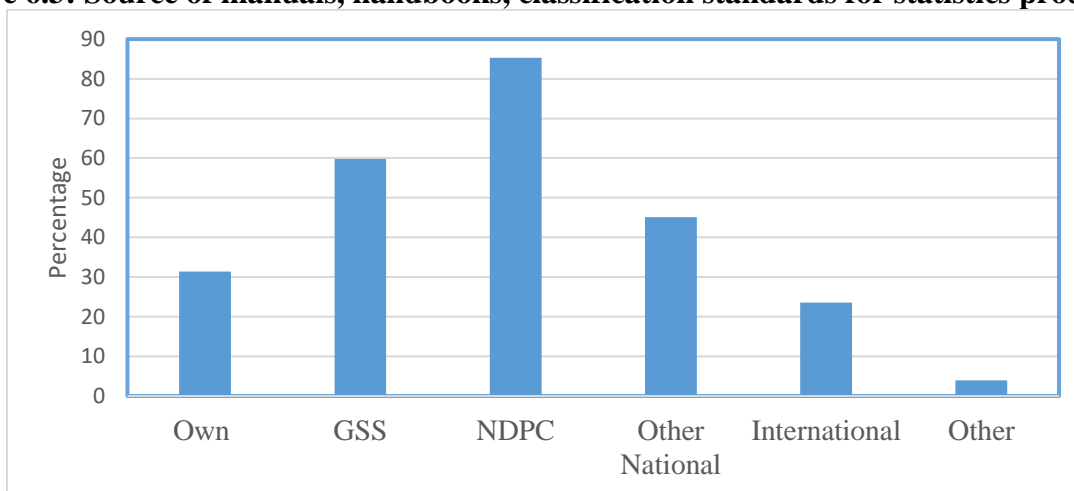
Figure 6.2: Institutions that have developed and are guided by common frameworks for the statistics production process



Source: Survey Data, 2016

Notwithstanding reliance on donor-driven manuals, statistical production and management activities in MDAs, RCCs and MMDAs are also guided by manuals and standards from GSS (Figure 6.3) and monitoring and evaluation (M&E) guidelines from NDPC. A few MDAs and MMDAs have also developed their own manuals to guide statistical production and management. In general, as GSS adopts and adapts international standards and methods to national situations, the expectation is that MDAs and MMDAs also adapt them to the specificities of their disciplines and local realities.

Figure 6.3: Source of manuals, handbooks, classification standards for statistics production



Source: Survey Data, 2016

6.3 Summary of chapter

The chapter reiterated the fact that there is a fundamental challenge with the essential infrastructure of the statistical system, the critical elements required to underpin the production of official statistics in Ghana. This includes the very foundational assets of legislation, policies and governance that provide structure and coordination to the statistical system. Addressing these challenges in a holistic manner is a prerequisite for a robust national statistical system.

CHAPTER SEVEN

CONCLUSIONS AND RECOMMENDATIONS

7.1 Introduction

Ghana's statistical system has been hard pressed to respond effectively to the ever increasing internal and external demands for relevant, reliable, and timely statistics for policy making, development planning and programme evaluation. Given the state of statistical development, monitoring of progress on global, regional and national development agendas has remained a challenge with the country having to limit the number of indicators that were tracked for the MDGs and now the SDGs, and rely on proxies to address some major data gaps. Other challenges include conceptual standards, official definitions/classification structures, etc.; statistical software applications that enable or support statistical production activities; and human resources, recruitment and capacity building.

The rationale for this assessment is to provide a clear situational analysis of Ghana's statistical system at the decentralised institutional level, which is the foundation of the national statistical system. The findings from the assessment indicate that statistics production in Ghana is generally weak at all levels, but especially at the district level, largely due to years of neglect. The report concludes with a framework for monitoring and evaluation of statistical production processes in Ghana and recommends strategies for achieving a strong, coherent, national statistical system.

7.2 Conclusions

The conclusions of the assessment are grouped around:

1. Legal and regulatory framework;
2. Institutional framework;
3. Operational processes and procedures;
4. Resourcing the institutions.

Legal and regulatory framework

The legal and regulatory framework of the NSS mandates GSS to organise a coordinated scheme of economic and social statistics relating to Ghana. All public services and other official or quasi-official organisations or any other organisation are required to collaborate with the Government Statistician in the collection, compilation, analysis and publication of statistical records connected with those organisations. The Statistics Service Law 1985 (PNDC Law 135) also empowers the Government Statistician to request any person to furnish her/him any information, estimates or returns concerning any matter set out in the First Schedule to this Law. In furtherance of the purposes of the law, the Government Statistician may obtain information from any person having the custody or charge of any public records or documents, or of records or documents of any local authority.

However, the legal provision does not fully mandate sectoral agencies and MDAs, RCCs and MMDAs to collect and compile statistics for GSS. The law does not make the compilation of statistics compulsory, continuous, and universally permanent across the country. Coordination of statistics

production is further constrained by the absence of a national policy on statistics, which would define the roles and responsibilities of key institutions and provide some guidance on strengthening collaboration and coordination among MDAs, RCCs and MMDAs.

Institutional framework

Institutional capacity, in terms of structures and staffing for statistics production, is generally weak. Generation of statistics is treated only as incidental to implementation of programmes and projects and not as an essential fundamental feature in the institutional arrangement. These institutions do not have research and statistics departments or units. In institutions where they exist, RSIM units are understaffed, have low morale, and are poorly incentivised, leading to high staff turnover.

In general, these institutions compile and submit data only on request and coordination is weak across and within levels, vertically and horizontally. Effective institutional coordination would entail structured communication and uniform processes and practices at every level, with roles clearly defined, and set periods for data collection and reporting from district to regions and to a national database.

Operational processes and procedures

Data generated at different levels of operation lack the required degree of coherence, consistency, and comparability across levels, space and time. International principles, methods and standards governing official statistics are not being systematically adopted by all relevant institutions. Moreover, few of the data produced are guided by any operational standards and guidelines to condition the way statistics are produced at the lowest administrative or service delivery levels, as well as how they are aggregated for the district, regional and national estimates.

Also, there are significant gaps and delays in the release of data largely due to weaknesses in the processes and procedures for data generation, which further undermine the potential value and use of official statistics. Although the various institutions of the national statistical system generate some data, the range of their activities vary, and the data are not being routinely analysed, compiled and made widely accessible to all users. Data dissemination does not seem to form an integral part of the practices of statistics units of the government agencies production cycle. Further, the collection, processing, analysis and dissemination of official statistics are rarely monitored and subjected to effective quality assurance and validation procedures.

Resourcing the institutions

Resources for institutional development in Ghana are generally inadequate, but those for statistics are notably weaker and sometimes non-existent. A strong statistical system should be universal, coherent, and compulsory (non-discriminatory as well as ensuring confidentiality of information). The system should have universal coverage and provide statistics on the entire human and non-human population of the country in every geographical and social community. However, the statistical system is severely affected by the lack of ICT logistics, vehicles, personnel and funding. The government is the main sponsor of statistics production at the decentralised level but the funds provided is insufficient, inconsistent and irregular. ICT resources are obsolete and broken down. Staff numbers for statistics are

woefully inadequate with a high staff attrition, thus hampering the accumulation of institutional memory.

7.3 Recommendations

1. Institutionalise statistics production

A broad-based and perhaps foundational recommendation emanating from this assessment is the need for a creative solution to institutionalise statistics production activities at the decentralised level. This could be approached through a review of the policy and legal framework for statistics production to make it mandatory for all public institutions to produce, store and provide statistics for policy making.

2. Establish a multi-sectoral coordinating agency

There should be a multi-agency coordinating system that reflects the multi-sectoral nature of the NSS, to guide the manner in which statistics are produced under the coordination of the GSS. Such a system will define institutional roles and responsibilities, outline coordination mechanisms and stipulate levels of accountability.

3. Strengthen the capacity of GSS for effective coordination of the decentralised statistical system

GSS should be positioned to effectively coordinate the National Statistical System. This will entail defining the roles and responsibilities for all actors in the system, outlining coordination mechanisms, and stipulating levels of accountability. GSS should also be strengthened to lead system wide capacity development efforts and to provide technical oversight for public and private institutions that produce and use statistics.

4. Adapt legal framework to reflect international standards

Review and adapt the legal frameworks governing statistics production to reflect international standards and requirements, including conventions and frameworks of which Ghana is a signatory. The review should also provide standard conceptualisations and definitions for data collection protocols. It should resolve inconsistencies, contradictions and contentions associated with subnational level surveys, and emphasise the legal mandate for MMDAs and MDAs to compile statistics.

5. Invest in financing of statistics production

The government needs to establish a stable funding arrangement for statistical activities. The major financial contributors for statistical activities in Ghana are the government, development partners and resources generated internally, which do not amount to much for many MMDAs. There is very limited private sector involvement in funding production of statistics for the public in Ghana. The insufficiency of financial resources constitutes an impediment to building a strong NSS. It needs to be clearly recognised that the cost of basing decisions on inadequate statistics can be very high. An effective statistical system will pay for itself many times over by improving the allocation of available funds and ensuring greater effectiveness of public expenditure.

Another way of ensuring availability of funds, especially at the sub-national levels is to allow MDAs, RCCs, MMDAs to retain a certain percentage of the revenue they generate, purposely for statistics.

6. Invest in ICT for statistics production

Appropriate basic ICT infrastructure is necessary for producing data, developing statistical products, harness the benefits of administrative data sources, and increase sharing of knowledge across all sectors and institutions. Therefore, increased investment in the development of ICT software and hardware infrastructure in statistics production and management is required. In particular, properly functional ICT platforms will enhance efficiency in the collection; and ensure that data from diverse sources are available to everyone working from different perspectives on a single but multi-faceted problem.

7. Institutionalise monitoring and evaluation in data production at all levels

The constituents of the national statistical system should institutionalise monitoring and evaluation of the data production processes within their various institutions, as part of their routine M&E programme. Additionally, special reviews would need to be conducted to assess the state of development of the agency's statistical system. GSS and NDPC, in consultation with the relevant cross-sectoral group, should develop a results matrix for tracking progress in the production of quality data and responsiveness of the system to data users. Moreover, data generated from these institutions must be subjected to the quality assessment framework that GSS is to adopt.

7.4 Proposed short-, medium- and long-term actions

Specific actions to be pursued over the short, medium and long term are presented below.

Short-term

1. Reform Ghana Statistical Service (GSS) to effectively coordinate the National Statistical System (NSS).
2. Enact a new Act to make it legally binding for all public institutions to generate, analyse, store and share disaggregated data with stakeholders.
3. Implement a long-term commercialisation plan for GSS with a Commercial Unit.
4. Implement a long-term statistical literacy programme to enhance the capacity of users of statistical data

Medium-term

1. Institutionalise dialogue between professional scientific organisations and MDAs, RCCs and MMDAs to facilitate exchange of experiences and ideas in the scientific field of statistics production.
2. Establish and equip units/departments specifically for the production of statistical data.
3. Implement programmes to build the capacity of RSIM and staff of statistical units.
4. Institute a well structure purpose oriented sabbatical and internship programme to enhance institutional capacity and succession for various positions within the national statistical system.

Long-term

1. Establish quality control mechanisms and open data systems, and set up accountability mechanisms for improving data quality.
2. Develop and harmonise all national indicators for data collection and processing.
3. Develop software for data collection, storage, archival and retrieval
4. Establish a common database system, standards and manuals for all MDAs/ RCCs/MMDAs/ to ensure uniform indicators are used to measure performance, and for effective monitoring and evaluation.
5. Implement a programme to ensure the statistical units of the Local Government Service Secretariat (LGSS) are staffed with persons of appropriate background.

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APPENDIX 1: Survey Instrument for MMDAs, MDAs and RCCs

NATIONAL DEVELOPMENT PLANNING COMMISSION

STRENGTHENING STATISTICS IN NATIONAL DEVELOPMENT PLANNING AN ASSESSMENT QUESTIONNAIRE

INFORMATION AND INSTRUCTIONS FOR COMPLETING QUESTIONNAIRE

Introduction

Statistics play a vital role in national development. The power of statistics is recognised in their use which spans the design and implementation stages of national policy frameworks. Statistics are also deployed to monitor progress towards both national and international agenda. To better understand the operations of the country's statistical system with respect to the production and use of data and the links between the organisation of the system and inter-linkages across the various operational levels, NDPC in collaboration with Ghana Statistical Service, is undertaking this statistical assessment. The data collected through this questionnaire are vital for overall policy formulation, planning, monitoring, evaluation and reporting of Ghana's development.

Objective

The overall objective of the survey is to assess the state of statistical development, the availability of quality data within the decentralised planning system, and the requirements for evolving a dependable and well-coordinated national statistical system, with the effective involvement of national and sub-national agents.

The results of the assessment will form an integral part of the overall strategies of the Long-Term National Development Plan, 2018-2057. It is therefore necessary that the responses to the questions be as candid, specific and detailed as possible so that the actual state of statistics development and the challenges can be accurately captured.

Confidentiality

The information from this questionnaire will be kept strictly confidential.

Who Should Complete the Questionnaire

The questionnaire is being administered at three operational levels: the national level by sector (MDAs), the regional level (RCCs), and the district level (MMDAs). At every level, the expectation is that the questionnaire shall be completed by the team that is ordinarily responsible for planning, statistics and monitoring and evaluation (M&E).

The questionnaire should be completed in a meeting of such teams; i.e., the Sector Planning Team, the Regional Planning Team and the DPCU, respectively. In the absence of such a group, one should be constituted to compile the responses to the questions. It is important that as many members as possible of the respective teams participate in this exercise.

The questionnaire should be completed in full and submitted electronically to statistics.survey@ndpc.gov.gh and charles.konglo@ndpc.gov.gh. Please provide any additional comments you might have on the accompanying blank sheets. Please return the completed questionnaire by 10th November 2016.

Feedback

If you experience any problems completing this *questionnaire*, please contact:

Dr. Ferdinand Ahiakpor ferdinand.ahiakpor@ndpc.gov.gh 0200887146
 Dr. Isaac Osei-Akoto iokwame@yahoo.co.uk 0244471328
 Mr. Charles Konglo charles.konglo@ndpc.gov.gh 0275513174

Please be sure to request the electronic file to be sent to you, if you have not received one.

SECTION 1: BACKGROUND INFORMATION ON THE SELECTED MDAS AND MMDAS	
[For official use only]	
1.1 Region:	Code
1.2 MDA/RCC/MMDA :	Code:
1.3 Year MDA/RCC/MMDA was established:	
1.4 Name of Contact Person:	
Email:	
Telephone/Mobile No(s):	
1.5 Designation of Officer:	
1.7 Department/Directorate/Unit:	

SECTION 2: POLICY, LEGISLATION AND REGULATORY FRAMEWORK			
2A. LEGAL FRAMEWORK			
Is there any legal framework (Law/Act/Legislative Instrument, Constitutional Instrument, Executive Instrument, etc.) that governs the operations of the institution? <i>[Please indicate as appropriate and state name and year of enactment]</i>			
Legal Framework	Yes or No	Name/Title	Year of Enactment
Law/Act//Legislative Instrument	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Constitutional Instrument	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Executive Instrument	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Policy	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Other [please specify]:			
Is there any provision in the Act governing planning, monitoring and evaluation, statistical and/or research operations at your organisation? <i>[Tick whichever of these apply and specify the clauses]</i>			
Activity	Yes or No	Specific clause(s):	
Planning	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Monitoring	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Evaluation	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Statistics	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Research	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Other [please specify]:			
.....			
.			
<i>If there are no provisions skip to Q.5</i>			
How adequate are the provisions in the legislation for the research, production and use of statistics in your institution?		Fully adequate <input type="checkbox"/>	
		Somewhat adequate <input type="checkbox"/>	
		Totally inadequate <input type="checkbox"/>	

To what extent are the provisions of the policy/legal framework being applied in the management and operations of the institution?	Fully applied <input type="checkbox"/> Partly applied <input type="checkbox"/> Hardly any applied <input type="checkbox"/>	
What specific provisions would be required to make the legislation adequate for research, production and use of statistics in your institution?		

SECTION 2B: ORGANISATIONAL STRUCTURE		
1.	Is there a unit (Department, Division, Section etc.) responsible for Research, Statistics and Information Management (RSIM)? Yes = <input type="checkbox"/> No <input type="checkbox"/> [If no, skip to Q.2]	If yes, indicate the name of the unit in full _____
2.	Is there a separate unit for statistics? Yes <input type="checkbox"/> No <input type="checkbox"/> [If no, skip to Q.4]	If, yes indicate the number of staff Female _____ Male _____ Total _____
3.	What is the functional title (designation) and sex of the head of the Statistics Unit?	Designation: _____ Sex: Female: <input type="checkbox"/> Male: <input type="checkbox"/>
4.	Is there a separate unit for Research? Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.6]	If, yes indicate the number of staff Female _____ Male: _____ Total _____
5.	What is the functional title (designation) and sex of the head of the Research unit?	Designation: _____ Sex: Female: <input type="checkbox"/> Male: <input type="checkbox"/>
6.	Is there a separate unit for Information Management? Yes <input type="checkbox"/> , No <input type="checkbox"/> [if no skip to Q.8].	If, yes indicate the number of staff Female: ____ Male: _____ Total _____
7.	What is the functional title (designation) and sex of the head of the Information Management unit?	Designation: _____ Sex: Female: <input type="checkbox"/> Male: <input type="checkbox"/>
8.	Is there a unit (Department, Division, Section etc.) responsible for Monitoring and Evaluation? Yes <input type="checkbox"/> , No <input type="checkbox"/> [if no skip to Q.9]	If, yes indicate the number of staff Female: _____ Male: _____ Total _____
9.	What is the functional title (designation) and sex of the head of the Monitoring and Evaluation unit?	Designation: _____ Sex: Female: <input type="checkbox"/> Male: <input type="checkbox"/>
10.	IF THERE IS NO SEPARATE UNIT FOR STATISTICS OR RSIM, is there a unit or group responsible for statistical activities of the institution, and how many staff are involved?	
	UNIT <input type="checkbox"/> GROUP/TEAM <input type="checkbox"/>	
	Name of Unit/Group: Number of staff: Female: ____ Male: _____ Total _____	
	Is the group fixed, ad hoc, multi-sectoral, within a department, inter-departmental, etc.?	

		Tick all that apply	Please specify membership (departments, sectors, units involved)
	Fixed	<input type="checkbox"/>	
	Ad hoc	<input type="checkbox"/>	
	Within a department	<input type="checkbox"/>	
	Inter-departmental	<input type="checkbox"/>	
	Multi-sectoral,	<input type="checkbox"/>	
	Task specific	<input type="checkbox"/>	
	Other (specify):		

SECTION 2C: OPERATIONAL LINKAGES WITH GHANA STATISTICAL SERVICE (GSS)

1.	What kind of collaboration does the institution have with GSS in the performance of its statistics functions?		
	Obtain data from GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Provide data directly to GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Receive technical support from GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Obtain and use GSS manuals, guidelines or classifications	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Obtain and use GSS maps, sampling frame	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Obtain data collection/processing equipment from GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Receive training from GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Undertake market reading for GSS	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____
	Participate in other GSS data collection activities	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, indicate frequency: Monthly _____ Quarterly ___ Annually _____ Ad hoc _____ Other (specify) _____

SECTION 3: ASSESSMENT OF STATISTICAL CAPACITY OF MDAs, RCCs AND MMDAs

3A. STAFF CAPACITY

What is the level of qualification of staff at the RSIM and PPME units (departments/divisions/sections)?			
	Qualification	Number	Sex Composition (Number)

i. HND		Female: ____ Male: ____.	
ii. First degree		Female: ____ Male: ____.	
iii. Masters/ PhD		Female: ____ Male: ____.	
iv. Other (specify)		Female: ____ Male: ____.	

What are the areas of specialisation of staff at the RSIM and PPME units (departments/divisions/sections)?

Specialisation	Number	Sex composition (Number)	
Statistics		Female: ____ Male: ____	
Demography/Population Studies		Female: ____ Male: ____	
Economics		Female: ____ Male: ____	
Mathematics		Female: ____ Male: ____	
Sociology		Female: ____ Male: ____	
Planning		Female: ____ Male: ____	
Monitoring and Evaluation		Female: ____ Male: ____	
Communications		Female: ____ Male: ____	
Other (specify)			

What is the qualification and area of specialisation of individual staff at the statistics unit (departments/divisions/sections) or the unit/group responsible for statistical activities?
[Please complete table below. Insert additional lines if necessary]

Staff Designation	Sex:	Qualification	Area of Specialisation
1.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
2.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
3.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
4.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
5.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
6.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
7.	Female <input type="checkbox"/> Male <input type="checkbox"/>		
8.	Female <input type="checkbox"/> Male <input type="checkbox"/>		

9.	Female <input type="checkbox"/> Male <input type="checkbox"/>			
10.	Female <input type="checkbox"/> Male <input type="checkbox"/>			
Does the institution have any guidelines on recruiting staff for statistics activities?		Yes <input type="checkbox"/> No <input type="checkbox"/>		
Is there a programme for building the capacity of staff of the statistics unit?		Yes <input type="checkbox"/> No <input type="checkbox"/> [If no, skip to Q.6]		
If yes, how many of the staff have benefited from such training in the last five (5) years?		Total: _____ Female: _____ Male: _____		
During the past five (5) years, how many of the officers were (lost) posted out of or resigned from the unit, or were deceased, if any?				
Posted (transferred, reassigned, seconded) Total: _____ Female: _____ Male: _____		Resigned Total: _____ Female: _____ Male: _____		Deceased Total: _____ Female: _____ Male: _____
During the past five (5) years, how many new officers were (received) posted and recruited into the statistics unit?				
Posted (transferred, reassigned, seconded) Total: _____ Female: _____ Male: _____		Recruited Total: _____ Female: _____ Male: _____		
In what ways has the movement of staff affected the performance of the statistics unit with respect to data production and use?				
	Significantly Improved	Improved	Same as Before	Worsened
Collection of data				
Compilation of statistics				
Analysis of data				
Statistics publication				
Dissemination of statistical information				
Responding to requests for data				

3B. OFFICE ACCOMMODATION			
1. Are there office accommodation and related facilities for a designated Statistics, Research and Information Department/Directorate/Unit of this MDA/RCC/MMDA for the following uses?			
Office	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)
Data storage	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)
Conference and meeting rooms available whenever needed by the unit	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)
2. Is the conference and meeting room for exclusive use of RSIM or for multiple use (various users)?			Exclusive use <input type="checkbox"/> Multiple use <input type="checkbox"/>
3. Is there any office accommodation for the designated M&E staff of this MDA/RCC/MMDA for the following uses?			
Office	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)
Data storage	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)
Conference and meeting rooms available whenever needed by the unit	Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, state the number of rooms: _____	How many additional rooms are required: _____ (Write '0' if adequate)

3C. EQUIPMENT: ICT, AIR CONDITIONERS, FURNITURE AND VEHICLES AT THE STATISTICS, RESEARCH AND INFORMATION DEPARTMENT/DIRECTORATE/UNIT OF THIS MDA/RCC/MMDA							
1. Which of the following equipment is available at the Statistics, Research and Information Management unit?					2. Which of the following software and other IT-related systems is used in statistical operations in this institution? Indicate the number of staff who can use them effectively?[tick all that apply]		
	Equipment	Number Existing	Number in Working Condition	Number Required	Software	Tick	No. of Staff
	Desktop Computer				SPSS	<input type="checkbox"/>	
	Laptop				SAS	<input type="checkbox"/>	
	Printer				STATA	<input type="checkbox"/>	
	Scanner				ACCESS	<input type="checkbox"/>	
	Fax machine				Excel	<input type="checkbox"/>	
	Photocopier				CSPRO	<input type="checkbox"/>	
	Other (list more as may apply)				PC-Axis	<input type="checkbox"/>	
	Vehicles (Specify type)				Other (please name)	<input type="checkbox"/>	
	Four-wheel drive (4x4) vehicle						

	Pick-up vehicle						
	Saloon car						
	Motorbike						
	Bicycle						
	Other (specify):						
	Office Furniture						
	Tables						
	Chairs						
	Air Conditioners						

SECTION 4: PRODUCTION OF DATA

1. Which of these data collection activities does your institution undertake? [*Tick all that apply*]

a. Census Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, how many were conducted within the last five years? _____
b. Sample surveys Yes <input type="checkbox"/> , No <input type="checkbox"/>	If yes, how many were conducted within the last five years? _____
c. Other (specify)	If yes, how many were conducted within the last five years? _____

CENSUSES

2. List the type of censuses conducted within the last five years by the institution (and state the unit of collection - individual, household, business, housing unit, farm holding, etc.; title; year(s) of census; year of publication of results)

Title	Unit	Year of Census	Year of Publication	Frequency (annual, biennial, etc.)

3. Indicate the level of involvement of the statistics unit in the following stages of the most recent census

	1 = None	2 = Minimal involvement	3 = Average Involvement	4 = Considerable involvement	5 = Full involvement
Census planning					
Questionnaire design					
Recruitment					
Training					
Supervision and monitoring of fieldwork					
Data processing					

Report writing					
Dissemination					

4. Did the institution engage the services of a consultant/consulting firm in undertaking the census?
 Yes , No [If no, skip to Q.6]

5. If yes, indicate the activities for which the consultant/consulting firm was engaged?	Activities:

6. Was the census funded by the government wholly, partly or not at all? Wholly Partly Not at all

7. Which departments in your institution have used the results of the most recent census and for what purpose?	8. To which other institutions and stakeholders have you provided the results of the most recent census?
--	--

Department	Purpose	Institution:

SAMPLE SURVEYS

9. List the types of survey conducted within the last five years (state unit of collection - individual, household, business, housing unit, farm holding, etc., title, year(s) of survey, year of publication of results)

Title	Unit	Year of Survey	Year of Publication	Frequency (quarterly, annual, biennial, etc.

10. Indicate the level of involvement of the statistics unit in the following stages of the most recent sample survey

	1 = None	2 = Minimal involvement	3 = Average Involvement	4 = Considerable involvement	5 = Full involvement
Survey planning					
Sample design and selection					
Questionnaire design					
Recruitment					
Training					
Supervision and monitoring of fieldwork					
Data processing					
Report writing					
Dissemination					

11. Did the institution engage the services of a consultant/consulting firm in undertaking the sample survey?

Yes , No [If no, skip to Q.13]

12. If yes, indicate the activities for which the consultant/consulting firm was engaged?

Activities:

13. Was the sample survey funded by the government wholly, partly or not at all? Wholly Partly Not at all

14. Which departments of the institution have used the results of the most recent sample survey and for what purpose?

15. To which other institutions and stakeholders have the results of the most recent sample survey been provided?

Department	Purpose	Institution:

16. Has the statistics unit participated in a survey conducted by another government institution, a civil society organisation, private sector and international organisation? Yes , No [If no, skip to Q.18]

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17. If yes, state the title, year of survey and the partner organisation

Title	Year of survey	Organisation

18. For the last survey, in what form and medium are the data made available to stakeholders?	Final report	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Statistical tables	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Summary statistics and indicators	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Micro dataset	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Other (specify): _____			

19. Does the institution keep a catalogue of users/stakeholders who request the results of your sample surveys? Yes , No

--	--	--	--	--

20. Does the institution have a mechanism for obtaining feedback from users of your survey results? Yes , No
[If no, skip to Q.22]

--	--	--	--	--

21. If yes, what mechanism is used, how often and when was the information last compiled? [Tick all that apply]

User satisfaction survey	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	Year :
Suggestion box	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	Year :
Complaints desk	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	Year :

Other forms (specify):	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____	Year :
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REGISTRATION

22. Do the activities/functions of the institution involve registering of entities such as individuals, households, housing units, farm holdings, businesses, schools, markets, etc.? Yes , No [If no, skip to Q. 36]

23. If yes, what entity is registered and where does the registration take place?

	Tick what applies	At the office (within the organisation)	Facility based (outside office)	Field registration	Online registration	Other (specify)
Individuals	<input type="checkbox"/>					
Households	<input type="checkbox"/>					
Housing units	<input type="checkbox"/>					
Farm holdings	<input type="checkbox"/>					
Businesses	<input type="checkbox"/>					
Schools	<input type="checkbox"/>					
Markets	<input type="checkbox"/>					
Others (specify)	<input type="checkbox"/>					

24. What tools are used to guide and/or collect the information?

	Tick what applies	Printed (hard copy)	Electronic (mobile devices, online, Computer Assisted Paperless Interview (CAPI))	Both
Forms/templates	<input type="checkbox"/>			
Manuals	<input type="checkbox"/>			
Guidelines	<input type="checkbox"/>			
Coding instructions	<input type="checkbox"/>			
Register	<input type="checkbox"/>			

25. How is the collected information stored? [Tick what applies]	Bound register	<input type="checkbox"/>
	File of completed forms	<input type="checkbox"/>
	Electronic database	<input type="checkbox"/>
	Others (specify)	<input type="checkbox"/>

26. Is the information in the register processed, compiled, analysed, published and disseminated? Yes , No

27. If yes, how often and when was the information last processed, compiled, analysed, published and disseminated?				
	How often?			Year
Processed	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____			
Compiled	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____			
Analysed	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____			
Published	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____			
Disseminated	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____			
28. In what form and medium are the data made available to stakeholders?	Final report	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Statistical tables	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Summary statistics and indicators	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Micro dataset	In print <input type="checkbox"/>	CD/USB <input type="checkbox"/>	Website <input type="checkbox"/>
	Other (specify): _____			
29. Is there a mechanism for verifying/confirming some information provided in the register? Yes <input type="checkbox"/> , No <input type="checkbox"/>				

30. If yes, what mechanism is used?				
Check information against official documentation	<input type="checkbox"/>			
Internal consistency checks	<input type="checkbox"/>			
Field visits (spot checks)	<input type="checkbox"/>			
Others (specify)	<input type="checkbox"/>			

31. Is there a requirement for registrants to report changes in the characteristics earlier provided for the register? Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q. 34]				
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32. If yes, how often is information on the different types of register updated?				
Type of register (list)	How often? [Daily, weekly, monthly, annually, never.]			

33. If never, state the reason(s) why the register is not being updated

.....

.....

.....

.....

.....

34. What are the means for getting current information to update the register with respect to:

a) Deletion of records that are no longer valid?	b) Modification of information in the records that have changed

35. Indicate the level of involvement of the statistics unit in the processing, compilation, analysis, publication and dissemination of registration data

	1 = None	2 = Minimal involvement	3 = Average Involvement	4 = Considerable involvement	5 = Full involvement
Processing					
Compilation					
Analysis					
Publication					
Dissemination					

ADMINISTRATIVE DATA PRODUCTION AND USE

36. Do you undertake any of the following activities to generate administrative data [Tick all that apply]? And if so, how often?

		How often?	Specify title of form/data item
Administer forms/ data collection template	<input type="checkbox"/>	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	
Administer forms for service requisition/ provision	<input type="checkbox"/>	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	
Routine measurement of	<input type="checkbox"/>	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify) _____	

institution's inputs, outputs, products and services			
Others (specify)	<input type="checkbox"/>	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____	

37. Is the information processed, compiled, analysed, published and disseminated? Yes , No [If no, skip to Q.39]

38. If yes, how often and when was the information last processed, compiled, analysed, published and disseminated? [Tick all that apply]

Processed	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____
Compiled	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____
Analysed	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____
Published	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____
Disseminated	<input type="checkbox"/>	How often? Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (specify)_____

39. In what form and medium are the data made available to stakeholders?

	In print	CD/USB	Website	Media (print and electronic)
Performance/progress reports				
Statistical reports				
Statistical tables (not analysed)				
Summary statistics and indicators				
Fact sheets				
Bulletins/brochure				
Others (specify): _____				

40. Is there a mechanism for verifying information obtained through administrative sources? Yes , No [If no, skip to Q.42]

41. If yes, what mechanism is used? [Tick all that apply]	Check information against official documentation	<input type="checkbox"/>
	Internal consistency checks	<input type="checkbox"/>
	Field visits (spot checks)	<input type="checkbox"/>

		Other (specify) _____	
42. How are the administrative data that are collected stored? [Tick all that apply]			
Electronic database		<input type="checkbox"/>	
File of completed forms		<input type="checkbox"/>	
Central repository system (electronic)		<input type="checkbox"/>	
Central repository system (paper base)		<input type="checkbox"/>	
Others (specify)			
43. What is the process for assembling and aggregating data from the facility/service delivery level (of the MDA) to the national level? [Tick all that apply]			
	[Tick all that apply]	Add comments on any variations (or specific level)	
Individual forms are sent from service point to central office (at district or regional or national level)			
Data processed at district/regional/national office			
Data certified at district/regional/national office			
Data transmitted from district to regional level			
Data aggregated at regional level			
Data transmitted from region to national level			
Data aggregated at national level			
Data cleared for dissemination (state at what level)			
Other steps (specify)			
44. How long does the process take from the transmission of data from the service point to being cleared for dissemination? _____ weeks/months (select as applicable)			
45. Is a district or regional office of the MDA authorised to provide data generated by the office <u>directly</u> to its key stakeholders without recourse to the national office? Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.47]			
46. If yes, to which institution(s) may data be provided? [Tick all that apply]			
Any government institution <input type="checkbox"/> GSS <input type="checkbox"/> Respective MMDA <input type="checkbox"/> Corresponding RCC <input type="checkbox"/> Other <input type="checkbox"/>			
Specify _____			
47. Under what conditions is the MDA District/Regional Officer permitted to share data processed at the district or regional level?			
.....			
.....			
.....			
.....			
.....			
48. How does the institution use the data obtained through the administrative process? [Tick all that apply]			
Day-to-day decision making			
Policy making			
Planning			

Preparing monitoring reports			
Performance assessments			
Research			
Advocacy			
Others (specify)			

49. What are the major quality concerns about the administrative data that are collected?

50. Does the institution disaggregate all or some of the data collected or compiled? Yes , No [If no, skip to Q.52]

51. If yes, what is the extent of disaggregation by sex, age, locality, etc.?

Disaggregation	All the time	Most of the time	Sometimes	Hardly ever	Never
Sex					
Age					
Type of locality (urban/rural)					
Other (specify)					

52. Indicate the level of involvement of the statistics unit in the processing, compilation, analysis, publication and dissemination of administrative data

	1 = None	2 = Minimal involvement	3 = Average Involvement	4 = Considerable involvement	5 = Full involvement
Processing					
Compilation					
Analysis					
Publication					
Dissemination					

53. To what extent does decision making in this MDA/RCC/MMDA rely on statistics?

Little to none <input type="checkbox"/>	Infrequently (less than 25 percent) <input type="checkbox"/>	Frequently (about 50 percent) <input type="checkbox"/>	More often than not (about 75 percent) <input type="checkbox"/>	Almost always <input type="checkbox"/>
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SECTION 5: INDICATOR FRAMEWORKS THAT GUIDE DATA PRODUCTION AND MANAGEMENT

1. Are the processes of data production, analysis, archiving, and dissemination clearly defined and documented by the institution?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, go to 3]
2. If yes, is all the documentation accessible to the public?	Yes <input type="checkbox"/> , No <input type="checkbox"/>

3. Has the institution developed manuals, standards, principles, classifications, etc. to guide the production and management of data and statistics?		Yes <input type="checkbox"/> , No <input type="checkbox"/>
4. Are the statistical operations guided by any manuals, handbooks, classification standards, principles, etc.?		Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.6]
5. If yes, indicate which of these apply:	Tick all that apply	Name of manual
Own manuals	<input type="checkbox"/>	
GSS manuals	<input type="checkbox"/>	
NDPC manuals	<input type="checkbox"/>	
Other national manuals	<input type="checkbox"/>	
International manuals	<input type="checkbox"/>	
Others (specify):	<input type="checkbox"/>	
6. Has the institution developed a set of indicators to track performance with respect to its core mandate?		Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.8]
7. If yes, provide (attach) the list of these indicators.		
8. Is the institution required to provide data on an agreed set of indicators specific to the sector, district, region, and/or country?		Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.10]
9. If yes, provide (attach) the list of these indicators.		

SECTION 6: DATA STORAGE AND MANAGEMENT

1. Does the institution maintain a central database on the statistics and indicators compiled by the institution?		Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.7]
2. If yes, in which year was it established?	Year:	
3. Which programming software drives the database?	Software:	
4. How often is the database updated?	Once a year <input type="checkbox"/>	
	Twice a year <input type="checkbox"/>	
	Quarterly <input type="checkbox"/>	
	Other (please specify)	
5. What are the modes of dissemination of the statistics and indicators? In print <input type="checkbox"/> CD/USB <input type="checkbox"/> Website <input type="checkbox"/> Other _____ (specify)		
6. Are the indicators reported in the national Annual Progress Report (APR) stored in the central database or maintained separately? In a central database <input type="checkbox"/> [Skip to Q.11] In a separate database <input type="checkbox"/> Not in a database <input type="checkbox"/> [Skip to Q.11]		
7. Does the institution maintain a database on the set of indicators reported in the APR?		Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.11]
8. If yes, in which year was it established?	Year:	

9. Which programming software drives the database?		Software:	
10. How often is the database updated?		Once a year <input type="checkbox"/>	
		Twice a year <input type="checkbox"/>	
		Quarterly <input type="checkbox"/>	
		Other (please specify)	
11. Has the institution ever revised data provided for a specific period for the national Annual Progress Report (APR)?			Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.23]
12. If yes, how often did this happen?	Once a year <input type="checkbox"/> [If once a year Q.23]	Twice a year <input type="checkbox"/>	More than twice a year <input type="checkbox"/>
13. If twice or more, what accounted for the repeated revisions?			
14. Are there standard procedures for revising and communicating the changes in APR data?			Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.25]

15. If yes, briefly describe these procedures.
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16. Indicate the level of involvement of the statistics unit (or group responsible for statistics) in the preparation of the sector/district Annual Progress Report (APR) on the implementation of respective medium-term plans					
	1 = None	2 = Minimal involvement	3 = Average Involvement	4 = Considerable involvement	5 = Full involvement
Identification/selection of indicators for the APR					
Collection of data					
Computation of the indicators					
Analysis and validation of data					
Drafting and validation of report					
Dissemination of APR					

17. Explain why no database has been set up to manage the data generated annually/quarterly for reporting progress on the medium-term plans (sector/MMDA/region)
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SECTION 7: RESOURCE MOBILISATION AND BUDGET

1. Is there a separate budget line for statistics activities in the institution's GoG budget? Yes , No [If no, skip to Q.3]

2. If yes, provide information on budget submitted, approved and released

Budget Approved and Released to the Department/Directorate/Unit (GH¢)

YEAR	Statistics budget submitted to institution (Amount)			Month of first release in the year
	Amount Required by statistics unit	Amount approved in the budget	Amount actually released	
2011				
2012				
2013				
2014				
2015				

3. If no, how much of the institution's budget was allocated for statistical activities?

2011 _____ 2012 _____ 2013 _____ 2014 _____
 2015 _____

4. Apart from public funding, did your Department/Directorate/Unit receive financial support from any private sector institutions or development partners during the period 2011-2015 (please tick all that apply)?
 Private Sector: Yes , No
 Development Partners (Donors): Yes , No

5. Apart from public funding, did your Department/Directorate/Unit receive technical support from any private sector institutions or development partners during the period 2011-2015?
 Private Sector: Yes , No
 Development Partners (Donors): Yes , No

SECTION 8: ADVOCACY AND COLLABORATION WITH OTHER MDAs, RCCs AND MMDAs

1. Does the institution collaborate with other MDAs/RCCs/MMDAs in sharing and using statistical data? Yes , No [If no, skip to Q.3]

2. If yes, indicate the nature of collaboration

3. Does the institution collaborate with other MDAs/RCCs/MMDAs in the production of statistical data?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.5]
4. If yes, indicate the nature of collaboration _____	
5. Does the institution collaborate with any research institution or the universities, private sector and civil society organisations in the production, use and dissemination of statistical data?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.7]
6. If yes, indicate the nature of collaboration _____	
7. How will you describe the level of advocacy for data and statistics at this MDA/RCC/MMDA? High <input type="checkbox"/> , Medium <input type="checkbox"/> , Low <input type="checkbox"/> , Not At All <input type="checkbox"/> Skip to SECTION 9	
8. List major advocacy activities that the institution has jointly undertaken with CSO, private sector, research institutions, universities, MDAs/RCCs/MMDAs or other institutions during 2015?	
Institution	Advocacy Activities Undertaken
CSO	
Private Sector	
Research Institution	
MDA/RCC/MMDA	
University	

SECTION 9: KNOWLEDGE OF NATIONAL DEVELOPMENT PROCESSES AND INTERNATIONAL AGENDA

Is your department/unit familiar with the following national development processes?

1. Are staff of the institution aware of the Ghana Open Data initiative?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.3]
2. If yes, how has the Ghana Open Data Initiative influenced the institution's data collection and other statistical activities?	
3. Are staff of the institution aware of the Millennium Development Goals (MDGs)?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.5]

4. If yes, how have the Millennium Development Goals (MDGs) influenced the institution's data collection and other statistical activities?	
5. Are staff of the institution aware of the Sustainable Development Goals (SDGs)	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.7]
6. If yes, how have the Sustainable Development Goals (SDGs) influenced the institution's data collection and other statistical activities?	
7. Are staff of the institution aware of the African Union Agenda 2063?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.9]
8. If yes, how has the African Union Agenda 2063 influenced the institution's data collection and other statistical activities?	
9. Are staff of the institution aware of the National Strategy for the Development of Statistics (NSDS) (also known as the Ghana Statistics Development Plan – GSDP)?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.11]
10. If yes, how has the National Strategy for the Development of Statistics (NSDS) influenced the institution's statistical data collection activities?	
11. Are staff of the institution aware of the Addis Ababa Plan of Action for Statistical Development?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.13]
12. If yes, how has the Addis Ababa Plan of Action for Statistical Development influenced the institution's data collection and other statistical activities?	
13. Are staff of the institution aware of the Fundamental Principles of Official Statistics?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.15]
14. If yes, how have the Fundamental Principles of Official Statistics influenced the institution's data collection and other statistical activities?	
15. Are staff of the institution aware of the General Data Dissemination System (GDDS)?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.17]
16. If yes, how has the General Data Dissemination System (GDDS) influenced the institution's data collection and other statistical activities?	
17. Are staff of the institution aware of the Medium-Term National Development Policy Framework – Ghana Shared Growth and Development Agenda (GSGDA) II, 2014-2017?	Yes <input type="checkbox"/> , No <input type="checkbox"/> [If no, skip to Q.19]
18. If yes, did the GSGDA in any way affect the statistics programme of the institution?	Yes <input type="checkbox"/> , No <input type="checkbox"/>
19. If yes, in what ways?	

APPENDIX 2: Survey Instrument for Data Users

STRENGTHENING STATISTICS IN NATIONAL DEVELOPMENT PLANNING – AN ASSESSMENT SURVEY

DATA USERS' QUESTIONNAIRE

Rationale

Statistics play a vital role in national development. To better understand the operations of the country's statistical system with respect to the production and use of data and the links between the organisation of the system and inter-linkages across the various operational levels, NDPC in collaboration with Ghana Statistical Service, is undertaking this statistical assessment.

The overall objective of the survey is to assess the state of statistical development, the availability of quality data within the decentralised planning system, and the requirements for evolving a dependable and well-coordinated national statistical system, with the effective involvement of national and sub-national agents.

The results of the assessment will form an integral part of the overall long-term strategies to accelerate the development of the national statistical system. It is therefore necessary that the responses to the questions be as candid, specific and as detailed as possible, so that the actual state of statistics development and the challenges can be accurately captured.

Confidentiality

The information collected through this process will be kept strictly confidential.

The questionnaire should be completed in full and submitted electronically to statistics.survey@ndpc.gov.gh and charles.konglo@ndpc.gov.gh. Please provide any additional comments you might have on the accompanying blank sheets. Please return the completed questionnaire by 25th January 2017.

Feedback

If you experience any problems completing this questionnaire, please contact:

Dr. Ferdinand Ahiakpor ferdinand.ahiakpor@ndpc.gov.gh 0200887146

Dr. Isaac Osei-Akoto iokwame@yahoo.co.uk 0244471328

Mr. Charles Konglo charles.konglo@ndpc.gov.gh 0275513174

Please be sure to request for the electronic file to be sent to you, if you have not received one.

SECTION 1: BACKGROUND INFORMATION ON THE DATA USER		
No.	Question	Response
1	Indicate if the questionnaire is being completed for an institution or in the capacity of an individual user	<input type="checkbox"/> Institution <input type="checkbox"/> Individual user
2	Name of Contact Person:	
	Email:	
	Telephone/Mobile No(s):	
	Designation of Officer:	

	Department/Directorate/Unit:	
3	Name of Institution:	
4	Category of Institution/Agency (See <i>list of categories below</i>)	
Category of Institution/Agency		
1. Academic Institution 2. Research and Training Organisation 3. NGO and Civil Society Organisation 4. Development Partners		5. Private Sector 6. Media 7. Think Tank 8. Other (specify)

SECTION 2. DATA DEVELOPMENT AND USAGE

The following questions are about the role you/your institution plays in national statistical data development and usage. The questions are also about your needs and the adequacy of existing data.

		Response	SKIP
1	Do you/your institution play any role in the development of national statistics?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If no, skip to 3
2	If Yes in Q1; What role? (Tick as appropriate)		
	Member of Data User-Producer Committee		<input type="checkbox"/>
	Serve on Statistics Advisory Committee/Board/Council		<input type="checkbox"/>
	Fund data production/compilation/analysis/dissemination of public sector institution(s)		<input type="checkbox"/>
	Fund data production/compilation/analysis/dissemination of CSOs/NGOs		<input type="checkbox"/>
	Provide assistance with training in data production/ compilation/analysis/dissemination		<input type="checkbox"/>
	Provide technical cooperation/advisory service(s)		<input type="checkbox"/>
	Provide tools and equipment for data production		<input type="checkbox"/>
	Provide feedback on data usage		<input type="checkbox"/>
	Other (specify): _____ _____ _____ _____ _____ _____ _____ _____		
3	Are the data you/your institution need primarily in the economic, social, demographic, environmental fields or in others? (Tick as appropriate)		
	Economic	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Health	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Education	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Housing	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Labour	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	ICT	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Agriculture	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Demographics	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Science and Technology	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Environmental	Yes <input type="checkbox"/> No <input type="checkbox"/>	

10	List up to 10 data/indicators that you usually require for your work but are not easily available (attach to the questionnaire, where possible, a standard list of indicators you /your institution uses)	
	Indicator/statistics	Intervals (annual, multiple years...)

3. ASSESSMENT OF DATA QUALITY

1. Indicate below the data quality concerns you/your institution have, if any, with respect to relevance, accuracy, completeness, consistency, timeliness, level of disaggregation and accessibility, and the extent of the concern?

Area of concern	Explain the nature of concern and provide example(s)	On a scale of 1 (low) to 5 (high), rate the degree to which it is a problem
Relevance		
Accuracy		
Completeness		
Consistency of data		
Consistency of concepts/definitions		
Timeliness		
Level of disaggregation		
Accessibility		

2	Do you give feedback to data producers about the data you receive?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3	If Yes to Q2, which areas do you mostly have concerns about?	
	Quality indicator	<u>Feedback given</u>
	Relevance	<input type="checkbox"/>
	Accuracy	<input type="checkbox"/>
	Completeness	<input type="checkbox"/>

	Consistency of data	<input type="checkbox"/>	
	Consistency of concepts/definitions	<input type="checkbox"/>	
	Timeliness	<input type="checkbox"/>	
	Level of disaggregation	<input type="checkbox"/>	
	Accessibility	<input type="checkbox"/>	

3.4 What **THREE** main improvements in data production would you suggest?

i. _____

ii. _____

iii. _____

SECTION 4. ASSESSMENT OF THE NATIONAL STATISTICAL SYSTEM

1	In your opinion, what is the level of reliance on statistics for decision making, policy formulation, formulation of national strategies, advocacy, and public accountability in the country? Rate on a scale of 0 [never] to 10 [always]	
		Rate: 0 [never] to 10 [always]
	Decision making	
	Policy formulation	
	Formulation of national strategies	
	Advocacy	
	Public accountability	
2	Which of the following mechanisms do you think can promote appreciation of statistics in the country?	
	Statistics Day celebrations	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Data User-Producer workshops	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Special data workshops/seminars for parliamentarians and policy makers	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Media workshops on data	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Feature articles on data in national newspapers	Yes <input type="checkbox"/> No <input type="checkbox"/>
	TV documentaries on statistical activities	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Teaching statistics in basic school	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Others (specify):	

3	Indicate three ways in which we can promote the use of statistics in the country? <hr/> <hr/> <hr/> <hr/> <hr/>
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SECTION 5. STRENGTHENING THE DECENTRALISED STATISTICAL SYSTEM

1. Have you/your institution ever requested data from national, regional and district offices of sector ministries?

National	Yes <input type="checkbox"/> No <input type="checkbox"/>
Regional	Yes <input type="checkbox"/> No <input type="checkbox"/>
District	Yes <input type="checkbox"/> No <input type="checkbox"/>

2. What challenges have you/your institution faced obtaining data from the sector ministries at national, regional and district levels?

National	
Regional	
District	

3. What systems will you recommend to ensure effective sharing of data from the district, regional and national levels?

National	
Regional	
District	

4. Suggest ways of strengthening the statistical system at national, regional and district levels

National	
Regional	
District	

APPENDIX 3: Core and Associated MDAs for NSDS 2

Core	Associated
Ghana Statistical Service	Energy Commission
Ghana Health Service	Judicial Service
Births and Deaths Registry	Office of the Head of Civil Service
Ghana Immigration Service	Ministry of Trade and Industry
Environmental Protection Agency	Ministry of Communications
National Road Safety Commission	
Ghana Police Service	
National Communications Authority	
Registrar-General's Department	
Ministry of Lands and Natural Resources	
Ministry of Employment and Labour Relations	
Ministry of Education	
Ministry of Health	
Ministry of Food and Agriculture	
Ministry of Gender, Children and Social Protection	
Ministry of Tourism, Culture and Creative Arts	
Ministry of Water Resources, Works and Housing	