



THE KINGDOM OF LESOTHO

# CONCEPTS AND DEFINITIONS

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FOR

LESOTHO



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## **FOREWORD**

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The compendium of concepts and definitions is an instrument that is meant to guide data collection, data analysis and dissemination across the entire National Statistics System. It strives to harmonize and standardize all data collection initiatives in order to avoid confusion and inadequate understanding of statistics.

A few years ago, the Bureau of Statistics established Survey Methodologies and Cartography Division that acts as a clearing house for methodologies, concepts and definitions to be used in all surveys and censuses undertaken in the country. This is done in line and in conformity to internationally and regionally approved and recognized statistical nomenclature. The division in its capacity as legal custodian of the Master Sample Frame also provides technical guidance in terms of sampling and selection of households for enumeration. Furthermore, this division is responsible for closely monitoring data collection process to ensure adherence to agreed standards and procedures throughout the process.

The Bureau of Statistics, through the Survey Methodologies and Cartography Section embarked on this important task of putting together Compendium of Concepts and Definitions which will be used by all Ministries, Departments and Agencies in the National Statistics System. This is also in line with the National Strategy for the Development of Statistics and the Statistics Act which both put the Bureau of Statistics at the center of coordination of the National Statistics System.

This document was prepared through a consultative process with contributions from all the divisions and sections within the Bureau of Statistics and the entire National Statistics System. It will be regularly reviewed and updated whenever there are emerging issues that could call for a review.

The Bureau of Statistics therefore invites all statisticians, researchers and academicians to utilize this important resource for improved quality of official statistics.

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# CHAPTER 1: LEGAL FRAMEWORK

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## 1.1 Introduction

The Bureau of Statistics is a department within the Ministry of Development Planning established under the Statistics Act no.8 of 2001 to be responsible for all matters relating to official statistics as the principal data collecting, processing, analyzing and disseminating agency and also responsible for coordinating, monitoring and supervising the National Statistics System.

The Statistics Act 2001 establishes the National Statistics Council which advises the Minister on statistical policies and programs.

Specifically, one of the major functions of the Bureau of Statistics as articulated in section 4 (2) (b) is that the Bureau shall be responsible for “establishing, harmonizing and standardizing definitions, classifications and statistical methods used in production and dissemination of official statistics to ensure uniformity in quality, adequacy of coverage and reliability of statistical information”

In terms of collection of statistical information, section 15 (2) the authority to authorize undertaking of any survey or census lies with the Minister, responsible for Development Planning and no other government Ministry or Department.

In carrying out this mandate, the Bureau of Statistics is obliged to ascertain that official statistics produced is of internationally approved statistical processes and procedures and of the highest quality standard in order to guide sound decision and policy making.

In its capacity as the overall coordinator of the National Statistics System, the Bureau of Statistics has to develop and customize where necessary, relevant internationally and regionally recognized statistical instruments and tools for adoption and use in data collection, data analysis and dissemination of official statistics by the entire National Statistics System. This is in recognition of the need for harmonization and standardization of all statistical concepts, definitions and procedures.

## 1.2 Official Statistics

The term Official Statistics refers to statistics produced or compiled by government ministries, departments and agencies. For example, in the case of Lesotho, the Bureau of Statistics, Central Bank of Lesotho, Ministry of Local Government and Chieftainship, Ministry of Health and Social Welfare, Ministry of Agriculture and Food Security, Ministry of Home Affairs and Public Safety, Ministry of Labour and Employment. Ministry of Justice and Human Rights, Ministry of Law,

Constitutional and Parliamentary Affairs, Ministry of Education and Training, Ministry of Tourism, Environment and Culture, Ministry of Gender, Youth Sports & Recreation, etc. The term has been redefined in Statistics Acts of some countries to include statistics designated by the head of the National Statistics Office in the country as Official Statistics.

At national level, official statistics can be characterized by the following:

- are produced and disseminated in compliance with the UN Fundamental Principles of Official Statistics,
- conceptually, they are produced in cognizance of internationally adopted standards of Official Statistics,
- quality in terms of accuracy, timeliness, etc. is ensured through applying professionally sound methodologies of data collection and processing, as well as through a regular quality assurance process, and
- elements of modelling are allowed, but all assumptions have to be verified periodically for compliance with good statistical practice and transparency.

### **1.3 Fundamental Principles of Official Statistics**

The Fundamental Principles of Official Statistics originate from the Conference of European Statisticians in the 1980s. At that time there was need for a complete transformation of the national statistical system in European countries. Part of this transformation process was about redefining the role of official statistics as well as making it clear to governments and other users of statistics that a good system must meet certain general criteria. They were developed to assist heads of National Statistics Offices to defend the position of their institutes. Statisticians in the world began to realize that the principles developed by the Conference of European Statisticians had a wider significance. In that context, international discussions led to the adoption of the Fundamental Principles of Official Statistics by the United Nations Statistical Commission, the highest statistical authority in the World in 1994.

#### **1.2.1 The United Nations Fundamental Principles of Official Statistics**

The following are the United Nations Fundamental Principles of official Statistics:

1. 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' entitlements to public information.
2. 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.
3. 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.
4. The statistical agencies are entitled to comment on erroneous interpretation and misuse of statistics.
5. 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.
6. 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.
7. The laws, regulations and measures under which the statistical systems operate are to be made public.
8. Coordination among statistical agencies within countries is essential to achieve consistency and efficiency in the statistical system.
9. 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.
10. Bilateral and multilateral cooperation in statistics contributes to the improvement of systems of official statistics in all countries.

UN Fundamental Principles of Official Statistics “... give a set of fundamental values and principles, which NSOs and indeed other data producers should have/observe in order for the public to have trust in official statistics they produce”<sup>1</sup>.

### 1.2.2 Coverage of the Fundamental Principles of Official Statistics

The Fundamental Principles of Official Statistics cover four elements: independence, relevance, credibility and respondent relations. These are defined below:

**Independence** of the National Statistics Office in order to protect the credibility and integrity of official statistics;

**Relevance**, which refers to the appropriateness of comprehensiveness of statistical products;

**Credibility**, which refers to the professionalism, transparency and ethical standards that help to create a brand name and define independence and separation from political influence; and

**Respondent relations**, which cover suppliers, including private sector, users of statistics and involve advocating for statistics among policy-makers and profiling statistical products to the public.

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<sup>1</sup> UNECA (2008): Reforming National Statistical Systems in Africa-A case for making the National Statistics Offices autonomous, Statistical working papers series, African centre for Statistics, August 2008)

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## CHAPTER 2: CONCEPTS AND DEFINITIONS

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### 2.1 Introduction

This chapter presents the comprehensive set of statistical concepts and definitions of the main data items that are collected by Lesotho Bureau of Statistics. These statistical terms are classified with respect to individual division within BOS.

### 2.2 AGRICULTURE AND FOOD SECURITY STATISTICS

The division of Agriculture and Food Security Statistics is responsible for production of agricultural statistics. The division is divided into the following sections; Crops and Food Security Statistics, Livestock and Livestock Products Statistics, Horticulture, Fisheries and Aquaculture Statistics.. The agricultural statistics are sourced from the Agricultural Census (AC), Annual Agricultural Production Survey (APS), other relevant ministries and agencies responsible for data collection on agricultural activities.

#### 2.2.1 General Concepts

**Agricultural Census:** A census of agriculture is a statistical operation for collecting, processing and disseminating data on the structure of agriculture, covering the sampled part of the country. Typical structural data collected in a census of agriculture are size of holding, land tenure, land use, crop area harvested, irrigation, livestock numbers, labour and other agricultural inputs.

**Agricultural Facilities:** Presence of irrigation facilities, area equipped for irrigation, agriculture produce collection network, food storages, facilities for maintenance of agriculture machinery, existence of associations for farmers and agriculture extension services in the villages.

**Agricultural Holding/Farming Household:** An agricultural holding is an economic unit of agricultural production under single management. But for the purpose of APS, the agricultural holdings are restricted to those that meet one or more of the following condition:

- (i) Having or operating at least one field

- (ii) Raising at least one cattle, goats and/or sheep
- (iii) Raising at least one improved pig, and
- (iv) Keeping at least 50 improved chicken

**Agricultural Production Survey:** An annual survey on production of both crops and livestock statistics. This covers both urban and rural areas. Crop production for rural areas focuses on fields while urban production is based on kitchen gardens.

**Agricultural Seasons:** There are two agricultural seasons namely;

- a) **Summer:** This season starts from 1<sup>st</sup> August and ends in 31<sup>st</sup> January the following year.
- b) **Winter:** This season starts from 1<sup>st</sup> February and ends in 31<sup>st</sup> July the following year.

**Agricultural Year:** The time reference for the agricultural census is a full year that commences on the 1<sup>st</sup> of August and ends on the 31<sup>st</sup> of July of the following year.

**Holder:** The person who exercise management control over the agricultural holding operation and who makes major decisions regarding resource use.

**Land Acquisition** Deals with how people in village acquire their land, that is, their form of land tenure.

**Sub-Holder:** A person responsible for managing a holding on the holder's behalf.

### 2.2.2 Crops Statistics

**Agricultural Production:** The overall crop-output obtained from the harvested fields, thus area harvested multiplied by yield.



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<b>Area Fallow:</b>	This is land not cultivated during the entire agricultural year. Land is not considered fallow unless it has been or is intended to be kept at rest for at least three agricultural years.
<b>Area Harvested:</b>	An area from which a crop was gathered. It is the difference between area planted and area failed for each crop.
<b>Area Planted:</b>	Cultivated and sown land in hectares (ha) to pure stand crops or mixtures.
<b>Aquaculture:</b>	This refers to the breeding, farming or rearing and harvesting of plants and animals in all types of water environments.
<b>Availability of Cereals:</b>	This is previous stock attained in the past Agricultural Year, production of the current year, cereals purchased by the households and those received as gifts and incoming exchange of cereals with other commodities.
<b>Consumption of Cereals:</b>	This refers to quantity of cereals consumed as food.
<b>Crop Failure:</b>	Situation whereby a crop does not reach its maturity stage, or gets destroyed prior to the harvest period.
<b>Crop Forecasting:</b>	It is a process of estimating the most likely yield and production of a crop on the basis of known facts at the time of making the forecast.
<b>Crop Mixture:</b>	Refers to two or more permanent or temporary crops grown simultaneously on the same field/plot. The crops can either be randomly planted together or they can be planted in a particular pattern.
<b>Crop Yield:</b>	It is a measurement of the amount of a crop that was harvested per unit of land area.
<b>Disking:</b>	It is an operation of breaking soil lumps to improve the soil texture.

- Drought:** A long period of abnormally low rainfall, especially one that adversely affects growing or living conditions.
- Fertilizers:** These are substances, which are applied to soil, irrigation water or hydroponics medium, to supply plants with the necessary nutrients. These include inorganic and organic fertilizers;
- a) *Inorganic Fertilizers:* Manufactured, usually through an industrial process.
  - b) *Organic Fertilizers:* Materials of organic origin, either natural or processed, used as sources of plant nutrients;
    - (i) *Manure:* Refers to farmyard or animal manure which is a mixture of solid excreta of animals with litter used for their bedding.
    - (ii) *Composite:* Consists of organic materials of animal, plant or human origin partially decomposed through fermentation.
- Field:** An area of land used for cultivating crops.
- Field Owned:** This refers to the land for which the holder possesses title of ownership and has the right to determine the nature and extent of its use. It excludes the area owned but rented to others.
- Food Balance Sheet:** This is a comprehensive picture of the pattern of food supply during a marketing year. For each item, it sketches the primary commodity availability for human consumption, i.e the sources of supply and its utilization in terms of nutrient value.
- Harvesting:** This is a process of cutting, gathering, bundling and stacking the crop.
- Horticulture:** This is the cultivation of vegetables, fruits and ornamental plants in an orchard, garden or greenhouses.
- Hybrid Seeds:** This refers to genetically modified seeds.

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<b>Irrigation:</b>	Refers to the artificial application of water to the soil for the purpose of supplying the moisture essential for a plant growth.
<b>Kitchen Garden:</b>	This refers to a small garden for growing vegetables.
<b>Land Under Cultivation:</b>	This is a land that can be used for cultivation, which is either under temporary fallow, temporary crops, or under temporary meadows. It includes all fields that were cultivated and those that remained fallow for a period of no more than three years.
<b>Marketing Year:</b>	This refers to the 12 months period, generally from the beginning of new harvest, over which a crop is marketed. It runs from 1 <sup>st</sup> April to 31 <sup>st</sup> March the following year.
<b>Permanent Crops:</b>	Crops with a more than one-year growing cycle.
<b>Pesticides:</b>	These are chemicals used for mitigation, controlling or eliminating pests troublesome to crops or livestock.
<b>Plot:</b>	This is a portion of a field planted with one specific crop or a crop mixture.
<b>Ploughing:</b>	It is the process of tilling the land in order to make it ready for cultivation.
<b>Post-Harvest Loss:</b>	This is the loss of grains which occurs between harvesting time and the moment of consumption of such grains.
<b>Pre Harvest Loss:</b>	It is the loss of grains before harvesting time begins. This can be due to insects, etc
<b>Pure Stand:</b>	Refers to a single crop cultivated in a field/plot at any time.
<b>Rented Field:</b>	This refers to the field rented or leased by the holder from other persons.

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<b>Sub-Plot:</b>	This is the small area on the field where crop cutting is performed for estimation of crop production.
<b>Temporary crops</b>	Crops within one year growing cycle.
<b>Total Availability:</b>	This refers to the quantity of cereals available in the households for use in a Marketing Year.
<b>Total Utilization:</b>	This refers to the quantity of cereals used by households including the stock available in a Marketing Year.
<b>Utilization of Cereals:</b>	This consists of sales and those given to friends or relatives, outgoing exchange with other commodities, other uses (seeds, animal feeds) and current stock available at the date of interview.
<b>Yield:</b>	Production per area harvested.

### 2.2.3 Livestock Statistics

<b>Improved Livestock:</b>	Refers to livestock, which are bred specifically for producing meat and milk. These may be cross-bred or pure bred.
<b>Improved Poultry:</b>	These are poultry commonly kept in households specifically for producing meat and eggs. These may be cross-bred or pure bred.
<b>Livestock:</b>	Refers to all animals kept in the holding irrespective of ownership.
<b>Livestock Products:</b>	These are products that come from or that are made of livestock. e.g. meat, eggs, etc.
<b>Mafisad In:</b>	A term referring to animals kept by somebody but owned by someone else.
<b>Mafisad Out:</b>	A term referring to animals owned by one person but kept by somebody else.

<b>Poultry:</b>	These are fowl commonly kept in households or Large Scale Farms such as chicken, ducks, and doves.
<b>Unimproved Poultry:</b>	Refers to indigenous fowls commonly kept in the households, without special attention. Such poultry are neither fed by special feed nor special housing.
<b>Unimproved Livestock:</b>	Refers to indigenous livestock commonly reared naturally in the villages, without special attention. Such livestock are neither fed by special feed nor special housing.
<b>Stock Change:</b>	This refers to tracking of livestock throughout the agricultural year.

## 2.3 POPULATION STATISTICS

The Population Statistics Division is a division within Bureau of Statistics which handles statistics on population with respect to demographic characteristics such as fertility, mortality, migration, as well as other social statistics which includes; gender disaggregated statistics, health, vital and tourism statistics. The statistics are collected through censuses, demographic surveys and the administrative records.

### 2.3.1 Fertility Statistics

**Age-Specific Fertility Rate (ASFR):** The number of live births which occurred during a specified period, usually one year, to women in a particular age group at the time of the birth, divided by the number of woman years lived in that age group during the specified period.

**Childbearing Age:** The span within which women are capable of bearing children, generally taken to be from age 15 to 49 years.

**Childlessness:** It refers to a condition whereby a person does not have any children. This could be voluntary or involuntary.

**Children Ever Born (CEB):** Number of live births by a particular woman.

- Crude Birth Rate (CBR):** Number of births in a population during a specified period per 1,000 population during the same period.
- Co-habitation/Living Together:** Arrangement where two people of opposite sex live together in a sexual relationship especially when not legally married.
- Cohort:** Group of people who were born during the same period and experienced the same class of events for that period.
- Contraceptive Prevalence Rate (CPR):** Proportion of married women of reproductive ages who are using (or whose partners are using) contraceptives at a given point in time.
- Fertility:** Fertility refers to the frequency of occurrence of live births among women aged 15 to 49 years.
- Fecundity:** The physiological ability for women to have children during the period between menarche and menopause.
- Infertility:** Biological inability of a person to contribute to conception.
- Live Birth:** Is complete expulsion or extraction from its mother of product of conception, irrespective of duration of pregnancy, which after such a separation, breathes or shows any other signs of life such as beating of the heart, pulsation of the umbilical cord or definite movement of voluntary muscles.
- Nuptiality:** This refers to marriage as a population phenomenon including the rate at which it occurs, the characteristics of people united in marriage, and the dissolution of such unions through divorce, separation, widowhood and annulment.
- Parity:** The number of children a woman has had within her reproductive period.
- Retrospective Fertility:** This relates to the past fertility performance of a woman.

**Still Birth:** Is defined as the birth of the dead foetus, with death occurring before or during birth of a foetus of sufficient size and age to be otherwise expected to survive.

**Singulate Mean Age at First Marriage (SMAM):** A measure of the mean age at first marriage derived from a set of proportions of single people at different ages or in different age groups.

**Total Fertility Rate (TFR):** Is the number of children that a woman would have by the end of her child bearing period if she were to experience the currently observed age specific fertility rates.

### 2.3.2 Mortality Statistics

**Age Specific Death Rate (ASDR):** Number of deaths occurring during a specified period to persons (usually specified by sex) of a specified age or age group.

**Adult Mortality Rate:** The probability of dying between the ages of 15 and 60. That is, the probability of a 15-year-old dying before reaching age 60, if subject to current age-specific mortality rates between those ages.

**Child Mortality Rate (CMR):** It refers to the number of deaths among children aged between exact age one and five years per thousand (1,000) live births per year.

**Crude Death Rate (CDR):** Number of deaths in a population during a specified period (usually a year) per 1,000 population.

**Double Orphan:** A child who has lost both biological parents through death.

**Infant Mortality Rate (IMR):** It refers to the number of deaths among infants aged below 1 year per 1,000 live births per year.

**Life Expectancy at Birth:** It refers to the average number of years a newly born child is expected to live, if the currently existing mortality conditions were to prevail for a long time.

**Mortality:** It refers to the occurrence of deaths in a population.

**Maternal Death:** Is defined as any death that occurs to women during pregnancy, childbirth, or within 42 days after the birth or termination of pregnancy.

**Maternal Mortality Ratio (MMR):** Is the ratio of the number of maternal deaths per 100,000 live births from any cause related to or aggravated by pregnancy or its management, excluding accidental or incidental causes.

**Maternal Orphan:** A child who has lost a mother through death.

**Orphan:** A child aged from 0 to 17 years and who has also lost either of the biological parents or both of them through death.

**Paternal Orphan:** A child who has lost a father through death.

**Under Five Mortality Rate (UMR):** This refers to the number of deaths among children aged below five years per 1,000 live births per year. UMR, therefore, constitutes both infant and child mortality.

### 2.3.3 Migration Statistics

**Diaspora:** All migrant groups living outside their country of origin. It has two broad types, that is emigrants and immigrants.

**Emigrant:** A person moving from country of origin to another country.

**Emigration:** A movement of persons from country of origin to another country.

**Forced migration:** Movement of persons or group of persons who, for compelling reasons of sudden or progressive change in their environment that adversely affect their living conditions are obliged to leave their habitual homes or choose to do so either temporarily or permanently and who either within their country or abroad.

**Immigrant:** A person entering one country from another to stay or reside for a permanent or semi permanent residence.



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<b>Immigration:</b>	Movement of persons entering one country from another to stay or reside for a permanent or semi permanent residence.
<b>In-Migrant:</b>	A person who moves and lives in another area by crossing an administrative boundary within the same country.
<b>Intra-District Migration:</b>	The movement of people within districts either in the same village or town and different village or town same district.
<b>Internal Migration:</b>	The change of residence within a nation and it is also in terms of residential movement across boundaries that are often taken as the boundary or minor divisions of the province or district of a country.
<b>International Migration:</b>	Is referred to as the movement of persons that lead to change of country of usual place of residence from one country to another (i.e. the movement of people across the national boundaries either temporary or permanent).
<b>Inter-District Migration:</b>	These represent persons who have migrated out of the district of birth and enumerated somewhere else in another district.
<b>Lifetime Migration:</b>	Lifetime migration deals with migrants who ever moved from their place of birth; that means migrants who had lived in any district other than where they were born.
<b>Migration:</b>	A geographic movement of people across a specified boundary for the purpose of establishing a new permanent or semi-permanent residence.
<b>Migrant:</b>	A person who changes his/her usual place of residence by crossing an administrative boundary and residing in a new area for a period of not less than six months or intends to stay in the new area for a period not less than six months.
<b>Mobility:</b>	Refers to the movement that does not result in crossing boundaries.

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<b>Net Migration:</b>	The balance between in-migration and out-migration. According to the direction of the balance, it may be characterized by net in-migration or net out-migration. When the flow is “in”, it is indicated by a positive (+) sign and when the flow is “out”, the balance is indicated by a negative (-) sign.
<b>Net International Migration:</b>	The difference between immigrants and emigrants.
<b>Out-Migrant:</b>	A person who leaves an administrative area to live in another administrative area of the same country.
<b>Period Migration:</b>	The movement of a person from his/her place of birth and is enumerated in another area after a period of ten years.
<b>Types of Migration:</b>	Rural-rural, Rural-urban, Urban-urban and Urban-rural are four types of internal migration.
<b>Urbanization:</b>	The movement of people from rural to urban areas, and involves an increase in the number of people in urban areas during a particular year.

### 2.3.4 Other Demographic Statistics

<b>Age-Heaping:</b>	The tendency of respondents to report certain ages instead of others particularly those ending in 0 and 5.
<b>Age-Shifting:</b>	The tendency of respondents to report rounded figures of ages instead of the age in completed years.
<b>Age-Ratio:</b>	Ratio of the population in a given age group to the average of the population in the two neighbouring age groups.
<b>Age-Sex Accuracy Index:</b>	An index of age reporting accuracy that is based on deviations from the expected regularity of population size and sex ratio, by age group.
<b>Digit Preference:</b>	The tendency of respondents to prefer ages ending with certain digits.

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<b>De jure Population:</b>	Population enumerated on the basis of usual residence excluding temporary visitors and including residents temporarily absent
<b>De facto Population:</b>	Population enumerated on the basis of those present at a particular time including temporary visitors and excluding residents temporarily absent.
<b>Human Development Index:</b>	This is a tool developed by United Nations to measure and rank countries level of social and economic development based on four criteria: life expectancy at birth, mean number of years of schooling, expected years of schooling and gross National income per capita.
<b>Index of Sex-Ratio Score:</b>	The mean difference between sex ratios for the successive age groups, averaged irrespective of sign.
<b>Natural Increase:</b>	An increase of population due to more births and less mortality.
<b>Reference Night:</b>	It refers to the night before the survey or census.
<b>Population aging:</b>	The number of people aged 60 years and above. It occurs when the proportion the proportion of young people decreases.
<b>Population Density:</b>	The measure of population per square kilometer.
<b>Population Growth Rate:</b>	It is the rate at which the population is increasing (or decreasing) in a given year due to natural increase and net migration, over a set period of time.
<b>Sex Ratio:</b>	This is a ratio that shows the number of males per 100 females.
<b>Urban Centers:</b>	Centers demarcated and designated by the Land Administration Authority based on higher population density, high level of economic activities and high level of infrastructure.
<b>Youth:</b>	It refers to young person, young adult, adolescent and teenage. It is also defined in relation to age, for instance, Lesotho Ministry of Gender, Youth and Recreation classifies youth as a person aged 15-35 years.

**Visitor:** Persons found in the household who slept there on the reference night whose purpose of stay is visit. The survey cut-off duration of visit is six months if a person says s/he is a visitor but is with the household for more than six months s/he should be included among present members.

### 2.3.5 Health Statistics

**Caesarian Section:** Is an operation for delivering a child by cutting through the wall of the abdomen.

**Catchment Population:** Refers to totality of population subgroups to be served by Health Service Area regarding treatment of infections.

**Cardiovascular Diseases:** These are diseases of circulatory system which include hypertension, heart diseases, cerebro-vascular disorders (including stroke) and others.

**Digestive Diseases:** These are diseases of digestive system including diarrhea without dehydration, diarrhea with dehydration, gastroenteritis, gastrointestinal ulcers, intestinal parasites and others.

**Endocrine and Nutritional Diseases:** These are diseases of the endocrine and metabolic systems which include marasmus, kwashiorkor, pellagra, diabetes Type I and Type II, other forms of nutritional disorders, all forms of anemia and others.

**Genitourinary System Diseases:** These include positive HIV test, genital ulcer syndrome, genital blisters without ulcers, lower abdominal pain (Female), arthritis and urethral discharge (Male), vaginal discharge, genital warts and other diseases (other genitourinary diseases and other STIs).

**Health:** Is a state of complete, mental, physical, social, emotional and spiritual well being of an individual and not merely absence of disease or infirmity.

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<b>Health Service Area (HSA):</b>	Refers to a geographical area delineated for health facilities comprising of a mother hospital and health facilities answerable to the same hospital.
<b>Immunization:</b>	Is the process used to initiate resistance to infectious diseases and fortifying natural acquired immunity.
<b>Inpatient Morbidity:</b>	The state of being ill or infirmity where the patient is admitted to a health care facility.
<b>Malnutrition:</b>	Malnutrition is the condition that develops when the body does not get the right amount of the vitamins, minerals, and other nutrients it needs to maintain healthy tissues and organ function.
<b>Morbidity:</b>	Refers to state of being ill or infirmity.
<b>Notifiable Diseases:</b>	Include acute flaccid paralysis (AFP), meningococcal meningitis and neonatal tetanus, tuberculosis (TB), diphtheria, whooping cough, tetanus, measles, hepatitis A and B, rubella, typhoid, polio and HIV/AIDS.
<b>Normal Delivery:</b>	Is the usual or typical way of giving birth.
<b>Outpatient Morbidity:</b>	The state of being ill or infirmity where the patient is not admitted to a health care facility.
<b>Quarantinable Diseases:</b>	Include diseases requiring patients to be quarantined such as cholera, plaque, yellow fever, hemorrhagic fever and some new emerging diseases.
<b>Respiratory Tract Diseases:</b>	Include bronchitis, asthma, pneumonia, cough and colds.
<b>Stunting:</b>	It is a moderate and severe below minus two standard deviations from median height for age of reference period (height for age)
<b>Underweight:</b>	It is a moderate and severe minus two below standard deviations for age of reference population: severe – below minus three standard

deviations from median weight for age of reference population (weight for age)

**Wasting:** It is moderate and severe-below minus two standard deviations from median weight for height of reference population (weight for height)

### 2.3.6 Gender Statistics

**Child Protection:** Refers to preventing and responding to violence, exploitation and abuse against children, including commercial sexual exploitation, trafficking, child labour and harmful traditional practices, such as female genital mutilation/cutting and child marriage.

**Feminist Theory:** Is an outgrowth of the general movement to empower women worldwide. Feminism can be defined as a recognition and critique of male supremacy combined with efforts to change it.

**Feminization of Poverty:** Is a change in the levels of poverty biased against women or female headed households. More specifically, it is an increase in the difference in the levels of poverty among women and men or among female versus male and couple headed households. It can also mean an increase of the role that gender inequalities have as a determinant of poverty. It focuses on sex differences in the poverty rates.

**Gender:** Different roles, rights, expectations, obligations, behaviour and responsibilities that are associated with being male or female.

**Gender Based Violence** An umbrella term for harmful act in the form of physical, psychological or sexual harassment against a person's will, because of his or her gender.

**Gender Based Violence Against women:** This is violence against women based on women's subordinate status in society. It includes any act or threat by men or male dominated institutions that inflict physical, sexual, emotional or psychological harm on a woman or girl because of their gender.

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<b>Gender Stereotypes:</b>	Are simplistic generalizations about the gender attributes, differences, and roles of individuals and/or groups. Traditionally, the <i>female stereotypic role</i> is to marry and have children. She is also to put her family's welfare before her own; be loving, compassionate, caring, nurturing, and sympathetic; and find time to be sexy and feel beautiful. <i>The male stereotypic role</i> is to be the financial provider. He is also to be assertive, competitive, independent, courageous, and career-focused; hold his emotions in check; and always initiate sex.
<b>Gender Discrimination:</b>	This is the practice of granting or denying rights or privilege based on the sex of the person. The person's sex unfairly becomes a factor when making some important decisions.
<b>Masculinity Ratio:</b>	Also known as the sex ratio which shows the number of males per 100 females.

### 2.3.7 Tourism Statistics

<b>Day-Visitor:</b>	A person who does not spend a night away from his/her place of usual residence on a trip.
<b>Domestic visitors:</b>	Can be split into two groups; Day visitors - who do not stay overnight when taking a domestic trip. Tourists (or overnight visitors)– who stay at least one night when taking an domestic trip.
<b>Domestic Tourism:</b>	Residents of the country travelling (as visitors) only within the country.
<b>Inbound Tourism:</b>	Non-residents of a certain country travelling (as visitors) into a particular country.
<b>Outbound Tourism:</b>	Residents of a certain country travelling (as visitors) to countries other than their country of origin.
<b>Tourism:</b>	The activities of persons travelling to and staying in places outside their usual environment for not more than one consecutive year for

leisure, business and other purposes. The usual environment of a person consists of a certain area around his/her place of residence plus all other places s/he frequently visits.

**Tourist:** A visitor who stays at least one night away from his place of usual residence.

**Travellers:** Persons moving from one place to another, whether it is domestically within the country of origin or internationally. When measuring inbound tourism, every arrival into the country (by air or land) is a traveller. However, not all these travellers are visitors.

**Visitor:** A person who leaves his/her usual place of residence with an intention of staying a period of less than 12 months. The main purpose of the stay is other than being employed in the country (in the case of international visitors). The traveler does not belong to armed forces on maneuver or is not a foreign diplomat travelling to or from his/her place of work.

### 2.3.8 Vital Statistics

**Adultery:** It refers to extramarital sex that willfully and maliciously interferes with marriage relations.

**Annulment:** A legal procedure for declaring a marriage null and void, unlike divorce it is usually retroactive.

**Banns:** An announcement, especially in a church for an intended marriage.

**Bride:** Female lifetime partner in a continuing marital relationship.

**Constructive Desertion:** Is defined as the beneficial abandonment of a duty without permission and is done with the intention of not returning.

**Divorce:** Is the final termination of a marital union, canceling the legal duties and responsibilities of marriage and dissolving the bonds of matrimony between the parties.



<b>Defendant:</b>	Is any party required to answer the ‘plaintiff’s complaints.
<b>Groom:</b>	Male lifetime partner in a continuing marital relationship.
<b>Malicious Desertion:</b>	A spiteful abandonment of a duty without permission and is done with the intention of not returning.
<b>Marriage:</b>	A legal union of persons of the opposite sex.
<b>Plaintiff:</b>	The party who initiates a lawsuit before a court.
<b>Solemnization:</b>	Perform with pomp or ceremony especially to celebrate marriage with religious rites.
<b>Special License:</b>	A document issued by state authority authorizing a couple to marry.

## 2.4 SOCIO-ECONOMIC STATISTICS

The Socio-Economic Statistics Division is a division within Bureau of Statistics which handles statistics on socio- economic characteristics of population with respect to Education, Labour, and Judiciary. The statistics are collected through censuses and surveys such as, Continuous Multipurpose Survey (CMS), labour force and demographic surveys, establishment surveys and the administrative records.

### 2.4.1 Education Statistics

<b>Cohort Survival:</b>	Represents a life span of a group of pupils as they enter primary schooling in the same year. The survival of pupils is observed in the final grade of primary level and considers how the pupils were affected by drop outs and repetitions as they progressed to the final year.
<b>Drop-Out:</b>	An individual who leave school without completing the current level or having completed a level but not continuing to the next.

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<b>Dropout Rate:</b>	Represents the proportion of pupils who neither passed nor came back the following year. This indicator is expected to decrease.
<b>Enrolment:</b>	The number of pupils or students who have registered for a particular class, level or grade in an academic year.
<b>Educational Attainment:</b>	The highest level of an educational programme the person has successfully completed.
<b>Gross Enrolment Ratio:</b>	The ratio of total enrolment in a specified level of education regardless of age expressed as a percentage of the total official age population for that level.
<b>Literacy:</b>	Literacy has historically been defined as the ability both to read and to write with understanding, distinguished between “literate” and “illiterate” people. A literate person is one who can, both read and write a short, simple statement on his or her everyday life.
<b>Illiteracy:</b>	The inability of a person to read and write with understanding a short, simple statement in any language.
<b>Net Enrolment Ratio:</b>	The ratio of children of official school age (as defined by the national education system) who are enrolled in school to the population of the corresponding official school age. The NER’s maximum is 100 percent.
<b>Promotion Rate:</b>	This shows the proportion of pupils enrolled in a given grade who are enrolled in the next higher grade the following year. Promotion rates can indicate the quality of the educational system. The maximum value of this rate is 100.
<b>Pupil Teacher Ratio:</b>	It represents the average number of pupils per teacher in a specified level of education in a particular year. This indicator should be lower since a high ratio indicates a large number of pupils to be attended by one teacher.

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<b>Repeater:</b>	A pupil who enrolls in a particular class/grade more than once due to failure or other reasons.
<b>Repetition Rate:</b>	This represents the proportion of pupils enrolled in a given grade at a given school year, who are still enrolled in the same grade the following school year. This indicator should as low as possible approach zero if the internal efficiency of the education system is high.
<b>School Attendance:</b>	Is defined as regular attendance at any regular accredited educational institution or programme, public or private, for organized learning at any level of education at the time of the census or, if the census is taken during the vacation period at the end of the school year or during the last school year.
<b>Transition Rate:</b>	Refers to the number of pupils admitted to the first grade of a higher level of education in a given year, expressed as a percentage of the number of pupils enrolled in the final grade of the lower level of education in the previous year.

## 2.4.2 Labour Statistics

<b>Agricultural Private Sector</b>	All persons who state that they are working on their own or family farm either in agriculture, livestock or fishing or as paid employees on similar establishments.
<b>Child Labour:</b>	The participation of children in a wide variety of work situations, on a more or less regular basis, to earn a livelihood for themselves or for others.
<b>Casual Worker:</b>	A person employed to execute a specific work for a short period and receiving daily or temporary wage.
<b>Decent Work:</b>	The combined result of ensuring rewarding employment for women and men, respect for fundamental rights at work, pursuing social protection for all and strengthening social dialogue.

**Currently Under-Employed Person:** These are persons who worked less than 40 hours per week due to economic reasons but were available and willing to work for additional hours in the reference week. Excluded are those persons on leave, at school and similar non-economic reasons. It should however, be noted that the number of 40 hours per week is the most common minimum working hours.

**Economic Activity:** An activity that results in production of goods and services that adds value to national product is considered as economic activity. Such activities include production of all goods and services for market, i.e., production for pay or profit and the production of primary commodities for own consumption and own account production of fixed assets among non-market activities.

**Economic Production:** An activity carried out under the control and responsibility of an institutional unit that uses inputs of labour, capital, and goods and services to produce outputs of goods and services.

**Economically Active Population:** All persons within a specific age-group who supply (i.e. employed population) and those who are willing to supply (i.e. unemployed job-seekers) their labour for production of marketable goods and services during the specified period.

**Economically Inactive Population:** A group of persons within specified age-groups; who do not qualify to be either supplying or willing to supply their labour for production of marketable goods and services during a given period. These categories include: full-time students, retired, elderly people etc.

**Employment:** An activity in which a person performs *work* for pay, profit or *family gain*. Such a person can be *self-employed*, an *employer*, an *employee* or a working family member.

**Employees:** These are persons who get a basic remuneration not directly dependent on the revenue of the employer - among whom countries

may need and be able to distinguish "employees with stable contracts" (including "regular employees").

**Employer:** Is a person who generally hires five persons or more to assist him (in operating his enterprise) in carrying out productive activities on a wage or salaries basis. The payment may be in cash or in kind.

**Employed Population/Persons:** The employed population comprised of all persons above the specified age who during the reference week either worked for pay or profit, or had a job but were not currently at work for various reasons; or were unpaid family workers who assist in the operation of either a farm or a family business usually run by the household head for at least a third of the normal working hours given the reference period duration.

*Note:* Casual employees and unpaid helpers if absent from work for whatever reason are not considered to be employed.

**Economic Dependency Ratio:** Measures the extent to which the economically inactive population is dependent on the economically active population. Therefore, the economic dependency ratio is the economically inactive population over the economically active population.

**Employment Status:** It refers to whether a worker is an employer, employee, self-employed or an unpaid family worker.

**Forced Labour:** Any work or services which people are forced to do against their will under the threat of some form of punishment.

**Government Sector:** Includes persons working for establishments under the central, regional or local governments and other public government institutions.

**Inadequate Employment:** Situation where persons in employment wanted or sought to work less hours than they did during the reference period, either in the same job or in another job, accepting a corresponding reduction of income.

**Informal Employment:** Total number of informal jobs whether carried out in the formal sector enterprises, or in the informal sector enterprises, or households during the given reference period.

**Industry:** Is defined as the sector of economic activity in which a person works.

**Labour Force:** All employed and unemployed persons of working age.

**Labour Force Participation Rate:** It is the proportion of persons of a particular age-group who were in the labour force. It measures the extent to which a particular age-group and/sex are involved in economic activities.

**Labour Market Information:** Any information concerning the size and composition of the labour market or part of the labour market, the way it or any part of it functions, its problems, the opportunities which may be available to it, and the employment-related intentions or aspirations of those who are part of it.

**Labour Market Information Systems:** A network of institutions persons and information with determined roles and functions which produce, archive and disseminate and use information.

**Legal Working Age:** Minimum age required by Law for a person to work in each country or jurisdiction.

**Members of Producers' Cooperatives:** These refers to persons who hold self-employment jobs in a co-operative producing goods and services, where the members take part on an equal footing in making major decisions concerning the cooperative.

**Non-Agricultural (Informal) Private Sector:** Persons working in non-agricultural household enterprises or unincorporated non-agricultural enterprises owned by households. These enterprises are not separate legal entities independent of the related households. Also they do not keep a complete set of accounts, which permit a clear distinction of their production activities from the other activities of their owners and the identification of flows of income and capital between the enterprises

and the owners. The enterprises may or may not employ paid labour and the activities may be carried out inside or outside the owner's home.

**Non-agricultural (Formal) Private Sector:** All private activities other than agriculture e.g. Non Governmental Organization, Religious Organization, Political Parties, and Cooperative Union.

**Occupation:** The type of work done in a job by the person employed or the type of work done previously, (if the person is currently unemployed) irrespective of the industry or the employment status. Type of work done is described by the main tasks and duties of the work.

**Own-Account Workers:** These are persons who hold self-employment jobs and do not engage 'employees' on a continuous basis.

**Parastatal Sector** Persons who work for a wide range of establishments, which are owned up to at least 50 percent by some branch of the government. The establishment may be either profit making or not.

**Unemployed Population/Persons:** The unemployed population comprised of all persons above the specified age who during the reference period were not only currently without a job but were actively seeking job and had declared their availability and willingness to work for pay or profit given the availability of the job including all persons who were currently either temporarily or indefinitely laid off from work.

**Underemployment:** Employment situation that is insufficient in some important way for the worker, relative to standard e.g. holding a part-time job despite desiring full-time work.

**Unpaid Family Worker:** A person who helps in a family enterprise (farm or non-farm) or profession. He or She may not receive remuneration or payment for this work.

**Sectors of Employment:** The legal, social and institutional status of the establishment in which a person works that is where the job is located. There are two broad

sectors namely; public sector and private sector. The public sector comprises the government and parastatal sub-sectors. The private sector comprises formal private sector and informal private sector.

**Time Related Underemployment:** Number of employed persons whose hours of work in the reference period are insufficient in relation to a more desirable employment situation in which a person is willing and available to engage.

**Workers not Classifiable by Status:** These are persons for whom insufficient relevant information is available, and/or who cannot be included in any of the preceding categories.

### 2.4.3 Crime Statistics

**Abduction:** It is unlawfully taking a minor out of the control of his or her custodian with the intention of enabling someone to marry or have sexual intercourse with that minor.

**Abortion:** There is no tried definition, but it is commonly understood to be the act of termination of a pregnancy in order to prevent the foetus becoming a living human being.

**Administering Poison:** It is unlawfully and intentionally administering poison to another person.

**Arson:** Consists in unlawfully setting an immovable structure on fire with intent to injure someone.

**Armed Robbery:** It is theft of property by intentionally using violence or threats of violence to induce submission to the taking of something from someone.

**Assault With Intent to Cause Grievous Bodily Harm:** Assault consists in unlawfully and intentionally applying force to the person or inspiring a belief in that force is immediately to be applied to him. So here there must be additional element that there must be intention on the part of the wrongdoer to cause grievous bodily harm.



**Assault Common:** Assault consists in unlawfully and intentionally applying force to the person or inspiring a belief in that force is immediately to be applied to him.

**Attempted Murder:** It is a crime whereby a wrongdoer sets out with all the elements of murder but the victim does not die. Here all elements of murder must be present except that the victim does not die as a result.

**Concealment of Child Birth:** It is unlawfully and intentionally concealing the birth of a child.

**Culpable Homicide:** It consists in unlawful and negligent killing of another person.

**Crime:** Is an act or the commission of an act that is forbidden or the omission of a duty that is commanded by a public law and that makes the offender liable to punishment by that law.

**Crime Rate:** Is the ratio of crime in an area to the population of that area, expressed per 1000 population per year.

**Defeating the Ends of Justice:** It consists in unlawfully and intentionally frustrating the proper administration of justice.

**Deserting Wife and Child:** When a husband leaves the family, the wife and children are left destitute. Wives are covered under deserted wives and children's proclamation. Children were covered there as well until 2011 when protection and welfare Act 2011 was promulgated.

**Escaping from Lawful Custody:** It is unlawfully and intentionally escaping from lawful custody.

**Extortion:** It consists in taking from someone some advantage by intentionally and unlawfully subjecting him to pressure which induces him to submit to the taking.

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<b>Fraud:</b>	It consists in unlawfully making, with intent to defraud, a misrepresentation which causes actual prejudice or which is potentially prejudicial to another.
<b>Forgery:</b>	It is unlawful making, with intent to defraud, a document which causes actual prejudice or which is potentially prejudicial to another.
<b>House Breaking:</b>	It is described as unlawful breaking and entering premises with intent to commit that crime e.g. theft where a criminal stole something once in the premise.
<b>General Cases of Crime:</b>	consists of Theft Common, Assault Common, Traffic offences and Other General Cases of Crime (which comprises of Fraud, Drugs, Arms and Ammunition, Counterfeit of Currency Offences, Internal Security, Malicious Damage, Road Traffic Accident (RAT), Theft by False Pretence, Abduction, and Liquor Offences).
<b>Murder:</b>	It is an unlawful and intentional killing of another person or human being.
<b>Robbery:</b>	It is the theft of property by intentionally using violence or threats of violence to induce submission to the taking of something from someone.
<b>Serious Cases of Crime:</b>	Includes House Breaking, Stock Theft, Armed Robbery, Robbery, Assault with intend to cause Grievous Bodily Harm (Assault GBH), Murder, Attempted Murder, Sexual Offences, Car Theft and Arson.
<b>Theft Common:</b>	It consists in an unlawful contestation with intent to steal of a thing capable of being stolen.
<b>Uttering:</b>	Unlawfully putting off with intent to defraud, a false document which, causes actual prejudice or which is potentially prejudicial to another.

#### 2.4.4 Correctional Statistics

**Correctional Services Institutions:** They are buildings by law for the confinement of person held while awaiting trial, and or persons sentenced after conviction.

<b>Discharged Person:</b>	Someone who is officially released from criminal cases having not found guilty.
<b>Corporal Punishment:</b>	It is the punishment of people by hitting them.
<b>Juvenile Training Centre:</b>	It is a specialized institution which keeps young detainees.
<b>Imprisoned Person:</b>	Someone who is locked up or kept in prison for crime.
<b>Offence Against Person:</b>	Crimes such as murder, sexual offence, assault etc.
<b>Offence Against Property:</b>	Crimes such as house breaking, stock theft, car theft etc.
<b>Offenders:</b>	They are people, whether convicted or not, under detention in any correctional institution.
<b>Remanded Offenders:</b>	These are people who are awaiting trial or, in case of juveniles awaiting admission to an approved institution, or who are detained for safe custody under the immigration Act, or the Preventive Detention Act.

## 2.5 NATIONAL ACCOUNTS AND ENTERPRISE STATISTICS

The National Accounts and Enterprise Survey Division is a Division within the Bureau of Statistics responsible for the compilation of Economics Statistics that provide the empirical data needed in economic research and economic decision and policy making. The Division focuses on the collection, processing and compilation of; National accounts, Enterprise and establishment statistics (structural and short-term), Transport and communication. The Division is also responsible for data on household income and expenditure collected in the Household Budget Surveys every five years.

### 2.5.1 Business Register

<b>Ancillary Activity:</b>	An activity undertaken in order to facilitate the principal or secondary activities of the entity, such as bookkeeping, transportation, storage,
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purchasing, sales promotion, cleaning, repair and maintenance, security etc.

**Branch:** Is a subdivision of a company; it is a geographically separate unit of a company which performs all or part of the primary functions of the main company on a smaller scale.

**Enterprise:** It is an economic transactor with autonomy in respect of financial and investment decision-making, as well as authority and responsibility for allocating resources' for the production of goods and services. It may be engaged in one or more productive activities.

**Establishment:** Is an enterprise or part of an enterprise that is situated in a single location and in which only a single productive activity is carried out or in which the principal productive activity accounts for most of the value added.

**Economic Activity of the Establishment:** Is the production of goods and services that are intended for sale or for own final consumption. It can either be principal, secondary or ancillary, as described below.

**International Standard Classification of All Economic Activities (ISIC):** Is a statistical classification of establishments developed by the United Nations (UN); it classifies establishments according to their major kind of economic activity.

**Institutional Unit:** An institutional unit may be defined as an economic entity that is capable, in its own right, of owning assets, incurring liabilities and engaging in economic activities and in transactions with other entities.

**Legal Entity:** Is a body created for purposes of production, mainly corporations, non-profit institutions (NPIs) and government units.

**Principal/Main Activity:** Is the activity that contributes most to the economic performance of the entity. Its value added exceeds that of any other activity carried out within the same unit.

**Secondary Activity:** Is an activity carried out within a single producer unit in addition to the principal activity. The value added of a secondary activity must be less than that of the principal activity.

**Single Unit:** Is an enterprise that carries out its operations under a single entity in one physical location only. It exists in no other place other than the place where you find it.

### 2.5.2 Wholesale and Retail Trade Statistics

**All Other Expenditure:** This is the total of all current expenditure except cost of sales as defined above. Out of this we need three items specified; wages and salaries, depreciation and interest paid.

- i) *Wages and Salaries:* Ordinary and overtime earnings before tax and other deductions; salaries and fees paid to directors; leave payments, bonuses and allowances; employers' contributions to social security (e.g. pension, medical aid); fringe benefits in cash; and payments in cash to employees such as meals or subsidized housing.
- ii) *Depreciation:* This is the lost value of fixed assets recorded in the income statement.
- iii) *Interest:* Payments on all loans as well as interest paid in respect of financial leases.

**Cost of Sales:** They include the cost of goods purchased for sale without further processing. It is calculated as;  
$$\text{Cost of Sales} = \text{Purchases of goods for resale} + \text{Opening stocks of goods for resale} - \text{Closing stocks for resale}$$

**Capital Expenditures:** These are purchases of new and used vehicles, machinery and other equipment (e.g. furniture) less sales of any such items used by the establishments. Expenditure on the erection of new buildings and

works, as well as additions to and alterations of existing buildings and works are included in capital expenditure. Finally, purchases less sales of existing buildings must be included.

**Income:** Is defined as receipts, both in cash or in kind, which are regular or recurring.

**Employment Income:** Comprises of receipts from the engagement in economic activities, strictly in an employment-related capacity. It consists of direct wages and salaries, cash bonuses, commission's directors' fees etc. It can be in cash (monetary) or in kind (goods and services).

**Income from Self-Employment or Entrepreneurial Income:** Is defined as the net income derived from self-employment in household enterprises, businesses, trade, crop cultivation and independent professional activities. According to the SNA this is defined as a mixed income from the unincorporated enterprises.

**Other Income:** It consists of goods produced by households for their own consumption valued at the market prices prevailing during the reference period. The imputed income obtained is also considered as other income.

**Property Income:** Is an income from ownership of financial and non-financial assets, e.g. interest, dividends, rent etc.

**Turnover:** This is the sales value of goods and services of retailers excluding value added tax (VAT), for example repair services, sales of goods in a general café, rentals of equipment, and commission received by agents. Exclude discounts given and general sales tax.

### 2.5.3 Manufacturing Statistics

- Activity Code:** This is the 4-digit unique international number allocated to each type of activity underlined in the United Nations International Standard Industrial Classification (ISIC).
- Compensation of Employees:** Compensation of employees is defined as the total remuneration, in cash or in kind, payable by the establishment to an employee in return for work done by the latter during the reference period
- Industry:** The main type of activity carried out at person's place of work irrespective of what other work is done.
- Itinerant Unit:** It is a mobile production unit, which does not operate at a fixed location. Examples are hawkers and sellers along the road within a makeshift location, taxi operators and units involved in construction activities.
- Manufacturing:** This includes the physical or chemical transformation of materials, substances, or components into new products. Units engaged in manufacturing are often described as plants, factories or mills and characteristically use power-driven machines and materials-handling equipment.
- Mining and quarrying:** This includes the activities relating to extraction of minerals occurring naturally as solids (coal and ores), liquids (petroleum) or gases (natural gas). Extraction can be achieved by different methods such as underground or surface mining.
- Production Quantity:** Is the total amount of a homogeneous commodity manufactured from an establishment in a given period of time, expressed in standard units of measurement.
- Production Value:** Is the worth or price of the quantities produced by an establishment in a given period of time.

- Production Volume Index:** Is a volume index that measures the average change over time in the volume of goods produced domestically
- Unit of Measurement:** The specific magnitude of a physical quantity defined and adopted by convention, and or by law, that is used as a standard for measurement of the same physical quantity.
- Sales Quantity:** Is the worth or price of all commodities sold by an establishment within a given period. Sales value is often referred to as turnover.

#### 2.5.4 National Accounts Indicators

- Asset:** Is a store of value representing a benefit or series of benefits accruing to the economic owner by holding or using the entity over a period of time. It is a means of carrying forward value from one accounting period to another.
- Basic Price:** Is the amount receivable by the producer exclusive of taxes on products (e.g. excise duty and Value Added Tax) and inclusive of subsidies on products. Gross output is valued at basic prices.
- Consumption:** Is defined as the act of using up the goods and services in a process of production or for the direct satisfaction of human needs or wants. The activity of consumption consists of the use of goods and services for the satisfaction of individual or collective human needs or wants.
- Consumption of Fixed Capital (CFC):** Cost of production for the use of fixed assets. It measures the decline in the current value of the stock of fixed assets – wear and tear, economic obsolescence.
- Durable Goods:** Are goods that may be used continuously over a period of more than one year assuming a normal or average rate of physical uses.
- Expenditure:** Refers to the values or amounts that buyers pay to sellers in exchange for goods or services that sellers provide to them or to other institutional units designated by the buyers.



**Final Consumption Expenditure:** Expenditure on goods and services that are used for the direct satisfaction of individual needs (individual consumption) or collective needs of members of the community. This includes Household Final Consumption Expenditure and Government Final Consumption Expenditure.

**Household Expenditure and Consumption:** Can be defined as follows:

- Cash spent on purchases of goods and services used for living purposes.
- The value of goods and services received as pay, or part of pay, from employer.
- Consumption from own produced food or food and firewood fetched free.
- Estimated rent value for owner-occupied dwelling or provided free or subsidized from other sources.
- Cash spent or/and the value of own produced goods given away for taxes (harvest- or land taxes), gifts, contributions, interests on debts and other non-consumption items.

**Gross Domestic Product (GDP):** Is the sum of gross value added of all resident producer units plus that part (possibly the total) of taxes on products, less subsidies on products, that is not included in the valuation of output. It is also equal to the sum of the final uses of goods and services (all uses except intermediate consumption) measured at purchasers' prices, less the value of imports of goods and services.

**Gross Domestic Product (GDP):** The total market value of all final goods and services produced within a country in a given period

**Gross Domestic Expenditure (GDE):** It refers to the sum of the market value of all domestic expenditures made on final goods and services (excluding intermediate consumption) during an accounting period.

**Gross National Income (GNI):** The total value of goods and services produced within a country (i.e. its Gross Domestic Product), together with its income

received from the rest of the world (ROW) (interest and dividends), less similar payments made to other countries. In other words, GNI is GDP less primary incomes payable to non-resident units plus primary incomes receivable from non-resident units.

**Gross National Disposable Income (GNDI):** This refers to GNI plus all current transfers in cash or in kind receivable by resident institutional units from non-resident units minus all current transfers in cash or in kind payable by resident institutional units to non-resident units.

**Gross Savings:** It is a balancing item in the use of income account derived as gross national disposable income less final consumption expenditure.

**Gross Fixed Capital Formation (GFCF):** The total value of a producer's acquisitions, less disposals, of fixed assets during the accounting period plus certain additions to the value of non-produced assets (such as subsoil assets or major improvements in the quantity, quality or productivity of land) realized by the productive activity of institutional units.

**Intermediate Consumption:** Is the indirect and delayed consumption of goods and services used for production of other goods and services that ultimately lead to human needs.

**Mixed Income:** The balance or residual in household enterprise; combination of compensation and operating surplus

**Net Lending/Borrowing:** The amount of financial assets that are available for lending or needed for borrowing to finance all expenditures - current, gross capital formation, non-produced non-financial assets, and capital transfers - in excess of disposable income. It is the balancing item in the capital account and is defined as: (Net saving plus capital transfers receivable minus capital transfers payable) minus (the value of acquisitions less disposals of non-financial assets, less consumption of fixed capital.

**Nominal GDP:** A gross domestic product (GDP) figure that has not been adjusted for inflation.

- Operating Surplus:** Is the balance or residual when all the costs are deducted from the value of goods and services produced.
- Per Capita GDP:** Is the average production per person of goods and services for a specified period such as one year. In other words, is the GDP per head calculated as the aggregate of production (GDP) divided by the population size.
- Purchaser's Price:** Is the amount payable by the purchaser exclusive of deductible taxes on products (e.g. deductible VAT) or similar deductible tax in order to take delivery of a unit of a good or service at the time and place required by the purchaser.
- Purchasing Power Parity (PPP):** The rate at which the currency of one country needs to be converted into that of a second country to ensure that a given amount of the first country's currency will purchase the same volume of goods and services in the second country as it does in the first.
- Real GDP:** An inflation-adjusted measure that reflects the value of all goods and services produced in a given year, expressed in base-year prices. Often referred to as "constant-price" It usually reflects the volume.
- Value Added at Basic Prices:** Is equal to the gross output at basic prices less the value of intermediate consumption at purchaser's prices.

### 2.5.1 Poverty

- Absolute Poverty:** The level of the standard of living measure that enables a household to meet its basic needs. It reflects the monetary cost of meeting basic food and non-food requirements of life.
- Head Count Poverty:** The percentage or proportion of persons taken to be poor, in relation to the total population in a given area.
- Headcount Index or Incidence of Poverty:** The proportion of population below a given poverty line and is usually expressed as a percentage of the total population.

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<b>Gini Coefficient:</b>	The ratio of the area between the 45-degree line and the Lorenz curve to the area of the entire triangle, which measures inequality in household consumption per adult equivalent.
<b>Poverty Gap Index:</b>	The percentage of the poverty line income needed to bring those below the poverty threshold up to the poverty line. It measures the depth of poverty given by the gap between the actual income of the poor households and the poverty line.
<b>Poverty Profile:</b>	A description of how the extent of poverty varies across sub groups of a given population characterized by either gender, geographical location, type of economic activity, or source of income.
<b>Poverty Line:</b>	An income level that is considered minimally sufficient to sustain a family in terms of food, housing, clothing, medical needs, and so on. Households or individuals whose incomes fall below the poverty line or whose consumption level is valued at less than the value of a determined poverty line are classified as poor.
<b>Poverty Gap:</b>	The difference between the poverty line and the mean income of the poor expressed as a ratio of the poverty line.
<b>Poverty Severity Index:</b>	The mean depth of poverty as a proportion of the poverty line and shows the distribution of poverty among the poor.
<b>Relative Poverty:</b>	The position of an individual or household income compared to the average income in a given area.

## 2.6 FOREIGN TRADE AND PRICE STATISTICS

The Foreign Trade and Price Statistics Division is a division within the Bureau of Statistics which deals with economic statistics in respect with international trade and price behaviour. International trade data is collected from the department of customs and excise (DCE) of Lesotho Revenue Authority (LRA), Lesotho Electricity Company (LEC), Lesotho Products Marketing Services (LPMS), Lesotho Stone, Lesotho Highlands Development Authority (LHDA) and the Department of Mines and Geology (DMG) while price data is collected from various outlets.

### 2.6.1 Foreign Trade Statistics

**Balance of Trade (Trade Balance):** Refers to the state of keeping imports and exports in balance (exports minus imports) with no net flows and this keeps the international BOP of a country in equilibrium.

**Commodity:** An economic good such as a product of agriculture, mining, or a customized or mass produced article that is readily exchanged within the market.

**Country of Origin:** Refers to the country from which goods originate. This is the country from where goods were grown, produced or manufactured according to the laid down rules of origin.

**Country of Destination:** It is the last known country to which exported goods were dispatched.

**Cost Freight and Insurance (C.I.F.):** The value at which goods were purchased plus the cost of transportation up to the border of the importing country and insurance plus customs duties or other customs charges.

**Cross-Border Shopping:** Describes the situation where individual consumers travel to a neighbouring country in order to benefit from lower prices or the availability of different products from those obtainable in their domestic market.

**Customs Territory:** Territory in which the customs law of a country applies in full.

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<b>Export Growth Rate:</b>	The annual compound percentage change in the value of exports between two periods.
<b>Economic Territory:</b>	The geographic territory administered by a government within which persons, goods and capital circulate freely.
<b>Free on Board (F.O.B.):</b>	The transaction value of the goods and the value of the services performed to deliver goods to the border of the exporting country.
<b>Free Circulation Area:</b>	A part of the economic territory of a country within which goods may be disposed of without customs restrictions.
<b>General Trade System:</b>	All goods entering the economic territory of a compiling country and all goods leaving the economic territory of a compiling country.
<b>Import Growth Rate:</b>	The annual percentage change in the value of imports from the previous year.
<b>Merchandise Exports:</b>	All goods which subtract from the stock of material resources of a country by leaving its economic territory.
<b>Merchandise Imports:</b>	All goods which add to the stock of material resources of a country by entering its economic territory.
<b>Re-Exports:</b>	Exports of foreign goods in the same state as previously imported.
<b>Re-Imports:</b>	Goods imported in the same state as previously exported.
<b>Special Trade System:</b>	Is in use when the statistical territory comprises only a particular part of the economic territory, mainly that part which coincides with the free circulation area for goods.
<b>Statistical Territory:</b>	The territory where data are being collected that is, goods which enter or leave the statistical territory are to be recorded in the external trade statistics.

**Terms of Trade (TOT):** The ratio of average export price (or export unit value) to average import price (or imports unit value), and is an important indicator for assessing the purchasing power of a country's exports.

## 2.6.2 Price Statistics

**Aggregate:** A set of transaction (or their total value) such as the total purchases of households on goods and services in a certain period.

**Aggregation:** The process by which consumer price indices (CPIs) for lower-level aggregates are averaged or otherwise combined to obtain CPI for higher-level aggregates.

**All-Items-Index:** The highest level of aggregate of a CPI which covers all the items within the scope of CPI.

**Annual Inflation Rate:** The change in the CPI for all items of the relevant month of the current year compared with the CPI for all items of the same month in the previous year expressed as a percentage.

**Base Period:** The period with which all other periods are compared.

**Basket:** The set of goods and services of which the prices are actually included in a CPI.

**Carli Index:** An elementary price index defined as a simple, or un-weighted, arithmetic average of the sample price relatives.

**COICOP:** The Classification of Individual Consumption by Purpose is a reference Classification by the United Nations that divides the purpose of individual consumption expenditures incurred by three institutional sectors, namely households, non-profit institutions serving households and general government.

**Consumers:** A person or group of people who are the final users of products or services.

- Consumer Price Index (CPI):** A measure of changes in the prices of consumption goods and services acquired or used by households.
- Compensation Index:** A CPI designed to be used primarily as a measure of inflation faced by employees, for informing wage negotiations or for indexation of wages.
- Constant-Tax Index:** A type of CPI which excludes price changes which are directly due to changes in indirect taxation.
- Core Inflation:** A type of CPI which shows the underlying trend in inflation by excluding those movements which arise from transient factors such as seasonality or other short term price volatility (It is also known as “underlying” inflation).
- Cost of Living Index (COLI):** An index which measures the change between two periods in the minimum expenditures that would be incurred by a utility-maximising consumer whose preferences or tastes remain unchanged, in order to maintain a given level of utility, standard of living or welfare.
- Customer:** The usual description in the Handbook of a consumer as an individual purchaser.
- Commodity Index:** It is an aggregate of the indices for all commodity items (durable, semi-durable and non-durable).
- Fisher Price Index:** The geometric average of the Laspeyres price index and the Paasche price index. It is a symmetric and superlative index.
- Fixed Basket Index:** A CPI which uses the same basket in each time period, normally consisting of the total quantities consumed by households over a period of a year.
- Fixed Weight Index:** A series of weighted arithmetic averages of price relatives that all use the same (constant) weights.



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<b>Goods:</b>	Physical objects for which a demand exists, over which ownership rights can be established, and for which ownership can be transferred between units by engaging in transactions on the market.
<b>HCPI:</b>	The Southern African Development Community Harmonized Index of Consumer Prices, developed to ensure comparability of CPIs among members of the SADC.
<b>Imputed Price:</b>	The price assigned to an item for which the price is missing in a particular period. The same term is also applied to the price of an item that is not sold on the market, such as a good produced for own consumption.
<b>Imputed Rent:</b>	The rent which an owner-occupied dwelling may be expected to cost if it were let on the open market. Used as an estimate of the shelter costs of owner occupiers.
<b>Imputed Transaction:</b>	A situation where, in order to impute a price, the transaction itself has to be an imaginary one. An example is the valuation of own account consumption.
<b>Indexation:</b>	The periodic adjustment of the money values of some regular scheduled payments (such as wages, pensions, rents etc.) based on the movement of the CPI or other price index.
<b>Item:</b>	An individual, specified good or service in the sample of products selected for pricing.
<b>Laspeyres Price Index:</b>	A basket index in which the basket is composed of the actual quantities of goods and services in the earlier of two periods to be compared (the price reference period).
<b>Linking:</b>	Connecting together two consecutive sequences of price observations or price indices which overlap in one or more periods.
<b>Lower Price Index:</b>	A CPI that measures the proportionate change in the total value of a specified basket of goods and services between the two periods being

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	compared. The basket does not necessarily have to consist of the actual quantities in some period.
<b>New product:</b>	A “new product” may be of a revolutionary or evolutionary type. It may also be a product which has been introduced into a country’s CPI because it has become widely consumed.
<b>Outlet:</b>	The interface between a supplier of products and the consumer. It may be a shop, a market stall, a catalogue, a website etc. Also referred to as a “retail outlet”, although it can include wholesale outlets which also sell directly to the consumer.
<b>Paasche Price Index:</b>	Is the price index where the numeraire is the bundle of goods using base year prices but current quantities.
<b>Price Reference Period:</b>	The period for which the prices appear in the denominator of the price relatives.
<b>Price Relative:</b>	The ratio of the price of an item in one period to the price of that same item in some other period.
<b>Price Updating:</b>	A procedure whereby the quantities in an earlier period are re-valued at the prices of a later period, using components of the CPI.
<b>Rebasing:</b>	May have different meanings in different contexts: <ul style="list-style-type: none"><li>• Changing the weights used for a series of indices;</li><li>• Changing the price reference period used for a series of indices;</li><li>• Changing the index reference period for a series of indices, for instance from 1990=100 to 2005=100.</li></ul> Rebasing can involve the simultaneous changing of both weights and the price reference period.
<b>Replacement Product :</b>	A product chosen to replace a product for which prices have been collected previously, either because the previous product has disappeared altogether or because it accounts for a diminishing share

of the sales of the outlet, or of the expenditures within the elementary aggregate.

- Representative Product:** A product, or category of products, that accounts for a significant proportion of the total expenditures within an elementary aggregate, and/or for which the average price change is expected to be close to the average for all products within the aggregate.
- Seasonal Adjustment:** The removal of seasonal influences from a CPI, done in order to provide a clearer picture of the underlying trend in the index. Not to be confused with the treatment of seasonal products.
- Seasonal Products:** Products that are either not available on the market during certain seasons or periods of the year, or are available throughout the year but with regular and significant fluctuations in the quantities available or in demand and prices that are linked to the season or time of the year.
- Services:** Services (as opposed to goods) are products which do not have a physical presence.
- Service Index:** It is an aggregate of the indices for all services.
- Substitute:** An item or product of which the characteristics are similar to those of another item or product and that can be used to meet the same kinds of consumer needs or wants.
- Substitution:** The replacement in consumer purchases of products by substitutes, typically in response to changes in relative prices.
- Substitution Bias:** The bias which results when a basket index is used to estimate a cost of living index, because a basket index cannot take account of the effects on the cost of living of the substitutions made by consumers in response to changes in relative prices. Sometimes also used more generally in the context of all CPIs.
- Substitution Effect:** The effect of substitution on the value of a CPI.

## 2.7 ENVIRONMENT AND ENERGY STATISTICS

Environment and Energy Statistics is the division within the Lesotho Bureau of Statistics responsible for the production of Energy, Air & Climate Change, Biodiversity, Solid Waste, Water and Sanitation as well as Land Use statistics. Data sources are from various government ministries in the form of secondary data. Primary data is also obtained through surveys and from private companies. Other sources include specialized studies.

### 2.7.1 Air and Climate Change

**Agriculture Emissions:** Emissions from the breeding of livestock, field burning of agricultural residues, prescribed burning of savannas and other agricultural activities.

**Annual Mean Concentration:** Arithmetic mean over all valid measurements for the respective year.

**Background Site:** A monitoring station remote from any industrial and densely populated area.

**Climate:** The average of weather over a long period of time.

**Climate Change:** Seasonal changes over a long period of time (30 Years).

**Energy Activities (Production and Use):** This category comprises all emissions related to the production and use of energy in any sectors of the economy and households. It includes emissions from fuel combustion as well as fugitive fuels.

**Energy Industries:** Emissions from fuel combustion in public electricity and heat production, in petroleum refining, manufacturing of solid fuels and other energy industries.

**Fuel Combustion:** These include emissions caused by the burning of fossil fuels in any process. It comprises the combustion of fuels in the energy industries, all other industries and transport; it includes small combustion activities such as in commercial, institutional or

residential buildings, fuel combustion in agriculture and in all other activities. CO<sub>2</sub> emission from the combustion of biomass is excluded.

**Fugitive Emissions from Fuels:** Intentional or unintentional releases of gases from anthropogenic activities. In particular, they may arise from the production, processing, transmission, storage and use of fuels, and include emissions from combustion only where it does not support a productive activity.

**Global Warming:** Refers to the increase of temperature on the earth surface due to the increase of concentration of greenhouse gases especially carbon dioxide (CO<sub>2</sub>).

**Industrial City:** Industrial city in which a significant number of inhabitants are exposed to the highest level of industrial pollution.

**Industrial Processes:** Emissions from processes such as chemical industry, metal industry, production and use of mineral products and other industries.

**Non-Methane Volatile Organic Compounds (NM-VOCs):** A group of solvent-like organic compounds that easily evaporate at normal temperatures. They are produced mainly in fuel combustion and in processes that use solvents or solvent-based products such as painting, metal degreasing etc

**Manufacturing Industries and Construction:** Emissions from fuel combustion in manufacturing industries (except coke ovens that are allocated under Energy industries) and construction.

**Other Fuel Combustion:** Emissions from fuel combustion in commercial, institutional and residential buildings, agriculture, forestry, fishing and other non-specified fuel combustion (e.g. military

**Other Sources of Emissions:** Emissions from waste water treatment, waste disposal on land, waste incineration, land-use changes, forestry and other activities which have not been covered above.

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<b>Transport Emissions:</b>	Emissions from fuel combustion in transport activities such as domestic air transport, road transport, railways, navigation and other transport. Evaporative emissions from vehicles are also included in this category.
<b>Total Emissions:</b>	Emissions from human activities in the country.
<b>Solvent Use:</b>	Emissions from paint application, degreasing and dry cleaning, manufacturing and processing of chemical products, and other processes using solvents and other solvent based products.
<b>Suspended Particulate Matter (SPM10):</b>	Finely divided solids or liquids, less than 10 $\mu\text{m}$ (micrometers) that may be dispersed through the air from combustion processes, industrial activities or natural sources.
<b>Weather:</b>	The state of the atmosphere over a place at that particular time.

### 2.7.2 Biodiversity Statistics

<b>An Invertebrate:</b>	Is an animal without a backbone.
<b>Angiosperms:</b>	These are flowering plants.
<b>Bryophytes:</b>	Refer to all land plants that do not have true vascular tissue
<b>Conserved Catchment Area:</b>	These were the identified eroded areas and different conservation structures were used to normalize the originality of such areas and to prevent further soil erosion.
<b>Gymnosperms:</b>	These are seed bearing but non-flowering plants.
<b>Plants:</b>	A group of living organisms that are typically characterized by their green colour.
<b>Pteridophytes:</b>	These are plants with tissues which conduct water and nutrients.

<b>Thallophytes:</b>	These are referred to as lower plants and include micro-organisms such as yeast, as well as the more familiar mushrooms.
<b>Vertebrates:</b>	These are animals with backbone and spinal columns.
<b>Vertebrates' Status:</b>	Refers to the availability of vertebrates in every living day.
<b>Wetland:</b>	An area where water covers the soil, or is present either at or near the surface of the soil all year or for varying periods of time during the year, including during the growing season.

### 2.7.3 Energy Statistics

<b>Access to Energy:</b>	An entity (household, institution) has access to a source of energy if it is within the proximity to the usable source of energy.
<b>Availability of Energy:</b>	A source of Energy is available to an entity if it is connected or present in it.
<b>Charcoal:</b>	The solid residue from the carbonization of wood or other vegetal matter through slow pyrolysis.
<b>Coal:</b>	A solid fossil fuel consisting of carbonized vegetal matter.
<b>Coke:</b>	Coke is manufactured through coal pyrolysis.
<b>Coal Pyrolysis:</b>	The heating of coal in an oxygen-free atmosphere to produce gases, liquids and a solid residue (char or coke).
<b>Crude Oil:</b>	A mineral oil of natural origin comprising mixture of hydrocarbons and associated impurities, such as sulphur.
<b>Electricity:</b>	Electric current used or regarded as a source of power.

<b>Energy:</b>	The amount of work a physical system is capable of performing, which changes the position, physical composition or temperature of an object
<b>Energy Balance:</b>	A supply and use account that shows the origins and uses of all sources of energy used in a given country during the year.
<b>Fuel Wood:</b>	Fuel wood or firewood obtained from natural or managed forests or isolated trees.
<b>Jet Fuel:</b>	This is a specialized type of petroleum-based fuel used to power aircraft.
<b>Lignite:</b>	Dark brown to black combustible mineral with characteristics between peat and coal.
<b>Liquefied Petroleum Gases:</b>	LPGs are light paraffinic hydrocarbons derived from the refinery processes, crude oil stabilization and natural gas processing plants.
<b>Non Renewable Energy:</b>	It is a form of energy source that cannot be replenished. This includes fossil fuels.
<b>Renewable Energy:</b>	It is a form of energy source that can be replenished. This includes wind, solar, biomass (Shrubs, dung, wood), hydro and biogas.
<b>Peat:</b>	Dark fibrous material created when decomposition fails to keep pace with the production of organic matter.
<b>Petroleum:</b>	A complex of liquid hydrocarbons, chemical compounds containing hydrogen and carbon, occurring naturally in underground reservoirs in sedimentary rock.



## 2.7.4 Land Use Statistics

- Agricultural Land:** Land under scattered farm buildings, yards and their annexes, permanently uncultivated land such as uncultivated patches, banks, footpaths, ditches, headlands and shoulders.
- Built-Up and Related Land:** Land under houses, roads, mines and quarries and any other facilities, including their auxiliary spaces, deliberately installed for the pursuit of human activities. Included are also certain types of open land (non-built-up land), which are closely related to these activities, such as waste tips, derelict land in built-up areas, junk yards, city parks and gardens, etc. Land under closed villages or similar rural localities are included.
- Desertification:** The process of land degradation in arid, semi-arid and dry sub-humid areas resulting from various factors including climatic variations (e.g. drought) as well as direct and indirect human activities (e.g. overgrazing, intensive agricultural cultivation).
- Dry Open Land With Special Vegetation Cover:** Non-wooded land which is covered by low vegetation (less than 2 metres).
- Erosion-Extreme:** Terrain is irreclaimable and beyond restoration. Original biotic functions are fully destroyed.
- Erosion-Light:** Terrain, with net annual soil loss that may or may not have somewhat reduced agricultural productivity, that is suitable for local farming systems. Restoration to full productivity is possible by modifications of the management systems. Original biotic functions are largely intact.
- Erosion-Moderate:** Terrain not described in light erosion that has greatly reduced agricultural productivity, but is still suitable for use in local farming systems. Major improvements are required to restore productivity. Original biotic functions are partially destroyed.

- Erosion-Strong:** Terrain is not reclaimable at farm level. Major investments - engineering works - are required for terrain restoration. Original biotic functions are largely destroyed.
- Fallow Agricultural Land:** It includes land not under cultivation that is set at rest for a period of not less than three years. Arable land which is normally used for the cultivation of temporary crops, but which is temporarily used for grazing is included.
- Forest:** Land under forestry or no land use, spanning more than 0.005 km<sup>2</sup> (0.5 hectares); with trees higher than 5 meters and a canopy cover of more than 10 percent, or trees able to reach these thresholds *in situ*.
- Land Under Permanent Crops:** This signifies land used for crops occupying it for a long period of time and which do not have to be planted for several years after each harvest.
- Land Under Permanent Meadows and Pastures:** This means land used permanently (i.e., for five years and more) for herbaceous forage crops.
- Other Agricultural Land:** This includes all agricultural land which is not specified elsewhere. Such land may be potentially productive or not.
- Open Land Without or With Insignificant Vegetation Cover:** Non-built up land of which the surface is either not covered at all by vegetation or scarcely covered by some vegetation, which precludes its inclusion in other categories of the classification.
- Other Wooded Land:** Land under forestry or no land use, spanning more than 0.005 km<sup>2</sup> (0.5 hectares); with trees higher than 5 meters and a canopy cover of 5-10 percent, or trees able to reach these thresholds *in situ*, or with a combined cover of shrubs, bushes and trees above 10 percent.
- Salinization:** The net increase in salt concentration in the top soil leading to declining productivity or biodiversity. Salinization can be a result of

the clearing of native vegetation, the overuse of irrigation, or the evaporation of saline groundwater.

**Soil Erosion:** Wearing away of topsoil by the natural physical forces of water and wind. It can be measured as net loss and applied to one of four categories: light; moderate; strong; and extreme. Alternatively, erosion can be measured visually or derived on the basis of reduced productivity

**Total Area of the Country:** Total area (of country) including area under inland water bodies (= Total land area + waters).

**Total Area Affected (by Salinization):** Sum over all four categories, i.e. 'Agricultural land', 'Forest and other wooded land', 'Dry open land with special vegetation cover' and 'Open land without, or with insignificant vegetation cover'.

**Total Land Area:** Total land area excluding area under inland or tidal water bodies.

**Waters:** This relates to the part of the national territory, which is covered by surface waters.

**Wet open land:** Non-wooded sites partially, temporarily or permanently water-logged, the water of which may be fresh, brackish or saline, on blanket or raised peat lands. The water may be either stagnant or running, and is usually shallow, especially if it is saline.

### 2.7.5 Waste Statistics

**Agriculture and Forestry Waste:** All waste from agricultural and forestry activities. Manure used as fertilizer should not be included; only 'surplus' (or excess) manure should be included.

**Construction Waste:** All waste from construction activities.

**Composted (Waste):** Composting is a biological process that submits biodegradable waste to anaerobic or aerobic decomposition, and that results in a product that is recovered.

- Energy production Waste:** All waste from electricity, gas, steam and hot water supply.
- Hazardous Waste:** Wastes that, owing to their toxic, infectious, radioactive or flammable properties pose a substantial actual or potential hazard to the health of humans and other living organisms and the environment.
- Incinerated (Waste):** The controlled combustion of waste with or without energy recovery.
- Industrial Waste:** Comprises waste from mining and quarrying, manufacturing industries, energy production and construction.
- Landfill Site:** Sites that manage the final placement of waste in or on the land in a controlled or uncontrolled way.
- Landfilled (Waste):** It includes all amounts going to landfill, either directly, or after sorting and/or treatment, as well as residues from recovery and disposal operations. The definition covers both landfill in internal sites (i.e. where a generator of waste is carrying out its own waste disposal at the place of generation) and in external sites.
- Manufacturing Industries Waste:** All waste from manufacturing industries.
- Mining and Quarrying Waste:** All waste from mining and quarrying activities.
- Municipal Waste:** Municipal waste includes household waste and similar waste. Bulky and yard waste are also included in the definition.
- Municipal Waste Generated:** This is the sum of the amount of municipal waste collected plus the estimated amount of municipal waste from areas not served by a municipal waste collection service.
- Municipal Waste Collected:** Municipal waste collected by or on behalf of municipalities, as well as municipal waste collected by the private sector.

**Municipal Waste Managed in the Country:** The amount of municipal waste collected in the country minus the amount exported before treatment or disposal plus the amount imported for treatment or disposal.

**Recycled (Waste):** Recycling is defined as any reintroduction of waste material in a production process that diverts it from the waste stream, except re-use as fuel. Both re-processing as the same type of product, and for different purposes should be included. Recycling within industrial plants i.e. at the place of generation should be excluded.

**Other (Waste Treatment/Disposal):** Any other final treatment or disposal different from recycling (composting), incineration and landfill. Permanent storage of waste is included here.

**Share of Total Population:** The percentage of the overall population covered by regular municipal waste removal services.

**Solid Waste:** The useless and unwanted products in the solid state derived from the activities of and discarded by society.

**Treatment Plant:** Facilities for the physical, thermal, chemical, or biological processing of waste, that change the characteristics of the waste in order to reduce its volume, or hazardous nature, facilitate its handling, or enhance recycling. Composting plants are included here.

**Waste:** These are materials that are not prime products (i.e. products produced for the market) for which the generator has no further use for his own purpose of production, transformation or consumption, and which he discards, or intends or is required to discard.

### 2.7.6 Water Statistics

**Actual Evapo-Transpiration:** Total actual volume of evaporation from the ground, wetlands and natural water bodies and transpiration of plants.

**Access to Improved Sanitation:** The percentage of the population using improved sanitation facilities. The improved sanitation facilities include flush/pour flush

(to piped sewer system, septic tank, pit latrine), ventilated improved pit (VIP) latrine, pit latrine with slab, and composting toilet.

**Access to Safe Drinking Water:** Is defined as availability of at least free 20 litres of water per person per day from a source within a radius of 150 meters from the household.

**Advanced Treatment:** Is a process capable of reducing specific constituents in waste water not normally achieved by other treatment options. Advanced treatment technology covers all unit operations which are not considered to be mechanical or biological.

**Biochemical Oxygen Demand (BOD5):** Amount of dissolved oxygen required by organisms for the aerobic decomposition of organic matter present in water. This is measured at 20 degrees Celsius for a period of five days. The parameter yields information on the degree of water pollution with organic matter.

**Biological Treatment:** Processes which employ aerobic or anaerobic micro-organisms and result in decanted effluents and separated sludge containing microbial mass together with pollutants. Biological treatment processes are also used in combination and/or in conjunction with mechanical and advanced unit operations

**Chemical Oxygen Demand (COD):** Index of water pollution measuring the mass concentration of oxygen consumed by the chemical breakdown of organic and inorganic matter. This is a measure of potassium permanganate ( $\text{KMnO}_4$ ) consumed, calculated in terms of oxygen equivalent.

**Chlorophyll-a (Chl-a):** The photosynthetic green pigment present in most plants or algae. Chlorophyll is an indicator of the degree of eutrophication of water bodies.

**Desalinated Water:** Total volume of water obtained from desalination processes.

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<b>Dissolved Oxygen (DO):</b>	It refers to amount of gaseous oxygen (O <sub>2</sub> ) actually present in water expressed in terms of its presence in the volume of water (milligrams of O <sub>2</sub> per litre).
<b>Exports of Water:</b>	Total volume of bulk fresh water that is exported to other countries as a commodity through a tunnel. Bottled water is excluded.
<b>Faecal Coliform:</b>	Microorganisms found in the intestinal tract of human beings and animals. Their presence in water indicates faecal pollution rendering water unsuitable for drinking without prior treatment.
<b>Fresh Ground Water:</b>	Water which is being held in, and can usually be recovered from, or via, an underground formation. All permanent and temporary deposits of water, both artificially charged and naturally occurring in the subsoil, of sufficient quality for at least seasonal use are included. This category includes phreatic water-bearing strata, as well as deep strata under pressure or not, contained in porous or fractured soils.
<b>Fresh Surface Water:</b>	Water which flows over, or rests on the surface of a land mass, natural watercourses such as rivers, streams, springs, lakes, etc., as well as artificial watercourses such as irrigation, industrial and navigation canals, drainage systems and artificial reservoirs. Water abstracted through bank filtration is included under fresh surface water.
<b>Imports of Water:</b>	Total volume of bulk fresh water that is imported from other countries as a commodity through a tunnel.
<b>Irrigation Water:</b>	Water which is applied to soils in order to increase their moisture content and to provide for normal plant growth.
<b>Internal Flow:</b>	Total volume of river run-off and groundwater generated, in natural conditions, exclusively by precipitation into a territory.
<b>Long-Term Annual Average:</b>	Arithmetic average of available water over at least 20 consecutive years.

**Mechanical Treatment:** Processes of a physical and mechanical nature which results in decanted effluents and separate sludge. Mechanical processes are also used in combination and/or in conjunction with biological and advanced unit operations. Mechanical treatment is understood to include at least such processes as sedimentation, flotation, etc.

**Non-Fresh Water Abstraction:** It includes sea water and transitional water, such as brackish swamps, lagoons and estuarine areas.

**Non Treated Waste Water:** Waste water discharged into ambient media without treatment.

**Outflow of Surface and Ground Waters:** It is an actual outflow of rivers and groundwater into neighboring countries.

**Other Supply:** Any supply of water not specified elsewhere, in particular, supplies from commercial and industrial establishments, whether marketed or not. Also included is supply of reusable water.

**Population Connected to Waste Water Collecting System:** The percentage of the resident population connected to the public waste water collecting systems (sewerage). Public waste water collecting systems may deliver waste water to treatment plants or may discharge it without treatment to the environment.

**Population Connected to Waste Water Treatment:** The percentage of the resident population whose waste water is treated at public waste water treatment plants.

**Population Connected to Independent Treatment (Septic Tanks):** The percentage of resident population whose waste water is treated in individual, often private facilities such as septic tanks.

**Precipitation:** Total volume of atmospheric wet precipitation (rain, snow, hail, dew, etc.) falling on the territory of the country over one year, in millions of cubic meters (mio m<sup>3</sup>).



**Regular Freshwater Resources 95% of the Time:** Portion of the total freshwater resource that can be depended on for annual water development during 19 out of 20 consecutive years, or at least 95 percent of the years included in longer consecutive periods. This item yields information about the average annual long-term availability of fresh water for use in human activities.

**Renewable Groundwater Available for Annual Abstraction:** Recharge less the long term annual average rate of flow required to achieve ecological quality objectives for associated surface water. It takes account of the ecological restrictions imposed to groundwater exploitability; other restrictions based on economic and technical criteria could also be taken into account in terms of accessibility, productivity and maximum production cost deemed acceptable by developers. The theoretical maximum of groundwater available is the recharge.

**Residence Time (Hydraulic Retention Time):** The time interval that a portion of water is in a lake.

**Safe Drinking Water:** Water that is free from disease-causing organisms, toxic chemicals, color, smell, and unpleasant taste

**Sanitation:** It is defined as the proportion of the population with reasonable access to sanitary means of excreta and waste disposal, including outdoor latrines and composting.

**Self-Supply:** Abstraction of water for own final use.

**Stratification:** The arrangement of a body of a lake into two or more horizontal layers of differing characteristics, such as temperature, density, etc.

**Surface Area:** Area covered by the surface of the lake.

**Total Dissolved Solids (TDS):** Total weight of dissolved mineral constituents in water. Excessive amounts make water unsuitable for drinking or for use in industrial processes.

**Total fresh Water Available for Use:** Total gross fresh water abstraction - Water returned without use plus Imports of water minus Exports of water plus Desalinated water plus Total reuse of fresh water

**Total Gross Fresh Water Abstraction:** Total of fresh surface water and fresh groundwater abstractions over one year within the national territory.

**Total Nitrogen:** Sum of inorganic and organic nitrogen compounds (excluding N<sub>2</sub>) in water measured in terms of nitrogen.

**Total Phosphorus:** Sum of phosphorus compounds in water measured in terms of phosphorus. Phosphorus is an element that, while being essential to life as a key limiting nutrient factor, nevertheless contributes, together with nitrogen, to the eutrophication of lakes and other bodies of water.

**Total Public Water Supply:** Water supplied by economic units engaged in collection, purification and distribution of water.

**Total Renewable Fresh Water Resources:** Internal flow plus actual external inflow of surface and groundwater's.

**Total Re-use of Fresh Water:** Fresh water that has undergone waste water treatment and is deliverable to a user as reclaimed waste water.

**Total Sewage Sludge Production:** The accumulated settled solids, either moist or mixed, with a liquid component as a result of natural or artificial processes that have been separated from various types of waste water during treatment.

**Total Waste Water Treatment:** Process to render waste water fit to meet applicable environmental standards or other quality norms for recycling or reuse.

**Total Waste Water Generated:** The quantity of water in cubic meters (m<sup>3</sup>) that is discharged due to being of no further immediate value to the purpose for which

it was used or in the pursuit of which it was produced because of its quality, quantity or time of occurrence.

**Total Water Supply:** Delivery of water to users and abstraction for own final use. Total water supply excludes water used in hydropower generation.

**Treated in Independent Treatment Facilities:** These are individual private treatment facilities that are used to treat domestic and other waste water in cases where a public waste water network is not available or not justified either because it would produce no environmental benefit or it would involve excessive cost.

**Treated in Other Treatment Plants:** A situation where treatment of waste water in any non-public treatment plants are treated.

**Water Losses During Transport:** Volume of water lost during transport between a point of abstraction and a point of use, and between points of use and reuse.

**Water Resources:** Are sources of water that are potentially useful to humans. It is naturally replenished by precipitation in a form of rain, hail, snow etc.

**Waste Water Treated In Public Treatment Plants:** All treatment of waste water in municipal treatment plants by official authorities, or by private companies for local authorities, whose main purpose is waste water treatment.

**Water Returned Without Use:** Water abstracted from any fresh water source and discharged into fresh waters without use, or before use. It occurs primarily during mining and construction activities.

## 2.8 SURVEY METHODOLOGY AND CARTOGRAPHY

The division is responsible for the development and improvement of survey methods and designs, maintenance of up-to-date Master sample frame, development and maintenance of statistical standards and classification systems, and conduct of statistical research activities. Furthermore, this division manages and coordinates all Cartographic and GIS projects relating to mapping and data generation including activities such as documentation, design, maintenance, and enhancement of GIS information to meet the needs of the Bureau of statistics and other Ministries, Departments and Agencies.

### 2.8.1 Sampling

- Accuracy:** Total error of an estimate. It is the combination of errors from different sources including any biases as well as random components of error. An accurate estimate is a precise estimate that has little or no bias. It is the closeness of an estimate to the parameter whereas “precision” is closeness to the expected value.
- Area Sampling:** A special case of cluster sampling. The sampling units are areas of land, commonly called segments, which have identifiable boundaries. The idea is to divide the entire land area of the population to be surveyed into segments and to select a sample of segments. The process of area sampling is usually accomplished by selecting the sample in stages that avoids the necessity of dividing the entire population into segments.
- Bias:** The difference between the expected value of an estimate and a parameter. If the average of the sampling distribution does not equal the parameter, the estimate is biased.
- Census:** A statistical survey which, from a mathematical viewpoint, is a special case of sampling. Sampling is a general case and a census is the special case when all elements of the population are assigned a probability equal to one of being included in the sample.
- Census Correctly Enumerated Person:** A person who was enumerated as a usual member of a household on census night but not in the PES.

**Census Erroneously Enumerated person:** A person who was enumerated as a usual member of the household on census night either due to fabrication or duplication (i.e. enumerated as a usual member of a household in more than one household).

**Cluster Sampling:** The selection of clusters (complete groups) of elements. That means the sampling units are “clusters” of elements. Identification of elements belonging to each sampling unit (cluster) in a sample is often part of field operations. There must be rules for associating each element of the population with one and only one cluster.

**Coefficient of Variation:** Another term for “relative standard error”, which is used to assess the size of the standard error relative to estimate of the characteristic being measured. It is the ratio of the standard error of the survey estimate to the average value of the estimate itself, across all possible samples.

**Content Error:** Is defined as the error in recording characteristics of those persons that were enumerated because of erroneous or inconsistent responding, failure of enumerators to obtain or record accurately the required data and clerical and processing errors.

**Coverage Error:** Is defined as the error in the count of persons and housing units in the form of omissions, erroneous inclusions and duplications due to defective field operations, lack of cooperation of respondents or loss/misplacement of census forms.

**Design Effect:** Compares the variance of estimators from one sample design to those from an SRS. It is the ratio of the sampling variance of an estimator under a given design to the sampling variance of an estimator under simple random sample of the same sample size.

**Domains:** Subdivisions of the population for which estimates are made. Domain specifications have an important bearing on sample design and estimation procedures.

- Expected Value:** An average value of all possible estimates under specified conditions. The letter E is used to denote the expected value. The expected value of a random variable x would be written as:  $E(X) = \sum p_i x_i$ .
- In-Mover:** A person who usually lived in the household on PES night but did not usually live in the household on census night.
- Intra-Class Correlation Coefficient:** A measure of the degree to which elements within clusters (sampling units) are similar. High intra-class correlation means low sampling efficiency (high sampling variance) compared to a sample with individual elements as the sampling units, assuming the same number of elements in both samples.
- Multi-Stage Sampling (Two or more stages of sampling):** Is the process of selecting a sample in two or more successive stages.
- Non-Mover:** A person who usually lived in the household on both the census night and PES night.
- Non-Response:** Refers to failure to get information from the sampling units or respondents.
- Non-Sampling Error:** A general term applying to all sources of error other than error attributable to sampling. It includes error from any defects in the sampling frame, response error, non-response error, and errors in the data processing stage.
- Out-Mover:** A person who usually lived in the household on census night but no longer usually lives in the household by the PES night.
- Out-of-Scope:** A unit which does not fall within the reference period/ scope of any survey, an example can be a child born after the census night, and/or a person who usually lived outside Lesotho on the census night but usually lived in the household on PES night.
- Probability Sample:** A sample obtained by the application of the theory of probability. In probability sampling, every element in a defined population has a known, non-zero, probability of being selected. It should be possible

to consider any element of the population and state its probability of selection.

**Probability of Inclusion:** The probability that any given sampling unit in the population has of being included in the sample. For example, with a population of  $N$  sampling units, each sampling unit in the population has a probability equal to  $n/N$  of being in the sample of  $n$  units.

**Probability of Selection:** The probability of a sampling unit being selected at any given random draw. Although “probability of selection” is often used as meaning “probability of inclusion” the probability that a unit has of being selected at any given random draw and of being included in a sample is an important distinction”.

**Primary Sampling Unit:** Sampling unit at the first stage of sampling in a multi-stage sampling plan.

**Post Enumeration Survey:** Is a survey that is designed to evaluate the coverage as well as the content error of the Population and Housing Census.

**Precision:** Variation of estimates obtained in repeated trials under the same conditions. Standard error is a measure of precision. It is the closeness of possible estimates under specified conditions to the center of the sampling distribution.

**Response Rate:** The result of dividing the number of people who were interviewed by the total number of people in the sample who were eligible to participate and should have been interviewed.

**Statistical Survey:** An investigation involving the collection of data. Observations or measurements are taken on a sample of elements for making inferences about a defined group of elements.

**Sampling Unit:** This is an element or group of elements of a population, which is convenient for selecting samples. A sampling unit can be a group of persons, households or administrative areas.

- Simple Random Sampling (SRS):** SRS is sometimes called unrestricted random sampling. It is a process of selecting  $n$  sampling units from a population of  $N$  sampling units so that each sampling unit has an equal chance of being in the sample. Every possible combination of  $n$  sampling units has the same chance of being chosen. SRS sample can be selected through the use of random number tables.
- Sampling Error:** It is random error attributable to sampling, thus a part of the difference between a population value and sample estimate derived from the use of a random sample.
- Sampling Efficiency:** The variance of estimates for one sampling plan compared to another variance assuming simple random sampling of the same size.
- Sampling Weight:** The process of improving survey results by making adjustments for total non-response, to conform to the known population distribution in order to improve precision of sample estimates and analysis of data obtained from a complex sample surveys.
- Self-Weighting Sample:** A sample whereby all elements of the population have equal chance of being in the sample, so that the sample data need not be weighted. Reasons for designing a sample that is not self-weighted are usually either matters of sampling efficiency or to better serve the objectives of domain estimates.
- Stratification:** The classification of sampling units in a population into groups called strata. The strata might be defined as domains for which estimates are derived, or as mutually exclusive homogeneous groups of sampling units to reduce sampling error or for both purposes.
- Stratified Random Sampling:** It is a selection of a probability sample from each stratum of a stratified population in order to make the variation within each stratum very small among the sampling units.
- Systematic Sample:** A sample obtained by selecting every  $n$ th element in an array of elements of the population. A random starting point between 1 and “ $k$ ” is selected, where “ $k$ ” is the sampling interval and is equal to



N/n. According to the definition of a sampling unit, a systematic sample would consist of only one sampling unit which is a group of elements equally distributed through the file.

**Sampling with Probability Proportional to Size (PPS):** A method of sampling whereby a sampling unit has a probability of selection that is proportional to its “size”. This technique is generally used in multi-stage sampling. It can also be a valuable technique in a single-stage sampling.

**Sample Design:** A specification for selecting a sample. Such specifications are determined with regard to the purpose of the survey and achieving low sampling errors (efficient sampling for a given cost).

**Sampling Frame:** A list of all sampling units of the population. It enables probability sampling. A frame is needed whether sampling or a census is involved.

**Sampling Distribution:** The probability distribution of all possible estimates that an estimator might give under a specified sampling plan.

**Standard Error:** The square root of the sampling variance. It pertains to the sampling distribution of an estimate  $\bar{x}$  which is assumed to be normally distributed.

**Unbiased Estimator:** The estimator that is unbiased with regard to sampling and estimation methods. With an unbiased estimator, the center of the sampling distribution is on target (equal to the parameter) assuming that the only source of error is sampling.

**Unit of Observation:** A unit for which data are obtained.

**Unit of Analysis:** A unit for tabulation or analytical purposes. In many cases, “element,” “unit of observation” and “unit of analysis” can be the same unit.

**Unbiased Estimate:** An estimate produced by an unbiased estimator. Such an estimate is “unbiased” only with regard to the techniques of selecting the sample and of estimation. It is not free of possible bias from other sources.

## 2.8.2 Mapping

**Administrative Unit:** It is defined as geographic area that serves administrative and governmental functions. It is usually defined and established by legal action.

**Base Map:** A map that shows fundamental geographic features that can be used for location reference. Sample features are roads, administrative boundaries and settlements. Base maps are used to compile new geographic data or for reference in display of the thematic map information.

**Cartography:** The art and science of creating two-dimensional representation of some part of the Earth’s surface. Features represented may be real objects (topographic map) or they may represent concepts and more abstract characteristics (thematic map).

**Census Geographic Framework:** The geographic collection and reporting units used by census office in the census enumeration and data tabulation. This includes the hierarchical structure of the census and administrative units, their designations and codes and the relationship between different units.

**Enumeration Area:** Is defined as smallest geographic unit in which the enumeration is to be carried out by a single enumerator during the specified period of enumeration. The size of enumeration area is usually established in terms of number of household it contains.

**Enumeration Area Map:** Is a reference map that shows the boundaries of an EA and the principal physical features and landmarks (e.g., institutions, mountains, rivers and roads etc).

- Dwelling Unit:** Structure or part of a structure or group of structures occupied or meant to be occupied by one or more than one household.
- Direction:** Is defined as a basic element that one needs to understand in order to be able to orient your enumeration area map in the field. The directions on a map can be determined with reference to north, which is usually indicated by north arrow. Once the *north* direction is known, other directions can be determined with reference to its cardinal points, i.e. *east* on the right, *west* on the left and *south* down below.
- Flag:** Is a feature annotated in an enumeration area map to help an enumerator to locate an enumeration area.
- Geographic Information Systems (GIS):** A collection of computer hardware, software, geographic data and personnel assembled to capture, store, retrieve, update, manipulate, analyze and display geographically referenced information.
- Geographic Information Systems Database:** It's a database that contains information about location of the real-world features and the characteristics of those features.
- Global Positioning System (GPS):** A satellite based navigation used to determine the location of any point on the earth's surface with a high degree of accuracy. The level of accuracy depends on the receiver and its application.
- Legend:** The legend explains symbol keys that have been used on the map to depict various geographic features.
- Map:** **It is a representation of some part of earth's surface drawn on a flat surface (e.g. paper or a computer display).**
- Map Elements:** Components of a thematic or topographic map such as title, legend, scale, north arrow, graticule, borders and neat-lines.

**Map Orientation:** In using a map in the field, it is important to line up the map with the ground map.

- *By a road or lane* - If there is a road, which is also shown on the map, one should turn the map until the road on it aligns with the road on ground. One should be careful that positions of other features on the sides of road also match with respective symbols on the map.
- *By distant point* - Identify a distant feature on the ground and its location on the map. If your position is known on the map, you can pin the map down there and rotate it to align the feature on the map with its actual location on the ground.

**Scale:**

This refers to the relationship between the distance on a map and the corresponding distance on earth surface. It is reported in a ratio form, for instance 1:100,000, which means that 1 centimeter on a map equals 100,000 centimeters on earth's surface.

**Scanning:**

This refers to a data- capture technique in which information on hard copy documents is captured and converted into a digital image by means of a light-sensitive optical device. For map data, scanning is an alternative to data input by digitizing. After scanning a map, the image data are usually converted to vector format, using raster-to-vector conversion software or on-screen tracing of line and point features.

**Sketch Map:**

A map (often hand-drawn) that shows main features of a given area but which may not have a high degree positional accuracy and may thus not correctly represents the distances and dimensions of an objects. A sketch map may a high degree of logical accuracy, meaning that relationships between objects are correctly represented. Sketch map is also called schematic or cartoon map.

<b>Spatial Data:</b>	Information about the location dimensions and shape of and the relationship among, geographic features. In GIS, spatial data are technically classified as points, lines, areas and raster grids.
<b>Structure:</b>	It refers to various types of buildings used for accommodation and also buildings that are not intended for human occupation. Such structures include - houses, townhouses, flats/apartments, hostels, huts, hotels, shops, bars, restaurants, schools, government offices, church etc.
<b>Starting Point:</b>	Clearly marked identifiable feature within an enumeration area where an enumerator is supposed to start navigation within an enumeration area.
<b>Thematic Map:</b>	It is defined as a map that presents a specific concept, subject or topic. A thematic map can show quantitative or qualitative information.
<b>Topographic Map:</b>	It is map of mostly real-world features, including elevation contours, rivers, roads, settlements and landmarks. The standard map sheets created by a national mapping agency at various scales are typically topographic maps.
<b>Raster Data:</b>	A data model that presents information as a regular array of rows and columns, similar to a grid or image. Raster cells are usually, but not always squares. Area or line features are represented as a group of adjacent raster cells with same value.
<b>Vector Data:</b>	A GIS data model in which the location and shape of an object is represented by points, lines and areas that are fundamentally made up of x,y coordinates.

## 2.9 CROSS-DOMAIN CONCEPTS

The section presents General Statistical Concepts and Definitions used in the National Statistical System (NSS).

**Agro-Ecological Zone:** A geographical area with fairly homogeneous climate, soils and general ecology.

**Cattle-Post:** Establishment of small infrastructure in a secluded place known for activities associated with livestock.

**Census:** A survey conducted on the full set of observation objects belonging to a given population or universe at specified time and place.

**Data Collection:** Systematic process of gathering data for official statistics.

**Data Compilation:** Operation performed on already gathered data to derive new information according to a given set of rules.

**Data Dictionary:** It refers to the data catalogue that describes the contents of a database. Information is listed about each field in the attribute tables and about the format, definitions and structures of the attribute tables.

**Data Editing:** Activity aimed at detecting and correcting errors, logical inconsistencies and suspicious data.

**Data Validation:** Process of monitoring the results of data compilation and ensuring quality of statistical results.

**Database:** A logical collection of information that is interrelated and which is managed and stored as a unit, for instance in the same computer file. The term database and data set are used interchangeably.

**Database Management Systems (DBMS):** A software package designed for managing and manipulating tabular data. A DBMS is used for input, storage, manipulation, retrieval and query of data.

<b>Ecological Zone:</b>	A geographical area with fairly homogeneous ecology.
<b>Household:</b>	A person or number of persons living together and sharing common catering arrangement. Households with two or more members may or may not have a common budget; they may or may not have a blood relationship; or they may have both.
<b>Household Size:</b>	The number of normally resident members of a household is its size.
<b>Household Head:</b>	Person who is considered by the household to take full responsibility in household, such a person does not necessarily need to be elderly person in the household.
<b>Household Member:</b>	A person who normally lives in a household and is either present or temporarily away from the household for a period of less than six months at the time of total enumeration.
<b>Long Reference Period:</b>	Is usually a twelve-month period (or a year). The data and statistics relating to the long reference period are said to be usual.
<b>Metadata:</b>	Data about data. A collection of information that describes the content, quality, condition, format, lineage and any other relevant characteristic of a data set.
<b>National Statistical System (NSS):</b>	It is the group/collection of statistical organizations and units within a country that jointly collect process and disseminate official statistics on behalf of national government.
<b>Urban Area:</b>	Formal (gazetted) area characterized by either by higher population density, high level of economic activities or high level of infrastructure. In Lesotho all urban areas are demarcated and designated by the Land Administration Authority based on the already mentioned characteristics.

<b>Peri-Urban:</b>	An area that somewhat mirrors the characteristics of an urban area but to a lesser extent. In this area, only some of the facilities found in urban areas exist; the population concentration is also moderate.
<b>Population:</b>	Refers to totality of organisms of the same group or species including persons living in a same geographical area.
<b>Official Statistics:</b>	The body of statistical information produced, validated, compiled and disseminated by Statistics Authorities.
<b>Respondent:</b>	The person who provides answers to the interviewer of the person who records the answers in self-administered questionnaire. The person should be mature and well informed about the unit of enumeration and its characteristics.
<b>Reference Period:</b>	It refers to the time to which the statistical data or statistics relate to or refers to.
<b>Rural Area:</b>	An area that lacks if not all the facilities or amenities found in the urban areas.
<b>Short Reference Period:</b>	Is usually between one day and a month. The data and statistics relating to the short reference period are said to be current.
<b>Statistical Information:</b>	Any organized quantitative and/or qualitative information obtained from statistical data that facilitate understanding of economic, political, demographic, social, environmental and cultural trends, and gender and governance etc related issues.
<b>Sample:</b>	It is a subset of a population made up of one or more sampling units. It is a selected portion of a population drawn to provide information on the population as a whole or units of interest.
<b>Statistics:</b>	Data required for production of organized statistical information, obtained from censuses and statistical surveys or administrative records.



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