

REPORT ON THE

STATISTICS INVENTORY

MINISTRY OF TOURISM TRADE AND INDUSTRY

POLICY ANALYSIS UNIT

July 2008

TABLE OF CONTENTS

LIST OF ACRONYMS	iii
EXECUTIVE SUMMARY	iv
1.0 Introduction.....	6
2 FINDINGS.....	8
2.1 Tourism Development	8
2.2. Museums and Monuments	12
2.3. Uganda Tourist Board.....	15
2.4 Wildlife Conservation.....	17
2.5 Uganda Wild life Authority	20
2.6. Uganda Wildlife Education Centre.....	24
2.7. Internal Trade.....	27
2.8 External Trade.....	30
2.9 Uganda Export Promotions Board.....	32
2.10 Uganda Revenue Authority.....	35
2.11 Cotton Development Organisation.....	38
2.12 Uganda Manufacturers Association (UMA)	41
2.13 Co-operatives Development.....	43
2.14 Uganda Co-operative Alliance Limited	46
2.15 Industry and Technology.....	49
2.16 Uganda National Bureau of Standards.....	52
2.17 Uganda Industrial Research Institute (UIRI)	55
2.18 Management Training and Advisory Centre.....	57
2.19. Finance and Administration	61
3 RECOMMENDATIONS.....	65
Appendix 1: Summary of the available datasets by respective institutions.....	66
Appendix 2: Institutional and departmental training needs	70
Appendix 3: Data sets not readily available	71
Appendix 4: Institutions visited.....	73
Appendix 5: The questionnaire used.....	74

LIST OF ACRONYMS

EPRC-Economic Policy research Centre
IMS- Information Management Strategy
IAP –Information Access Policy
UBOS - Uganda National Bureau of Standards
MITTI- Ministry of Tourism, Trade and Industry
MUK- Makerere University Kampala
MUBS-Makerere University Business School
UMA- Uganda Manufactures Association
UWA- Uganda Wildlife Authority
UWEC- Uganda Wildlife Education Centre
UTB- Uganda Tourist Board
EU –European Union
UEPB -Uganda Export Promotion Board
UBOS - Uganda National Bureau of Standards
UCA - Uganda Cooperative Alliance
CDO – Cotton Development Organisation
MFPED-Ministry of Finance Planning and Economic Development
MTAC – Management Training and Advisory Centre
PN SD- Plan for National Statistical Development
PSFU- Private Sector Foundation Uganda
UN-United Nations
UNCCI-Uganda National chamber of Commerce and Industry
UNFF-Uganda National Farmers Federation
URA- Uganda Revenue Authority

EXECUTIVE SUMMARY

In the execution of its mandate of: “formulating and supporting strategies, plans and programs that promote and ensure expansion and diversification of tourism, trade, cooperatives, environmentally sustainable industrialization, appropriate technology, conservation and preservation of other tradable national products, generating wealth for poverty eradication and benefiting the country socially and economically,” one of the key functions of the Ministry of Tourism, Trade and Industry is collecting, processing, analyzing, and disseminating national and international information on the respective sectors to improve rational decision-making.

Under phase 1 of the Plan for National Statistical Development (PNSD) supported by the Department for International Development (DFID), the Ministry carried out an inventory of the existing statistics in the Ministry, its affiliated institutions as well as other Ministries, Departments and Agencies whose mandates and functions directly relate to that of MTTI. The inventory is a major bench mark of the existing statistics, statistical management practices as well as the gaps which will be the basis for the desired interventions to deliver the necessary changes in the MTTI statistical system. This report presents the key findings of the inventory.

Methodology of data collection

The Ministry departments generally rely on secondary data sources mainly publications by the Uganda Bureau of Statistics while affiliated institutions/agencies depend on administrative records as principal sources of statistics. A few surveys are conducted as well while Censuses are only employed in establishing animal populations in the protected areas.

Tools

The soft ware most commonly used to capture and manipulate data in the Ministry include excel, word, access, GPS, ASYCUDA, SQL and MOVIS.

Frequency of production

Most of the available data was reported to be regularly updated on a monthly, quarterly or annual basis.

Availability and accessibility

Though a number of data sets were reported as available, they are not easy to access due to a number of reasons ranging from incompatible file formats to absence of specific persons to handle statistics in the various departments/organisations. This among other effects diminishes the level of utilisation. levels of aggregation,

Data dissemination and sharing

There is little sharing of data and information in the Ministry and when done it is shared in form of reports (hard copies) leaving little room for further analysis by the recipients. This reduces the user friendliness of the data/statistics.

Statistical Handling skills

Although there are more persons with data entry and analysis skills compared to other statistical handling requirements, there are clear pointers to a general deficiency in the necessary statistical handling skills. More training is needed particularly in other statistical packages other than excel.

Data gaps

The major data gaps identified in the Ministry of Tourism, Trade and Industry, its affiliated statutory institutions and agencies include insufficient statistical management skills, weak statistical handling equipment and tools, adhoc statistical management practices, inadequate data sets and non availability of the relevant statistics to the users.

Data systems

There is no evidence of well structured statistical/data systems in the Ministry save for the isolated pockets of statistics/data in some departments and units. Data collection is generally adhoc, the statistical tools are scanty and there are a few specialised personnel to manage the Ministry's statistics.

To support and or improve the Ministry's statistical function, the following training requirements were identified: statistical analysis (235 persons), Microsoft office (224 persons) database management (156 persons), project management (143 persons), networking (112 persons), programming (105 persons) and GIS/Remote sensing (18 persons).

1.0 Introduction

The mandate of the Ministry of Tourism, Trade and Industry (MTTI) is: “formulating and supporting strategies, plans and programs that promote and ensure expansion and diversification of tourism, trade, cooperatives, environmentally sustainable industrialization, appropriate technology, conservation and preservation of other tradable national products, generating wealth for poverty eradication and benefiting the country socially and economically.”

The above mandate is executed in accordance to the functions enumerated here under:

- (i) Formulating and reviewing where necessary, appropriate policies, legislation, regulations and standards for the sustainable development of tourism, trade, industrialization and technology, co-operative movement and national natural and cultural heritage for increased wealth and benefit to the country.
- (ii) Initiating, co-ordinating, supporting, overseeing and where applicable, facilitating implementation of strategies and programmes aimed at enhancing the development and promotion of tourism, trade, co-operatives, industry and technology, conservation and preservation of national natural and cultural heritage and ensure their maximum benefit to the country.
- (iii) Inspecting, monitoring and evaluating the progress, standards, and efficiency of the various sectors, under its mandate for quality assurance, policy direction and guidance.
- (iv) Conducting studies and evaluating the impact of the sectoral, fiscal and other policies on the advancement of the diversified Sector so as to advise stakeholders appropriately.
- (v) Promoting and co-ordinating the research activities and initiatives of the Sector, with a view to ensure, that results are utilized and are beneficial to the country and all stakeholders.
- (vi) Assessing the need and, where necessary, mobilizing resources to support balanced industrial, co-operatives, tourism, and entrepreneurial development for the eradication of poverty in the country.
- (vii) Collecting, processing, analyzing, and disseminating national and international information on the respective sectors hence providing vital input necessary to improve rational decision-making.
- (viii) Participating in negotiations

Currently, data management in the sector is departmentalized and ad hoc which negatively impacts on the degree of its utilization both within and outside the sector. To achieve the above mandate as well as reverse the negative trend in the generation and use of statistics in the sector, it is necessary that collecting, processing, analyzing, and disseminating sector specific statistics and information to the key stakeholders be done continuously and reliably.

Under the Plan for National Statistical Development (PNSD) supported by the Department for International Development (DFID), the Ministry carried out an inventory on the then existing statistics in the Ministry, its affiliated institutions as well as other Ministries, Departments and Agencies whose mandates and functions directly relate to that of MTTI. The inventory is a major bench mark of the existing statistics, statistical management practices as well as the gaps which will be the basis for the desired interventions to deliver the necessary changes in the MTTI statistical system. This report presents the key findings of the inventory.

1.1 Objective of the Assignment

The main objective of the assignment was to establish an inventory of statistics and indicators that capture the overall mandate and functions of the Ministry of Tourism, Trade and Industry. The inventory constitutes the methodologies of data collection, availability of data, existing data sets and data gaps among others. The inventory will serve as a reference for future updates in the statistical developments in the Ministry. The inventory entailed review of the existing data sets, the methodologies used, coverage, data/statistics availability, levels of aggregation, quality, frequency of up-dating and utilization. It also documented the gaps in the statistical systems as identified by the departments and MDAs themselves.

1.3 Methodology

The inventory was compiled using a questionnaire pre-designed by the MTTI statistical committee. The questionnaire was administered to personnel responsible for either statistics or information technology (IT) where the former was lacking in the various institutions/departments. These respondents were identified by the various heads of department or the chief executives. The questionnaire was self administered in a few cases. The inventory was carried out between May and June 2008.

1.3 Scope of work/activities

The specific tasks included:

- i) Visiting all the departments, affiliated institutions and agencies (appendix I) that collect/compile trade, tourism and Industry related statistics; with a view to benchmarking their current statistical activities and handling practices;
- ii) Preparing an inventory of the different tools and data systems that are used by the stakeholders in i) above;
- iii) Reviewing the data collected, methodology, procedures used, coverage, availability, levels of aggregation, quality, frequency of up-dating, and utilization
- iv) Identify and document the major data gaps in the Ministry of Tourism, Trade and Industry and its affiliated statutory institutions and agencies.

2 FINDINGS

2.1 Tourism Development

2.1.1 Organisation roles, datasets details, policies and documentation

The table below highlights datasets available in the department/institution/agency while giving the sources of the datasets, frequency of production/updating, the manner in the datasets are stored, list of users, and at what levels can the datasets be aggregated.

Table 2.1.1: Organisation roles, datasets details, policies and documentation in the Tourism Development Department

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of desegregation	List of data users	In which format is data shared?
Tourists Arrivals and departures	Arrivals/departures by origin/destination	UBOS	Publications	Quarterly, annually	Text files	National	Internal, investors, researchers, tour operators, tourists, MOFPED	Website, hard copy
Earnings from Tourism		UBOS	Publications	adhoc	Text files	National	Internal, investors, researchers, tour operators, tourists, URA, MFPEP	Website, hard copy
Accommodation establishments	Accommodation establishments by location	Hotels	Survey	Adhoc	Spreadsheets, text files	National, regional, district	Internal, investors, researchers, tour operators, tourists, hoteliers.	Website, hard copy, email
Physical tourist attractions	tourist attractions by location	Attraction areas	Survey	Adhoc	Spreadsheets	National, district, regional	Internal, investors, researchers, tour operators, tourists,	Website, reports, publications
Tour operators	Tour operators by location	Tour companies	Administrative reports	Annually	Text files	District, national	Internal, investors, researchers, tour operators, tourists,	Website, reports

From the table above, the department heavily relies on secondary data sources mainly the Uganda Bureau of Statistics (UBOS). These sources are mainly periodic administrative reports and publications disaggregated at mostly national levels.

2.1.2 Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data.

The table below explains the tools used for capturing, manipulating, disseminating data and any documentation supporting the use of the available datasets.

Table 2.1.2: Tools/programs used to capture, store, analyse and disseminate data in Tourism Development Department

Name of Data Set	Tools Used to capture data <i>e.g- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> For each of the documents, indicate document format <i>(Word, Excel, PDF, etc)</i>
Foreign Tourist Arrivals and departures	Excel	Excel	Reports, website	
Earnings from Tourism	-	-	Reports, website	
Accommodation establishments	excel	Excel	Reports, website	
Physical tourist attractions	excel	Excel	Reports, website	
Tour operators	excel	Excel	Reports, website	

Table 2 shows that the department uses MS Excel for both data capture and manipulation while reports and the web site are used to disseminate the information generated.

2.1.3 Datasets not readily available

The table below summarises the datasets that are required by the organisation but can not easily be accessed.

Table 2.1.3: Datasets not readily available in Tourism Development Department

Data sets	Description
Current Accommodation establishments by district	
Occupancy rates	
Physical attractions	Physical attractions across the whole country
Employment data	By category location, and nationality

2.1.4 Existing data gaps in the department

The table below give data gaps ranging from human skills deficiency, financial incapacities to hardware and software deficit.

Table 2.1.4: Existing data gaps in Tourism Development Department

Data gaps	Description
Financial capacity	Funds to carry research
Human capacity	Lack of staff to carry out research

2.1.5 Skills available to support statistics generation and usage

Table 2.1.5: Skills available to support statistics generation and usage in Tourism Development Department

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring		7				
Data entry		7				
Data Analysis		3				

2.1.6 Training urgently needed to enhance statistics generation and usage

Table 2.1.6: Training urgently needed to enhance statistics generation and usage in Tourism Development Department

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)			
Database Management	6		
Project Management	7		
Statistical Analysis	5		
Networking	1		
Programming	1		

2.1.7 Planned interventions to improve statistical systems

The table shows planned activities to be carried out by the organisations as far as statistics are concerned.

Table 2.1.7: Planned interventions to improve statistical systems in Tourism Development Department

Intervention Description	Time frame	Sponsor
Sector Strategic Plan for statistics	November 2008	DFID
MICE catalogue – names, location, facilities, internet	On-going	Govt
Tourism Master Plan	March 2009	Govt

2.2. Museums and Monuments

Table 2.2.1: Organisation roles, datasets details, policies and documentation in Museums and Monuments Department

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
visitor ship	Visitors by site	Administrative records	On spot, record of attendance	Daily	Database	National and district	Government, Researchers, NGOs, International agencies	Hard copy
Artefacts and sites	Ethnography, archaeology, palaeontology, art, library, records	Administration records	On spot entries of new artefacts	annually	Registers		Government and corporate institutions	Hard copy

All the available data sets are from periodic administrative records and kept in hard copies.

Table 2.2.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data in Museums and Monuments Department

Name of Data Sets available	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>	Name of Data Set	Description	Source
Number of visitors	Visitor books, Excel	Excel	Manuals	Administration Reports	visitor ship	Visitors by site	Administrative records
Artefacts(collection) and sites	Past Perfect software	Past Perfect software	Brochures	Administration Reports	Artefacts and sites	Ethnography, archaeology, palaeontology, art, library, records	Administrative records

Table 2.2.3: Other datasets not readily available in the Museums and monuments

Data set	Description
Classification of visitors	International tourists, domestic tourists, national, school groups, male or female etc
Purpose of visit	Classify reason why visitors visit particular areas

Table 2.2.4: Skills available to support statistics generation and usage under Museums and Monuments

Skill	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring			6			
Data entry			6			
Data Analysis			6			
Web design/publishing/Programming						
Communications (Networking)						
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management						
Systems Administration						
Global Positioning System (GPS)						
Other technical expertise (Specify)						

Table 2.2.5: Training needed to enhance statistics generation and usage in Museums and Monuments

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	14					
Database Management	6	2		6	2	
Project Management	6	2		6	2	
Statistical Analysis	6	2		6	2	
Networking	6	2		6	2	
Programming	2	2		6	2	

2.2.6 Other data gaps existing

- Skills in statistical handling

Table 2.2.6: Planned interventions to improve statistical system

Intervention description	Time frame	Sponsor (if any)
Training in conservation	3 months	government
Purchasing computers, scanners, Backups (4)	4 months	government

2.3. Uganda Tourist Board

Table 2.3.0.1 Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Tourists Arrivals and departures	Arrivals/departures by origin/destination	UBOS	Publications	Quarterly, annually	Text files	National	Prospecting investors, UIA, academicians, domestic tour operators	Website, hard copy
Events Information	Events Information News Letters	Administrative records/report	Administrative records	Monthly	Text file	National	MTTI, MoFA, Tour operators, tourists,	<i>Website, Email, publications</i>
Picture gallery	Tourism photo gallery	Protected areas and attractions	Surveys	Adhoc	GPEG, TIF	Individual display	Domestic tour operators, advertisers, MTTI, CAA, MoFA, media Centre	Softcopies

Table 2.3.0.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data.

Name of Data Set	Tools Used to capture data <i>(e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> For each of the documents, indicate document format <i>(Word, Excel, PDF, etc)</i>
Tourists Arrivals and departures	Excel	Excel	Email, publications	
Events Information	Word	Word	Email, publications	
Picture gallery		GPEG, TIF	CDs, Flash disks	

Table 2.3.0.3: Skills available to support statistics generation and usage

Most of the existing skills are at graduate level which gives the institution an edge in statistical handling.

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring		5	5		1	10
Data entry		5	1			6
Data Analysis						
Web design/publishing/Programming						
Communications (Networking)		1				1
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management		4				4
Systems Administration						
Global Positioning System (GPS)						

Table 2.3.0.4: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)			
Database Management	4	2	1
Project Management	5	2	2
Statistical Analysis	5	2	2
Networking	5	2	2
Programming	2	2	2

2.4 Wildlife Conservation

Table 2.4.1. Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Protected areas	Protected areas by name, size and location	Administrative records	UWA, Consultancy, Independent researcher	Quarterly, Adhoc	Text file	National, protected area	Internal, UWA, Tourists, researchers.	Website, workshops, hardcopies
Wildlife population	Numbers of wildlife population by type, sex and location	Administrative reports	UWA	Quarterly, Adhoc	Text file	Regional,	Internal, UWA, Tourists, researchers.	Website, workshops, hardcopies
Wild life trade	Numbers of wildlife exports/imports by type and destination/origin	Administrative records	Administrative reports-permits issued	Annually	Database/ spreadsheet	national	Internal, UWA, researchers.	Hard copy

Table 2.4.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> For each of the documents, indicate document format <i>(Word, Excel, PDF, etc)</i>
Wild life trade	Excel/word	Excel/word	Excel	Word
Wildlife population	word	Excel/word		
Wild life trade	word	word		

Table 2.4.3: Other data sets not readily available

Data set	Description
Wild life population status	Population of different species in and outside protected areas
Ranching/breeding operations	Data needed for all permitted breeders/ranchers of wild life-populations, mortalities, breeding successes, etc
Illegal Trade	Data on unauthorised /illegal trade internally and across borders. Much effort is needed to track on illegal trade
Ecological data	Estimates of existing wildlife species, their populations and trends, their habitats and life spans and production or yielding capacities.
Data on production systems	Number of individuals, enterprises or companies involved in wildlife trade; the nature of their trade, including products they deal in and their capacities
Data on the market	Commodity values, market availability and size, local and international supply and demand or consumption patterns for wildlife products

Table 2.4.4: Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	3	2		5		10
Data entry	3	2		5		10
Data Analysis	3	2		5		10
Web design/publishing/Programming					3	3
Communications (Networking)						
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management				3	3	
Systems Administration						
Global Positioning System (GPS)						

Table 2.4.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)			
Database Management	5	2	2
Project Management	5	2	1
Statistical Analysis	5	2	2
Networking	3		
Programming	3	2	2
Other (GIS/Remote sensing)	5	2	1

Table 2.4.6: Other data gaps existing

Data gaps	Description
Financial capacity	
Human capacity	
Training in collection and analysis packages	

Table 2.4.7: Planned interventions to improve statistical systems

Intervention description	Time frame	Sponsor (if any)
Training in Project management Monitoring and evaluation	2008/09	Government
Purchase of Computer and other equipment-2 laptops, flask disks	2008/09	Government

2.5 Uganda Wild life Authority

Table 2.5.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology (e.g survey, administrative data, ...)	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Staff Enrolment	Employees by Age Sex Grade	UWA	Administrative Records	Monthly	Spreadsheet Manual Files	Departmental Institutional	UWA	Hardcopy Website Email
Infrastructure	Infrastructure by Category Use Status	UWA	Administrative Record	Monthly	Manual files Spreadsheet	Institutional	UWA	Hardcopy Website Email
Assets Inventory	Assets by name/category, status and age	UWA	Administrative	Monthly Annually	Manual files Spreadsheet	Departmental Institutional	UWA	Hardcopy Website Email
Income	Source Department	UWA	Departmental Administrative	Daily Monthly Quarterly Annually	Manual files Spreadsheet	Department Institutional	UWA	Website Email
Expenditure	Vote Item Department	UWA	Departmental Administrative	Daily Monthly Quarterly Annually	Manual Files Spreadsheet	Departmental Institutional	UWA	Email
Ranger based data	Values/information	Patrols	Parks	daily	Database	National	UWA	-
Research catalogues	Catalogues of researches and researchers	Administration records	Administration researchers	Quarterly	Database	National Conservation areas	Academia, UWA	-
Animal Population	Number of animals by category	Census	Census exercise	Two yearly	Spread sheet	National All conservation areas	UWA, Prospecting investors, UIA, academicians, domestic tour operators, MTTI, MoFA,	Press
Animal	Species of different	UWA	Surveys	Annually	Text file	National,	MTTI, MoFA,	-

Name of Data Set	Description	Source	Methodology (e.g survey, administrative data, ...)	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Species	animals					Conservation areas	Tour operators, tourists, tourists	
Wildlife visitor statistics	Number of visitors in the parks	UWA	Administrative reports	Quarterly	Spreadsheet	National Conservation areas	UWA, MTTI, MFPED	-
Park maps	Area maps by location by significant physical features		Census of PAs		Spatial data	National Conservation areas	UWA, MTTI, tourists	-
Revenue sharing	Revenues shared by stakeholders in the parks	UWA	Administrative reports	Quarterly	Text file	National Conservation areas	UWA, local governments that neighbour PAs	-`
Illegal activities	List of illegal activities by protected area	Reports	Administrative reports	Quarterly		National Conservation areas	UWA	

Table 2.5.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Staff Enrolment	Excel	Excel	Reports	
Infrastructure	Excel	Excel	Reports	
Assets Inventory	Excel	Excel	Reports	
Income	Excel	Excel	Reports	
Expenditure	Excel	Excel	Reports	
Ranger based data	GPS	GIS	Reports	Administrator Manuals
Research catalogues	Access	Access	Reports	
Animal Population	Excel	Excel	Reports	
Animal Species	Word	Word	Reports	

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Visitor statistics	Excel	Excel	Reports	
Wild life use	Excel/ Word	Excel	Reports	
Revenue sharing	Word		Reports	
Illegal activities	Excel	Excel	Reports	

2.5.3 Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	50	100		1,000		1150
Data entry		100				100
Data Analysis		100				100
Web design/publishing/Programming	2					2
Communications (Networking)	2					2
Geographic Information Systems (GIS)		100		1,000		1100
Remote sensing/ Image processing						
Database Management		2		25		27
Systems Administration	2					2
Global Positioning System (GPS)				100		1000

Table 2.5.3: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	100	All	2	3
Database Management	23		1	3
Project Management	23		1	3
Statistical Analysis	100	Monitoring and research		1
Networking	23	Management information unit	1	3
Programming	3	Management information unit	1	3

2.6. Uganda Wildlife Education Centre

Table 2.6.1 Available datasets

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Staff Enrolment	Employees by Age Sex Grade	UWEC	Administrative Records	Monthly	Spreadsheet Manual Files	Departmental Institutional	Internal Use	Hardcopy Website Email
Visitor ship	No of visitor by Origin Age	UWEC	Administrative Records	Daily Monthly Quarterly Annually	Spreadsheet	Institutional	Internal Use	Website Email
Wildlife Population	Biodiversity by Species Age Sex Number	UWEC	Administrative Records	Daily	Manual files Spreadsheet	Departmental Institutional	Internal Use External Use(with UWA and researchers)	Hardcopy Website Email
Infrastructure	Infrastructure by Category Use Status	UWEC	Administrative Records	Monthly	Manual files Spreadsheet	Institutional	Internal Use External Use	Hardcopy Website Email
Assets Inventory	Assets by name/category, status and age	UWEC	Administrative Records	Monthly Annually	Manual files Spreadsheet	Departmental Institutional	Internal Use	Hardcopy Website Email
Income	Source Department	UWEC	Administrative Records	Daily Monthly Quarterly Annually	Manual files Spreadsheet	Department Institutional	Internal Use	Website Email
Expenditure	Vote Item Department	UWEC	Administrative Records	Daily Monthly Quarterly Annually	Manual Files Spreadsheet	Departmental Institutional	Internal Use	Email

Table 2.6.2: Programs used to capture, store, analyse and disseminate data

Staff Enrolment	Tools Used to capture data <i>e.g- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available (<i>e.g. User and Administrator Manuals, Metadata description or data dictionary, etc</i>) For each of the documents, indicate document format (<i>Word, Excel, PDF, etc</i>)
Staff Enrolment	Excel	Excel	Emails Meeting	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Visitor ship	Excel	Excel	Emails Meeting	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Wildlife Population	Excel	Excel	Emails Meeting	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Infrastructure	Excel	Excel	Emails Meetings	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Assets Inventory	Excel	Excel	Emails Meetings	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Income	Excel	Excel	Emails Meeting	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)
Expenditure	Excel	Excel	Emails Meeting	User and Administrator Manuals (Word Excel) Metadata Description (Excel Pastel)

2.6.1. Available skills to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	5	5	2			
Data entry	5	5	2			
Data Analysis	5	2	-			
Web design/publishing/Programming	2					
Communications (Networking)	1					
Geographic Information Systems (GIS)	-					
Remote sensing/ Image processing	-					
Database Management	1					
Systems Administration	1					
Global Positioning System (GPS)	-					
Other technical expertise	-					

Table 0.1: Training urgently needed to enhance statistics generation and usage

No.	Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
1	Microsoft Office (Word, Excel, Access)	5	3	
2	Database Management	5	3	
3	Project Management	3	3	
5	Statistical Analysis	4	3	
6	Networking	4	3	
7	Programming	1	3	
8	Other -Pastel	10		

Table 0.1: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
Training (pastel)	2 days	UWEC

2.7. Internal Trade

Table 2.7.1: Datasets available under Internal Trade

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Exports	Value of exports and commodity exports	UBOS, URA	Administrative reports, publications	Adhoc	Files/sp read sheets	<i>National</i>	MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Hard copy Website Email
Imports	Value of imports and commodity imports	UBOS, URA	Administrative reports, publications	Adhoc	Files/sp read sheets	<i>National</i>	MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Hard copy Website Email

Table 2.7.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> <i>For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Exports	Excel, Word	Excel, Word	Email, Hard copy	Reports cross check
Imports	Excel, Word	Excel, Word	Email, Hard copy	Reports cross check

Table 2.7.3: Data sets not readily available

Data sets	Description
Market information	Data related to various markets
Consumption of second hand items (clothes, shoes)	Consumption of second hand clothes, shoes at national level
Food consumption	Amount of food consumed in Kampala and its source
Commodity prices	Prices of foods different markets in the country
Clothes produced locally	
Statistics on commonly used services	Cost of transport of commodities by source and destination within the country Cost of transport of commodities by source and destination with our neighbour countries
Agricultural Production	Quantity of crops and livestock produced by location

Table 2.7.4: Other data gaps existing in the dept/institution

Data gaps	Description
Inadequate Statistical Analysis skills	Using MS excel, SPSS, Access to manipulate data

Table 2.7.5: Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	3	4	-	-	-	7
Data entry	-	-	-	-	-	-
Data Analysis	3	4	-	-	-	7
Web design/publishing/Programming						
Communications (Networking)						
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management						
Systems Administration						
Global Positioning System (GPS)						
Other technical expertise						

Table 2.7.6: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	6	Full Day	3
Database Management	6	Full Day	2
Project Management	6	Full Day	1
Statistical Analysis	6	Full Day	2
Networking			
Programming			

Table 2.7.7: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
Staff Sensitisation on the importance of statistics	2008/2009	Government of Uganda
Staff training in statistical handling techniques	2008/2009	Government of Uganda
Purchase of equipment –computers and soft ware	2008/2009	Government of Uganda
Extension to Districts	2008/2009	Government of Uganda
Training in basic statistical techniques	2008/09	DFID

2.8 External Trade

Table 2.8.1: Datasets available

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Exports	Value, volume and destination of exports	UBOS, URA	Administrative records, publications	Adhoc	Files/spread sheets	National	MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Hard copy Website Email
Imports	Value, volume and origin of imports	UBOS, URA	Administrative records, publications	Adhoc	Files/spread sheets	National	MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Hard copy Website Email

Table 2.8.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g. SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Exports	Excel, Word	Excel, Word	Email, Hard copy	Reports cross check
Imports	Excel, Word	Excel, Word	Email, Hard copy	Reports cross check

Table 2.8.3: Data sets not readily available

Data sets	Description
Production statistics	Production by type and location
Processing statistics	The extent of value addition by product/commodity
Domestic consumption statistics	Per capita consumption by commodity
Business Inventory	Business by category, span and status
Macro-economic Indicators	Macro-economic Indicators by type and status

Table 2.8.4: Other data gaps existing

Data gap	Description
Inadequate Statistical Analysis skills	Using MS excel, SPSS, Access to manipulate data

Table 2.8.5 Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring		6				6
Data entry		6				6
Data Analysis		6				6
Web design/publishing/programming		-				

Table 2.8.6 Training urgently need to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time	Priority
Microsoft Office (Word, Excel, Access)	5	Full day on a phased basis	1
Database Management	-		2
Project Management	7	Full day on a phased basis	
Statistical Analysis	5	Full day on a phased basis	
Networking	-		4
Programming	-		3

Table 2.8.7 Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
Training in basic statistical techniques	2008/09	DFID

2.8.1 Other remarks towards improving MTTI statistics

Should be put in graphic display for the ordinary citizens to get the full impression (graphs, maps, etc)

2.9 Uganda Export Promotions Board

Table 2.9.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Exports	Volumes, Values, Destination, Company name	Publications	UBOS	Annually	Spreadsheet	National	Exporters, academia, policy makers	Hard copy, website, export bulletin, annual report
Exporters		Survey	Exporting Companies	Annual	Database	National	Exporters, Importers, Policy Makers	Hard Copy, Website
Market Information Source	Market sources, prices, market access, market trends, standards, events	Publication/Reports	Various international sources	Annual	Database	National and international	Exporters, Importers, Policy Makers	

Table 2.9.2. Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Exports	Excel	Excel	Bulletin, CDs, journals, website	Programmers log
Exporters	Web based database	Excel	Website, journals, CDs	Programmers log
Market information Source	Info tools abstract	Word	Journals, website, CDs	n/a

Table 2.9.3 Other data sets not readily available

Data set	Description
Production (Industrial and Agricultural statistics)	Volumes, values, area planted, yields, productivity, output etc

Table 2.9.4 Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	2	-				2
Data entry		2	1	1		4
Data Analysis	3	9	3			15
Web design/publishing/Programming	2					2
Communications (Networking)	2					2
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management	2					2
Systems Administration	2					2
Global Positioning System (GPS)						

Table 2.9.5 Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)				
Database Management				
Project Management	2	MISD		2
Statistical Analysis	2	MISD		2
Networking				
Programming				

Table 2.9.6: Planned interventions to improve statistical systems

Intervention description	Time frame	Sponsor (if any)
Development of a custom soft ware program to analyse UBOS disaggregated statistics	2008/09	To be identified

2.9 Other remarks towards improving MTTI statistics

In export statistics it is vital that data capture on export consignments is attributed to exporting companies and not clearing/forwarding agencies

2.10 Uganda Revenue Authority

Table 2.10.1 Datasets available

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Revenue Collections		Administrative reports		Monthly	Database, Spreadsheet	Station	URA, MFPED, central govt, BoU	Email, hard copy
Exports	Value, volume and destination of exports	Administrative records	station	Monthly	Database	Station, national	MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Email hard copy
Imports	Value, volume and origin of imports	Administrative records	station	Monthly	Database		MTTI,UEPB, MFPED, URA, UMA, UNCCI, PSFU,UNFF, MUK, MUBS, EPRC, DENIVA, ACTION AID, ACORD, WORLD BANK, EU, UN	Email hard copy
Tax Payer Registration		Administrative reports		Monthly	Database	Station	URA, MFPED,UBOS	Email hard copy,
Return Filing Statistics		Administrative reports		Monthly	Database	Station	URA, MFPED, central govt, UBOS	Email hard copy,
Motor Vehicle Registrations		Administrative reports		Monthly	Database	Station	URA, MFPED, central govt, UBOS	Email, hard copy
ICT Coverage Statistics	ICT coverage by URA stations	Administrative reports		Quarterly	Database	Station	URA	Email, hard copy

Embossing Fees Statistics		Administrative reports		Monthly	Database	Station	URA, MFPED, central govt	Email
Tax Policy Changes		Administrative reports		Monthly	Database	Station	URA, MFPED, BoU	Email
Human Resource Statistics		Administrative reports		Monthly	Database	Station	URA, MFPED	Email
Production Statistics- Exercisable Products		Administrative reports		Monthly	Database	Station	URA, central govt	Email

Table 2.10.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available
Revenue Collections	ASYCUDA, SQL	Excel	Reports	Word ,Excel
International Statistics	ASYCUDA	Access dbase	Reports	Word ,Excel
Tax Payer Registration	SQL, EXCEL	Excel	Reports	Word ,Excel
Return Filing Statistics	SQL, VATPLUS	Access dbase	Reports	Word ,Excel
Motor Vehicle Registrations	SQL, MOVIS	Excel	Reports	Word ,Excel
ICT Coverage Statistics	EXCEL	Excel	Reports	Word ,Excel
Embossing Fees Statistics	EXCEL,SQL	Access dbase	Reports	Word ,Excel
Tax Policy Changes	MS WORD	Excel	Reports	Word ,Excel
Human Resource Statistics	MS WORD	Access dbase	Reports	Word ,Excel

Table 2.10.3: Datasets not readily available

Data sets	Description
Industrial Production	Production levels for non exercisable products
Employment Statistics	Level and growth of employment in the informal sector

Table 2.10.4 Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	2	3	-	-	-	5
Data entry	2	3	-	-	-	5
Data Analysis	2	3	-	-	-	5
Web design/publishing/Programming	-	-	-	-	-	
Communications (Networking)	-	-	-	-	-	
Geographic Information Systems (GIS)	-	-	-	-	-	
Remote sensing/ Image processing	-	-	-	-	-	
Database Management	2	3	-	-	-	5
Systems Administration	-	-	-	-	-	
Global Positioning System (GPS)	-	-	-	--	-	

Table 2.10.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time	Priority
Microsoft Office (Word, Excel, Access)	30	3	2	3
Database Management	15	3	2	2
Project Management				
Statistical Analysis	15	3	2	1
Networking	5	2	2	3
Programming	5	2	2	3

Table 2.10.6: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
5 year strategic plan for Statistics Development	5 years	DFID/GoU
URA modernisation Programme	5 years	Donor and Central Government

2.11 Cotton Development Organisation

Table 2.11.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Ginnery Status	The status of ginneries	Reports	Ginneries	Weekly	Text file	National	CDO	Email
Quality of ginned cotton	Quality of ginned cotton	Report	Quality department	Weekly	Spreadsheet	National	CDO, Cotton Importers	Email/website
Exports	Cotton bales exported	ASYCUDA	URA	Weekly	Database	<i>National</i>	CDO, Cotton Importers, NGO, MFPED, Local Governments	Email
Cess Payments	tax on exports as revenue to CDO	administrative records	CDO accounts Department	Weekly	spreadsheet	National	CDO	Not shared
Agronomy –cotton seed	cotton seed planted per year	Reports	Agronomy department	Weekly	Text file	National, email		

Table 2.11.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Ginnery Status	Word/ Excel	Word/ Excel	Word	Word
Quality of ginned cotton	Word/ Excel	Word /Excel	Word	Word
Exports	Word, Excel	Word, Excel	Word, Excel	Website/reports Word, Excel
Cess Payments	Excel	Excel	Excel	Excel
Agronomy – cotton seed	Word	Word/ Excel	Word	Word

Table 2.11.3: Other data sets not readily available

Data set	Description
Acreage under cotton	Acreage under cotton
Number of farmers in Uganda	Export feedback

Table 2.11.4: Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	1	6	4			11
Data entry	1	6				7
Data Analysis	1					
Web design/publishing/Programming						1
Communications (Networking)	1					
Geographic Information Systems (GIS)						1

Remote sensing/ Image processing						
Database Management	1					
Systems Administration	1					1
Global Positioning System (GPS)						1

Table 2.11.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	15	Administration and finance	3	3
Database Management	15		2	2
Project Management	15		2	1
Statistical Analysis	15		2	2
Networking	15		1	2
Programming	15		1	2

Table 2.11.6: Other data gaps existing

Intervention description	Time frame	Sponsor (if any)
Software update	May 2008	self

2.12 Uganda Manufacturers Association (UMA)

Table 2.12.1: Datasets available Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Membership	List of members by category	Registers	Administrative records	ongoing	-	National, district	UMA, MFPED-CICS, UIRI, DANIDA, Asia and Scandinavian Commercial attaches	Website, reports
UMA events	Regional and international trade fairs	Events calendar	Administrative records	<i>Monthly, Quarterly, Annually</i>	-	- <i>National</i> - <i>Regional</i>	Asia and Scandinavian Commercial attaches UMA, MFPED, Local business community-Mukwano, Shumuk, Kakira Sugar works, SNV, DANIDA	Website, reports
Products imported and exported	Products exported & imported by company	Industrial and manufacturing establishment	Administrative records	-	-	National	UMA, MFPED, UBOS	Website

Table 2.12.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> For each of the documents, indicate document format <i>(Word, Excel, PDF, etc)</i>
Membership	Ms access	Ms access	Web site	
UMA events	Excel	Excel	Website	
Products imported and exported	Excel	Excel	Website	

Table 2.12.3: Datasets not readily available

Data sets	Description
Manufacturers	Manufacturers by name and engagement (sectors)- Incompleteness
Total exports	Informal exports

Total Imports	Informal Imports
Number of employees in the manufacturing sector	Number of employees by category and engagement
Total National Production	Industrial production by category and value

Table 2.12.4: Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring		5				5
Data entry		5				5
Data Analysis		1				1
Web design/publishing/Programming						
Communications (Networking)						
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management						
Systems Administration		1				1
Global Positioning System (GPS)						

Table 2.12.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)			
Database Management	4	2	1
Project Management	3	2	1
Statistical Analysis	2	2	1
Networking	2	2	1
Programming	2	2	1

Table 2.12.6: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
Net working with development Partners	On going	DANIDA, EU

2.13 Co-operatives Development

Table 2.13.1: Datasets available Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Cooperative Membership	Members by society	Administrative Reports	Co-operative register	Quarterly		N, R, D, SC	Internal, BOU, MFPED, NGOs, UCA, UCE	Hard copy
Co-operatives register	Number of registered co-operatives and their distribution	Administrative	Co-operatives register	Daily	Database	-National -District	Internal, BOU, MFPED, NGOs, UCA, UCE	Hardcopy Website
Share capital, savings and loans		Administrative reports	Co-operative organisations	Quarterly	Hard copy	Publication N, R, D, SC	Internal, BOU, MFPED, NGOs, UCA, UCE	Publication/ Reports
Cooperatives Annual Returns	Statements of accounts	Statutory	Co-operative organisations	Quarterly Annual	Hard copy	National	Internal, BOU, MFPED, NGOs, UCA, UCE	Hardcopy
Storage facilities		Survey		Annually		Publication	Internal, Trade department, BOU, MFPED, NGOs, UCA, UCE, MAIF	Hard copy
Activity data	-cooperative business by society	-Survey -Reports -Publications	Co-operative organisations	Adhoc Annually	Spread sheet/ database	-District -Activity	Internal, Trade department, BOU, MFPED, NGOs, UCA, UCE, MAIF	Hardcopy

2.13.1 Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Co-operatives register	Access	Access	Reports, email, website	
Cooperatives Annual Returns	-	-	Reports	
Activity Data	Word, excel	Word, excel	Reports	
Membership	Access	Access	Reports	
Share capital, savings and loans	Access	Access	Reports	
Storage facilities	Excel	Excel	Reports	

Table 2.13.2 Datasets not readily available

Data sets	Description
Production Statistics	Tonnage, Acreage,
Agro-processing Statistics	Quantities, Values

Table 2.13.3 Other data gaps existing

Data gaps
Weak Linkage between the department and the co-operative societies
Membership data is not updated
Annual returns are not submitted on annual basis

Table 2.13.4 Skills available in the department to support statistics generation and usage

Skill	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	8	10	0	1	0	19
Data entry	4	5	0	1	1	11
Data Analysis	1	1	0	0	0	2
Web design/publishing /Programming	0		0	0	0	0
Communications (Net working)	-	-	-	-	-	-
Geographic Information Systems (GIS)	0	0	0	0	0	0
Remote sensing/ Image processing	0	0	0	0	0	0
Database Management	0	0	0	0	0	0
Systems Administration	0	0	0	0	0	0
Global Positioning System (GPS)	0	0	0	0	0	0

Table 2.13.5 Training needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	3	2	2
Database Management	8	2	1
Project Management	10	2	2
Statistical Analysis	10	2	3
Networking	10	2	3
Programming	10	2	2

2.13.2 Remarks towards improving MTTI statistics

There is urgent need for a specific budget for data collection.

2.14 Uganda Co-operative Alliance Limited

Table 2.14.1 Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
SACCO Portfolio Status	Loan, Savings, share capital, members	Administrative reports	SACCO, Uganda regional office	Monthly	Spread sheet	National	UCA	Hard copy and email
Performance Monitoring Evaluation	Household qualitative and quantitative/organisational data	Survey	Households, institutions Supporting households	Annually	Database	- <i>National</i> - <i>Regional</i> - <i>District</i>	UCA, International Co-operative Alliance	Hard copy
SACCO MINI quarterly progress reports	Income statement, balance sheet, portfolio	Administration reports	SACCO, UCA, Regional office	Quarterly	Spread sheet	National, regional	UCA, International Co-operative Alliance	Hard copy
SACCO financial performance	Income statement and balance sheet structure, portfolios of SACCOs	Administrative reports	SAACCO, UCA, Regional office	Quarterly	Spread sheet		UCA, International Co-operative Alliance	

Table 2.14.2 Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
SACCO Portfolio Status	Excel	Excel Model	Email	
Project Monitoring Evaluation	Access	Access Model	Email	
SACCO Mini quarterly progress reports	PMT2007	PMT2007	Email Hard copy	

Table 2.14.3: Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	1	1		12	10	24
Data entry	1	1		10	10	22
Data Analysis	3	1		10	10	24
Web design/publishing/Programming		1				1
Communications (Networking)		1				1
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management	1			10		11
Systems Administration				1		1
Global Positioning System (GPS)						

Table 2.14.4 Training urgently need to enhance statistics generation and usage

No.	Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
1	Microsoft Office (Word, Excel, Access)	10	5	3
2	Database Management	40	3	1
3	Project Management	40	5	2
5	Statistical Analysis	40	5	3
6	Networking	14	10	3
7	Programming	3	3	3
8	Other -System Administration	3	3	2

Table 2.14.5: Other data gaps existing

Lack of financial resources to undertake regular surveys and censuses
Sharing accounting data/reports among staff online

Table 2.14.6 Planned interventions to improve statistical systems

Intervention description	Time frame	Sponsor (if any)
Acquisition of a modern server	June 2008	Internal capacity
Staff training	Annually/continuous	Joint Partnerships
Establish an information management system	December 2008	Joint Partnerships
Undertake annual surveys for evaluation	Annually and continuous	Joint Partnerships

2.14.8 Other remarks towards improving MTTI statistics

- Regular update of MTTI website
- Enforcement of filing annual returns by cooperative societies
- Training programmes to improve cooperative societies record keeping

2.15 Industry and Technology

Table 2.15.1 Datasets available under

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Industrial establishments by sector	Name, nature of business, technologies, location	Industries	Survey ¹	Irregular	Text files	National, regional	Investors, academicians, MTTI, MFPED, Local Governments, Trade organisations	Hardcopy, Website
Production costs by sector	Cost of manufacturing activities and inputs	Industries	Survey	Irregular	Text files	National, regional	Investors, academicians, MTTI, MFPED, Local Governments, Trade organisations	Hardcopy, Website
Employees by sector	Number of employees, skilled and unskilled	Industries	Survey	Irregular	Text files	National, regional	Investors, academicians, MTTI, MFPED, Local Governments, Trade organisations	Hardcopy, Website

Table 2.15.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g. SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
As in above	Excel, SPSS	Excel, SPSS	Website, physical distribution	Industry and Trade performance reviews, PDF format

¹ Last done in 2005

Table 2.15.3: Datasets not readily available

Data sets	Description
Industrial establishments in Uganda	Nature
Industrial Production	Total output, total raw material inputs
Agricultural Production	Quantities and areas
Technologies data	Age, efficiencies, environmental aspect
Industrial Production capacities	

Table 2.15.4: Other Data gaps existing

Data gaps	Description
Industrial establishments in Uganda	Sector by sector establishments; Small, medium and large
Industrial Production	Total output, total raw material inputs
Agricultural Production	Commodities, Quantities and location
Technologies data	Age, efficiencies, environmental aspect
Industrial Production capacities	Firms installed capacities

Table 2.15.5: Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	2	9				11
Data entry	2	9				11
Data Analysis	2					2
Web design/publishing/Programming	1	4				5
Communications (Networking)	1					1
Geographic Information Systems (GIS)						
Remote sensing/ Image processing	1					1
Database Management	1					1
Systems Administration	1					1
Global Positioning System (GPS)						
Other technical expertise						

Table 2.15.6 Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)	10	2	3
Database Management	12	2	3
Project Management	12	2	2
Statistical Analysis	12	2	2
Networking	6	2	3
Programming	6	2	3

Table 2.15.7: Planned interventions to improve statistical systems

Intervention Description	Time	Sponsor
Training in sampling techniques, sample surveys and other basic statistics	2008	DFID

2.16 Uganda National Bureau of Standards

Table 2.16.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology (e.g)	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
National Standards	Number of standards developed by category, title and price of the standards	Administrative records	UNBS	Continuous	Text file	National	UNBS, MTTI, MFPED, NPA, Exporters, Local Govts	Hard copy
Fuel marking	Origin of the truck, truck number, fuel type, importing company, quantity of fuel	Administrative records	Entry points	Daily	database	National	UNBS, MTTI, MFPED, NPA, URA, Exporters	Hard copy
Import inspection	Name of the importer, manufacturer, no. of consignments, conformity to national standards	Administrative records	Borders/entry points	Daily	Access Database	National	Internal Traders, MFPED, URA, MTTI,	Hard copy, soft copy
Weights and measures	Number of instruments and equipment submitted, conformity to standards	Administrative records	General trade, and industries	Quarterly	Access database	Regional and national	UNBS, MFPED, MTTI, International Agencies, Local Govt	hard copy
Market surveillance	Products, Expiry dates, conformity to standards	Administrative records	markets	daily	Excel, word	Regional and national	UNBS, URA	Hard copy
Sample testing	Number of samples tested, quality parameters	Administrative records	UNBS	Daily	Access	national	UNBS, MTTI, International Agencies, Local Govt, business community	Hard copy

Table 2.16.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data <i>e.g- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc)</i> For each of the documents, indicate document format <i>(Word, Excel, PDF, etc)</i>
National Standards	Word	Word	Bound reports	Word and pdf
Fuel marking	Access	Oracle	Access Reports	Access reports
Import inspection	Access	Access	Word	Published in hard copy

Weights and measures	Access	Access	word	Word
Market surveillance	Excel	Excel	word	word
Sample testing	Access	Access	Access reports	Access reports

Table 2.16.3: Datasets not readily available

Data set	Description
Scales	Number of scales in the country
Cottage industries	Cottage industries by number and location

Table 2.16.4: Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	XX					
Data entry		XX				
Data Analysis		XX				
Web design/publishing/Programming	XX					
Communications (Networking)	XX		XX			
Geographic Information Systems (GIS)						
Remote sensing/ Image processing						
Database Management	XX	XX	XX			
Systems Administration	XX	XX	XX			
Global Positioning System (GPS)						

XX –skills available

Table 2.16.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Justification	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access)					
Database Management	2	ICT	2	Enhancement of database management	1
Project Management					
Statistical Analysis					
Networking					
Programming		ICT	2		1

Table 2.16.6: Other data gaps existing

Data gaps	Description
Communication gap	Lack of networking infrastructure between regional offices and headquarters

Table 2.16.7: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
Training in sampling techniques, sample surveys and other basic statistical skills	2008	DFID

2.16.8 Other remarks towards improving MTTI statistics

There is need for strong advocacy of statistics to help decision makers

2.17 Uganda Industrial Research Institute (UIRI)

Table 2.17.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology (e.g)	Frequency of Production	Storage Format	Level of aggregation	List of data users	In which format is data shared?
Industrial Establishments	Name, nature of business, technologies, location	Survey	Industries	Adhoc	Mysql	National, regional	Investors, academicians, UIRI, MTTI, International Agencies, Local Governments,	
Technological processes	Process needed to produce a product	Administrative records	labs	monthly	<i>Text file</i>	<i>National</i>	Investors, academicians, UIRI, MTTI, International Agencies, Local Governments,	<i>Hardcopy, Email</i>
Expert profiles	Names, area of specialisation, location	Administrative records	Field visits	monthly	<i>Text file</i>	<i>National</i>	Investors, academicians, UIRI, MTTI, International Agencies, Local Governments,	<i>Hardcopy</i>
Raw materials	Raw materials needed to produce a product	Administrative records	Labs	monthly	<i>Text file</i>	Not applicable	Investors, academicians, UIRI, MTTI, International Agencies, Local Governments,	<i>Hardcopy, CDs, website</i>
Prices on technologies, equipment	Supplier, location, prices	Administrative records	Field visits	monthly	<i>Spreadsbeet</i>	Not applicable	Investors, academicians, UIRI, MTTI,	<i>Hardcopy</i>

Table 2.17.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in data use

Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS, etc)</i>	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>
Industrial Establishments	SPSS	SPSS	Website, publications	Research manual (in word format)
Technological processes	word	word	Reports	
Expert profiles	word	word		
Raw materials	word	word	reports	
Prices on technologies, equipment	excel	excel	reports	

Table 2.17.3: Other data sets not readily available

Data set	Description
Production data	Production by livestock and crops
Potential markets	New markets

Table 2.17.4: Skills available to support statistics generation and usage

Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	XX	XX		XX		
Data entry		XX	XX			
Data Analysis	XX	XX				
Web design/publishing/Programming	XX	XX				
Communications (Networking)		XX	XX	XX		
Geographic Information Systems (GIS)				XX	XX	
Remote sensing/ Image processing						
Database Management		XX			XX	
Systems Administration			XX			
Global Positioning System (GPS)						

Table 2.17.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Database Management	5	ICT	1 month	1
Networking	4	ICT		3
Programming	4	ICT		2

Table 2.17.6: Planned interventions

Intervention description	Time	Sponsor (if any)
Rolling fibre optic line to all buildings	2008/09	GOU
Setting up a business development centre	2008/09	MSI, SAN solutions

2.18 Management Training and Advisory Centre

Table 2.18.1: Datasets available, Organisation roles, datasets details, policies and documentation

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of dis-aggregation	List of data users	In which format is data shared?
Students Enrolment	Students Enrolment By Sex And Grade	MTAC	Administrative Records	Monthly And Annually	Database And Spreadsheet	Discipline, institutional, National And Regional	MTAC, MTTI	Hard Copy
Small & Medium enterprise proprietors	Entrepreneur development and improvement	MTAC	Administrative Records	Fortnightly	Excel	Discipline, institutional, National And Regional	MTAC, MTTI, Prospective Investors in small industries, MoLG	News print, brochures, t-shirts Soft Copy-CDs
Skills improvement programmes list	Managerial and Training	MTAC	Administrative Records	monthly	Excel	Discipline, institutional, National And Regional	MTAC, MTTI	News print, brochures, t-shirts Soft Copy-CDs
Client list	Consultancy services offered	MTAC	Administrative Records	Annually	Excel	Service	MTAC, MTTI	Hard Copy

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of dis-aggregation	List of data users	In which format is data shared?
	by MTAC							Soft Copy
Tenants list	List of persons and firms renting MTAC premises by amount	MTAC	Administrative records	Monthly Quarterly and Annual	Excel Tally	Institutional	MTAC, MTTI	Hard Copy Soft Copy
Fixed Assets register	Land Buildings Furniture and Equipments by value, age and condition	MTAC	Administrative	Annual	Excel	Institutional	MTAC, MTTI	Hard Copy
Reading Materials	Books Journals Magazines News Papers by author	MTAC	Administrative	Fortnight Monthly	Access	Author	MTAC, MTTI	Hard Copy Soft Copy

Table 2.18.2Unit/Department responsible for managing Data/ Statistics and Availability of documentation

Department/ Organisation/	Unit/Department responsible for managing Data/ Statistics	Availability of IMS (Yes/No)	Reference /documentation Available	Availability of security (Yes/No)
Management Development Division	ITU	Yes	Lists of training and consultancies	yes
Finance	Finance	Yes	Annual accounts and Budgets	yes
Administration	Administration	Yes	Staff personal files, Tenants' file	Yes

Table 2.18.3: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available
Students Enrolment	Excel	Excel	Email, Posting, Website, telephone and notice board	Register and attendance lists
Tenants	Excel	Excel, tally	Email, Posting,	reports
Skills improvement programmes list	Excel	Excel	Email, Posting, Website and telephone	Register and attendance lists
Small & Medium enterprise proprietors	Excel	Excel	Email, Posting, Website and telephone	Register and attendance lists
Client list	Excel	Excel	Email, Posting, Website and telephone	Register and attendance lists
Fixed Assets register	Excel	Excel	Reports	Register
Reading materials	Access	Access	Notice board	Register

Table 2.18.4; Datasets not readily available

Data sets	Description
Tenants	Tenants' Annual income

Table 2.18.5: Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring	-	1	1	-	-	2
Data entry	-	-	1	-	-	1
Data Analysis	-	1	1	-	-	2
Web publishing/Programming	-	1	-	-	-	1
Communications (Networking)	-	1	1			2
Database Management	-	1	1			2

Table 2.18.6; Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees	Preferred Training Time (1= Full Day, 2 = Half Day, 3 = Other (specify))	Priority (1 = most urgent, 2 = urgent, 3 = not urgent, 4 = not required)
Microsoft Office (Word, Excel, Access, power point)	13	2	2
Database Management	3	2	1
Project Management	6	1	1

Table 2.18.7: Planned interventions to improve statistical systems

Intervention description	Time frame	Sponsor (<i>if any</i>)
Staff training	Annually/continuous	Internal capacity and MTTI
Undertake annual reviews and evaluation	Annually and continuous	Internal capacity

2.19. Finance and Administration

Table 2.19.1: Datasets available

Name of Data Set	Description	Source	Methodology	Frequency of Production	Storage Format	Level of dis-aggregation	List of data users	Format in which data is shared
Staff Enrolment	Employees by Age, status Sex, date of appointment Grade, Salary	Personnel office	Administrative records	Monthly	Data base, staff files	Department, Ministry	Permanent Secretary, Minister of Tourism Trade and Industry, Ministry of Public Service, MFPED	Soft copy and hard copy
Assets register	Category by Status and date of acquisition	Registry/stores	Administrative records	Monthly	Excel	department	Permanent Secretary, Minister of Tourism Trade and Industry, Ministry of Public Service, MFPED	Soft copy
File register	Document name, category, subject, code, file name, date opened and closed	Registry	Administrative records	Daily		Category,	Permanent Secretary	Hard copy

Table 2.19.2: Tools/programs used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

Name of Data Set	Tools Used to capture data	Tools Used to manipulate data	Tools Used to disseminate information	Documentation Available
Staff Enrolment	EXCEL	EXCEL	Reports	Word ,Excel
Assets register	EXCEL	EXCEL	Reports	Word ,Excel
File register	Laser fiche	Laser fiche	Reports	

Table 2.19.3: Other data gaps exiting

Data gaps	description
Financial gap	Meagre budget to implement information generation and sharing
Skills gap	Inadequate staff in the policy analysis unit

Table 2.19.4: Skills available to support statistics generation and usage

Skills	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
Data collection/monitoring		16	-	-	-	5
Data entry		16	-	-		5
Data Analysis	3		-	-		5
Web design/publishing/Programming	2	-	-	-		
Communications (Networking)	1	-	-	-		
Geographic Information Systems (GIS)	-	-	-	-		
Remote sensing/ Image processing	-	-	-	-		
Database Management	2		-	-		5
Systems Administration	2	-	-	-		
Global Positioning System (GPS)	-	-	-	--		

Table 2.19.5: Training urgently needed to enhance statistics generation and usage

Course	No. of Trainees
Microsoft Office (Word, Excel, Access)	10
Database Management	5
Project Management	
Statistical Analysis	3
Networking	2
Programming	2

Table 2.19.6: Planned interventions to improve statistical systems

Intervention Description	Time frame	Sponsor
5 year strategic plan for Statistics Development	5 years	UBOS

2.20 Unit/Department responsible for managing Data/ Statistics and Availability of documentation

Department/ Organisation/	Unit/Department responsible for managing Data/ Statistics	Availability of IMS (Yes/No)	Reference /documentation Available	Availability of IAP/security (Yes/No)	Reference /documentation Available
Industry and Technology	Policy analysis unit	No	-	No	-
Internal Trade	Policy analysis unit	No	-	No	-
External Trade	Policy analysis unit	No	-	No	-
Tourism	Policy analysis unit	No	-	No	-
Wild life Conservation	Policy analysis unit	No	-	No	-
Museums and Monuments	Policy analysis unit	NO	-	No	-
Co-operative Development	Policy analysis unit				
Uganda Wild life Authority (UWA)	Individual units				
Uganda Export Promotions Board (UEPB)	MISD	Yes	National Export Strategy, Regional Information For Exports(content management plan), Private sector Trade and Business Information System(Project Management Plan)	Yes	Information Systems Manual ICT Trade Sector Policy and Plan
Uganda Wild Life Education Centre (UWEC)					
Uganda Tourist Board (UTB)		No	-	No	-
Management Advisory and Training Centre (MTAC)	The centre	No	-	No	-
Uganda National Bureau of Standards (UBOS)	Information Resource Centre	yes	Copy of the UNBS strategic plan	No	-
Uganda Revenue Authority	Research and Statistics Unit			no	-
Uganda Manufacturers					

Department/ Organisation/	Unit/Department responsible for managing Data/ Statistics	Availability of IMS (Yes/No)	Reference /documentation Available	Availability of IAP/security (Yes/No)	Reference /documentation Available
Association (UMA)					
Uganda Local Government Association (ULGA)					
Ministry of Local Government (MLG)					
Uganda Bureau of Statistics (UBOS)					
Private Sector Foundation Uganda (PSF-U)					
KACITA					
Uganda Hotel Owners Association (UHOA)					
Uganda National Farmers Association (UNFA)					
Cotton Development Authority (CDA)	Market Information and Monitoring Unit	No	-	Yes	CDO manual
Uganda Cooperative Alliance (UCA)	Data section, micro finance unit	No	-	No	-
UIRI	Industrial Resource Centre				

3 RECOMMENDATIONS

- i. MTII needs to collaborate closely with UBOS in terms of questionnaire design, data collection and dissemination. This is intended for standardised procedures.
- ii. Collaborate with district commercial officers and other stakeholders to enhance the quality of generation, analysis, dissemination and use of trade and cooperative statistics
- iii. Datasets whose frequency of production is adhoc need to be given more attention
- iv. Linkages between departments and affiliated institutions need to be improved to bridge data gaps.
- v. The internal trade department needs to strengthen linkages with DCOs for data collection
- vi. The ministry should urgently have a yearly budget on statistics
- vii. There is need for a statistician and a specific office for statistical purposes in each department/ institution
- viii. There is need for a mechanism by which departmental and institutional statisticians can meet on either quarterly basis or any other agreed time to review sector statistics but also to avoid duplication of activities regarding data collection.
- ix. The policy analysis unit in MTII needs to collect the available data existing in all departments/institutions
- x. The departments/institutions should be guided to develop Information Management Systems, Reference documents as well as information access policies
- xi. The policy analysis unit in collaboration with UBOS should urgently address training gaps.
- xii. There is general lack of an information management system, reference documents regarding databases, and information access policies

APPENDICES

Appendix 1: summary of the available datasets by respective institutions

Institution/Organization/Department	Name of Data Set	Description
Tourism Development	Tourists Arrivals and departures	Arrivals/departures by origin/destination
	Earnings from Tourism	
	Accommodation establishments	Accommodation establishments by location
	Physical tourist attractions	tourist attractions by location
	Tour operators	Tour operators by location
Museums and Monuments	Visitor-ship	Visitors by site
	Artefacts and sites	Ethnography, archaeology, palaeontology, art, library, records
Uganda Tourist Board	Tourists Arrivals and departures	Arrivals/departures by origin/destination
	Events Information	Events Information News Letters
	Picture gallery	Tourism photo gallery
Wildlife Conservation	Protected areas	Protected areas by name, size and location
	Wildlife population	Numbers of wildlife population by type, sex and location
	Wild life trade	Numbers of wildlife exports/imports by type and destination/origin
Uganda Wild life Authority	Ranger based data	Values/information
	Research catalogues	Catalogues of researches and researchers
	Animal Population	Number of animals by category
	Animal Species	Species of different animals
	Wildlife visitor statistics	Number of visitors in the parks
	Park maps	

	Revenue sharing	Revenues shared by stakeholders in the parks
	Illegal activities	List of illegal activities by protected area
Uganda Wildlife Education Centre	Staff Enrolment	No of employees
		Employees by Age Sex Grade
	Visitor ship	No of visitor by Origin Age
	Wildlife Population	Biodiversity by Species Age Sex Number
	Infrastructure	Infrastructure by Category Use Status
	Assets Inventory	Category Status Age
	Income	Source Department
	Expenditure	Vote Item Department
Internal Trade	Exports	Value of exports and commodity exports
	Imports	Value of imports and commodity imports
External Trade	Exports	Value, volume and destination of exports
	Imports	Value, volume and origin of imports
Uganda Export Promotions Board	Exports	Volumes, Values, Destination, Company name
	Exporters	
	Market Information Source	Market sources, prices, market access, market trends, standards, events
Uganda Revenue Authority	Revenue Collections	
	Exports	Value, volume and destination of exports
	Imports	Value, volume and origin of imports
	Tax Payer Registration	
	Return Filing Statistics	
	Motor Vehicle Registrations	
	ICT Coverage Statistics	ICT coverage by URA stations
	Embossing Fees Statistics	
	Tax Policy Changes	
	Human Resource Statistics	
	Exercisable products	

Cotton Development Organisation	Ginnery Status	The status of ginneries
	Quality of ginned cotton	Quality of ginned cotton
	Exports	Cotton bales exported
	Cess Payments	tax on exports as revenue to CDO
	Agronomy –cotton seed	cotton seed planted per year
Uganda Manufacturers Association	Membership	List of members by category
	UMA events	Regional and international trade fairs
	Products imported and exported	Products exported & imported by company
Co-operatives Development	Cooperative Membership	Members by society
	Co-operatives register	Number of registered co-operatives and their distribution
	Share capital, savings and loans	
	Cooperatives Annual Returns	Statements of accounts
	Storage facilities	
	Activity data	-cooperatives business by society
Uganda Co-operative Alliance Limited	SACCO Portfolio Status	Loan, Savings, share capital, members
	Performance Monitoring Evaluation	Household qualitative and quantitative/organisational data
	SACCO MINI quarterly progress reports	Income statement, balance sheet, portfolio
	SACCO financial performance	Income statement and balance sheet structure, portfolios of SACCOS
Industry and Technology	Industrial establishments by sector	Name, nature of business, technologies, location
	Production costs by sector	Cost of manufacturing activities and inputs
	Employees by sector	Number of employees, skilled and unskilled
Uganda National Bureau of Standards	National Standards	Number of standards developed by category, title and price of the standards
	Fuel marking	Origin of the truck, truck number, fuel type, importing company, quantity of fuel

	Import inspection	Name of the importer, manufacturer, no. of consignments, conformity to national standards
	Weights and measures	Number of instruments and equipment submitted, conformity to standards
	Market surveillance	Products, Expiry dates, conformity to standards
	Sample testing	Number of samples tested, quality parameters
Uganda Industrial Research Institute	Industrial Establishments	Name, nature of business, technologies, location
	Technological processes	Process needed to produce a product
	Expert profiles	Names, area of specialization, location
	Raw materials	Raw materials needed to produce a product
	Prices on technologies, equipment	Supplier, location, prices
Management Training and Advisory Centre	Students Enrolment	Students Enrolment By Sex And Grade
	Small & Medium enterprise proprietors	Entrepreneur development and improvement
	Skills improvement programmes list	Managerial and Training
	Client list	Consultancy
	Tenants list	Rental income
	Fixed Assets register	Land, Buildings, Furniture and Equipments
	Reading Materials	Books, Journals, Magazines, News Papers

Appendix 2: Institutional and departmental training needs

Department/institution/agency	Microsoft Office (Word, Excel, Access)	Database Management	Project Management	Statistical Analysis	Networking	Programming	Other (GIS/Remote sensing)
Uganda Tourism Board		5	5	5	5	2	
Museums and monuments		6	6	6	6	6	
Wildlife Conservation		5	5	5	3	3	5
Uganda Wildlife Authority	100	23	23	100	23	3	
Uganda Wildlife Education Centre	5	5	3	4	4	1	10
Internal Trade	6	6	6	6			
External Trade	45	5	15	15	15	45	
Uganda Revenue Authority	30	15		15	5	5	
Cotton Development Organisation	15	15	15	15	15	15	
Uganda Manufacturers Association		4	3	2	2	2	
Cooperatives Department	3	8	10	10	10	10	
Uganda cooperative Alliance	10	40	40	40	14	3	3
Industry and technology	10	12	12	12	6	6	
Uganda National Bureau of Standards		2					
Uganda industrial Research Institute		5			4	4	
Total	224	156	143	235	112	105	18

Appendix 3: Data sets not readily available

Organisation	Datasets	Description
Museums and Monuments	Classification of visitors	International tourists, domestic tourists, national, school groups, male or female etc
	Purpose of visit	Classify reason why visitors visit particular areas
UTB	Out bound tourists	Source and number
	Non resident Tourists	Source and number
Wildlife Conservation	Wild life population status	Population of different species in and outside protected areas
	Ranching/breeding operations	Data needed for all permitted breeders/ranchers of wild life- populations, mortalities, breeding successes, etc
	legal Trade	Data on unauthorised /illegal trade internally and across borders
Internal Trade	Market information	Data related to various markets
	Consumption of second hand items (clothes, shoes)	Consumption of second hand clothes, shoes at national level
	Food consumption	Amount of food consumed in Kampala and its source
	Commodity prices	Prices of foods different markets in the country
	Clothes produced locally	
	Statistics on commonly used services	Cost of transport of commodities by source and destination within the country Cost of transport of commodities by source and destination with our neighbouring countries
	Agricultural Production	Quantity of crops and livestock produced by location
External Trade	Processing statistics	The extent of value addition by product/commodity
UEPB	Production(Industrial and Agricultural) aggregated	Volumes, values, area planted, yields, productivity, output etc
URA	Industrial Production	Production levels for non exercisable products
	Employment Statistics	Level and growth of employment in the informal sector
Cotton Development	Acreage under cotton	Acreage under cotton
	Number of farmers in	Export feedback

Organisation	Uganda	
Uganda Manufacturers Association (UMA)	Number of manufacturers	Manufacturers in the different sectors
	Total exports	
	Total Imports	
	Number of employees in the manufacturing sector	
	Total National Production	
Co-operatives Development	Production Statistics	Tonnage, Acreage,
	Agro-processing Statistics	Quantities, Values
Uganda Co-operative Alliance Limited		
Industry and Technology	Industrial establishments in Uganda	Nature
	Industrial Production	Total output, total raw material inputs
	Agricultural Production	Quantities and areas
	Technologies data	Age, efficiencies, environmental aspect
	Industrial Production capacity	
Uganda National Bureau of Standards	Scales	Number of of scales in the country
	Cottage industries	Cottage industries by number and location
Uganda Industrial Research Institute (UIRI)	Production data	Production by livestock and crops
	Potential markets	New markets
MTAC	Tenants	Tenants' Annual income

Appendix 4: Institutions visited

Departments	Affiliated Institutions	Agencies
Industry and Technology	Uganda Wildlife Authority	Uganda Bureau of Statistics (UBOS)
Internal Trade	Uganda Export Promotions Board	Uganda Local Governments Association (ULGA)
External Trade	Uganda Wildlife Education centre	Ministry of Local Governments
Tourism	Uganda Tourist Board	Uganda Revenue Authority (URA)
Wildlife Conservation	Uganda Industrial Research Institute (UIRI)	Private Sector Foundation Uganda
Museums and Monuments	Uganda Management training Centre	Uganda Manufacturers Association
Cooperatives Development	Uganda National Bureau of Standards	KACITA
		Uganda Hotel Owners Association
		Uganda National Farmers Association
		Cotton Development Authority (CDA)
		Uganda Cooperative Alliance (UCA)

Appendix 5: The questionnaire used



UGANDA BUREAU OF STATISTICS



THE REPUBLIC OF UGANDA

PLAN FOR NATIONAL STATISTICAL DEVELOPMENT

Development of an Inventory of Existing Datasets in MTTI

Uganda Bureau of Statistics is spearheading the process of developing a National Statistical Databank (NSDB) for National Statistical System (NSS). The NSS collapsed during the 1970s and 1980s creating a big data gap. There have been several attempts by different institutions to create usable data/information for planning and policy development. Uganda Bureau of Statistics as a leading statistical agency has the obligation to create a one-stop center for all statistical data/information. It is on this basis that a deliberate effort to consolidate the existing datasets into one main reference point is being made.

This questionnaire aims at identifying and documenting the existing datasets, data management practices and procedures for updating datasets in MTTI. The inventory is an important milestone in the Plan for National Statistical Development (PNSD) process. As part of MTTI, your contribution by filling this questionnaire is vital for the success of this endeavor as well as consolidating the statistical function in the Ministry.

A STAKEHOLDER PARTICULARS:

Name of Institution/Organisation.....

Date Website:.....

Physical Address.....

Postal Address

Name of person completing questionnaire.....

TitleTelephone:.....

Email:

B. ORGANISATION ROLES, DATASETS DETAILS, POLICIES AND DOCUMENTATION *(Tick appropriate option):*

1. What datasets are available in your organisation?

Name of Data Set	Description	Methodology <i>Census, surveys, Administrative reports, publication</i>	Source	Frequency of Production <i>(Daily, Weekly, Monthly, Quarterly, Annually)</i>	Storage Format <i>(Database, Spreadsheet, Stat files, Text file)</i>	Level of aggregation - National - Regional - District - Sub county - Parish	List of data users <i>(Internal, NGO, Central Govt, International Agencies, Local Governments, Other (specify))</i>	In which format is data shared? <i>(Hardcopy, Website, Email, Other (specify))</i>

2. Which Unit/Department is responsible for managing your institution's data/statistics?.....

3. For each of the datasets listed in question 2 above, state the tools/programs that are used to capture, store, analyse and disseminate the data and technical documentation available to assist in use of the data

No	Name of Data Set	Tools Used to capture data <i>e.g.- SPSS, SAS Epiinfo etc)</i>	Tools Used to manipulate data <i>e.g.- SPSS, SAS, Access etc)</i>	Tools Used to disseminate information	Documentation Available <i>(e.g. User and Administrator Manuals, Metadata description or data dictionary, etc) For each of the documents, indicate document format (Word, Excel, PDF, etc)</i>

4. What other data sets would you like to have but are not available?

Data set	Description

5. Does your organisation have an Information management strategy? yes no

6. If yes, please provide references/ documents.

7. Do you have a security or information access policy in place? yes no

8. If yes, provide reference

9. What skills are available in your organization to support statistics generation and usage? (Please indicate numbers if available)

No.	Course	Post graduate	Graduate	Diploma	On-job experience	Short course	Total
1	Data collection/monitoring						
2	Data entry						
3	Data Analysis						
5	Web design/publishing/Programming						
6	Communications (Networking)						
7	Geographic Information Systems (GIS)						
8	Remote sensing/ Image processing						
9	Database Management						
10	Systems Administration						
11	Global Positioning System (GPS)						
13	Other technical expertise						

10. What training does your organization urgently need to enhance statistics generation and usage? (Please indicate in order of priority)

No.	Course	No. of Trainees	Departments to be trained	Preferred Training Time (1= Full Day, 2 = Half	Justification	Priority (1 = most urgent, 2 =

				Day, 3 = Other (specify)		urgent, 3 = not urgent, 4 = not required)
1	Microsoft Office (Word, Excel, Access)					
2	Database Management					
3	Project Management					
5	Statistical Analysis					
6	Networking					
7	Programming					
8	Other (specify)					

11. What other data gaps do exist in your department/institution?.....

12. What are the planned interventions to improve your statistical system?

No.	Intervention description	Time frame	Sponsor (<i>if any</i>)
1			
2			

13. Any other remarks towards improving MTTI statistics?.....

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Signed:.....

Respondent

Date:.....

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