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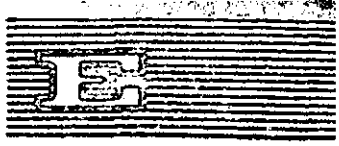

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ANNUAL AND MORE FREQUENT INDUSTRIAL STATISTICS IN LATIN AMERICA

Prepared by the Statistical Office

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ANNUAL AND MORE FREQUENT INDUSTRIAL STATISTICS IN LATIN AMERICA

INTRODUCTION

1. The Statistical Commission at its 13th session discussed industrial statistics and adopted the following resolution:

"The Statistical Commission

Requests the Secretary General:

(a) To prepare, in consultation with the regional commissions, international recommendations for the establishment of a basic list of selected individual commodities for which industrial production data should be compiled and of materials for which data on consumption should be compiled;

(b) To develop recommendations for annual and more frequent industrial inquiries;

(c) To keep up to date and circulate the information on industrial inquiries conducted in all countries, which is set out in document E/CN.3/318." (Resolution 6 (XIII).)

2. To fulfil paragraph 2 of this resolution, one of the chief tasks of the seminar was to discuss the development of the annual and more frequent industrial statistics in Latin America. The proposals which could arise from the discussions will have two purposes:

(a) To serve as a guideline to the countries;

(b) To be utilized for the development, with the help of the regional organization, as the proposal of Latin America to the Statistical Commission, which will consider this - together with the proposals of other regions - for the final world recommendations on current industrial statistics.

3. In preparing this paper questionnaires were sent out to all countries of Latin America asking for a description of their annual and more frequent industrial inquiries. Answers were received from the following countries: Argentina, Brazil, British Guiana, British Honduras, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador,

/Guatemala,

Guatemala, Haiti, Honduras, Jamaica, Mexico, Panama, Peru, Trinidad and Tobago, and Venezuela. In the case of the remaining countries some information was extracted from pertinent national publications. The detailed analysis, however, is based for the most part on data received from respondent countries.

4. This paper deals with annual and more frequent inquiries into mining, manufacturing, electricity and gas. Construction should also be covered but this is excluded from the scope of this paper.

5. In Latin America almost all the countries have annual surveys of industrial activity. These surveys are different in each country in scope, coverage and also in the items of data gathered. Certain countries include mining, manufacturing, electricity and gas, whereas other countries include only some of these industries. While the coverage seems sufficient for a number of countries, it is not adequate for others because either too few units are included or the response of the selected units is not adequate. Likewise, information requested is adequate in certain countries, while insufficient in others. The insufficient coverage, in some cases, makes the few data available also inaccurate. In certain cases, the large units are included in the survey and no information is available on the smaller units. Taking into account that in some industries the majority of the output is produced by the small units, these omissions may distort the economic picture in these industries. Gaps in industrial directories can also be a cause of the inadequate information. Consequently, a wide variation exists regarding the quantity and quality of published annual data.

6. More than half of the Latin American countries have more frequent inquiries than annual. Of the countries which have monthly or quarterly statistics, most have statistics of production of selected commodities only.

7. It should be borne in mind that annual and more frequent data are needed to analyse and evaluate the development of industry, to help the development of planning and its implementation, and finally to see the role of industry in the whole economy. These are the main objectives of the annual and more frequent industrial inquiries.

/8. There

8. There are also, however, important gains from a statistical point of view. One such benefit is that the staff engaged on current industrial statistics will obtain and increase their experience and skill on industrial statistics. They will accumulate a considerable knowledge of industry. It will be difficult to obtain an appropriate staff for industrial statistics and give them the experience needed unless current industrial inquiries (annual and more frequent) are made. In addition, a current inquiry educates the respondents, gives them experience in filling in the questionnaires, in learning the standards, and helps in their understanding of the requirements of the whole operation. All of these factors will help to pave the way for the improvement not only of the current statistics, but also for the improvement of the basic inquiries.

9. This paper deals with the annual and more frequent inquiries in the following order:

(a) Annual Inquiries

- (i) Objectives and scope;
- (ii) Coverage, frequency, and inquiry period;
- (iii) Statistical unit;
- (iv) Comparability;
- (v) Items of data to be gathered;
- (vi) Classification schemes;
- (vii) Items of data to be tabulated;
- (viii) Methods of enumeration.

(b) Monthly or Quarterly Inquiries

- (i) Objectives and scope;
- (ii) Coverage, frequency, and inquiry period;
- (iii) Statistical unit;
- (iv) Comparability;
- (v) Items of data to be gathered;
- (vi) Classification schemes;
- (vii) Items of data to be tabulated;
- (viii) Methods of enumeration.

/Annex I:

Annex I: Items of Data to be gathered in Annual Industrial Surveys; for countries in Latin America which are developing their annual statistics; and for countries in Latin America which have already developed their annual statistics.

Annex II: Items of Data to be gathered in Industrial Statistics in monthly or quarterly inquiries.

Annex III: The Character of Annual and More Frequent Inquiries into the Mining, Manufacturing, Electricity and Gas Industries.

Annex IV: Items of Data Collected in Annual and More Frequent Inquiries into Industrial Units of the Mining, Manufacturing, and Electricity and Gas Industries.

Annex V: Published Items of Data from Annual and More Frequent Inquiries into Mining, Manufacturing, Electricity and Gas Industries.

A. ANNUAL INQUIRIES

(a) Objectives and scope

10. Industrial statistical data are needed annually to assess the development of industry and its contribution to general economic conditions. In order that such data would become available, the Statistical Commission recommended (at its 6th and 7th sessions) that governments should carry out industrial inquiries on their important kinds of industry, gathering information for each calendar year on labour, capital formation, output and input. The Commission suggested that annual inquiries be limited in coverage and scope in order that these inquiries might be practicable to carry out. The Commission believed that it was sufficient to inquire annually into those establishments which play an important part in the economy, since changes in the activities of other establishments would not have much weight in determining the trends in and character of economic conditions. Though almost all the countries in Latin America are compiling annual data on the activities of industrial units, such inquiries are not as well developed as the censuses. One of the major weaknesses of industrial inquiries is the fact that in most of the countries less data

/is published

is published than gathered. On the other hand, in a number of countries the quantity and quality of the data available from the annual inquiries have improved during the last few years.

11. Generally speaking, mining, manufacturing, electricity and gas should be covered. In about two-thirds of the countries all these activities are covered by the annual inquiries. The remaining countries cover the manufacturing industries in their annual inquiries but the mining and electricity industries are covered in the more frequent than annual inquiries. This indicates that the recommendation for annual inquiries which cover mining (division 1 of ISIC), manufacturing (division 2-3 of ISIC), and electricity and gas (groups 511-512 of ISIC) may be realistically proposed.

(b) Coverage, frequency, and inquiry period

12. It will be practicable to gather the necessary information annually for industries where the bulk of activity is accounted for by large units (e.g. engaging 10 or 20 and more persons), since it is easier to identify these establishments and it may be possible to conduct mail or other economical inquiries into these establishments. From a practical point of view the resources required in gathering annual data for larger units should be within the means of most countries and the time involved in completing such inquiries can be kept within acceptable bounds. But in several industries such as the manufacture of food, clothing or footwear, which are important in Latin America, a significant part of activity is likely to be accounted for by smaller units and it will be necessary to take costly and exhaustive field inquiries for them. The cost might be reduced substantially by restricting these field inquiries to samples, or to samples in municipal areas. Some of the countries may find it feasible to cover selected kinds of small establishments in small-scale field inquiries once every two or three years if not during each year.

13. The coverage of the annual inquiries varies in the Latin American countries. Three countries enumerated data of establishments with 5 or more persons engaged; one country with 7 or more; two countries with 10 or more; one country with 20 or more; two countries with all the

/establishments on

establishments on the lists, and one country selected establishments in selected industries. This indicates that no international recommendation is possible in this field at this time, because even in one country it may be necessary to use different "cut-off" points in different industries. However, it is essential in order to achieve comparability of the statistical data that the coverage should be the same in each year. Therefore every effort should be made for all the establishments above the "cut-off" points (e.g. 5 or more; other measurements of size could be applied, as value of production; capacity of power equipment, or some combination of different measurements), to be included in the end results. This means that the directories of these establishments should be kept up-to-date (especially new establishments included) and the non-responding establishments estimated.

14. In the case of large units which are the subject of annual mail or similar surveys, all establishments which operated during the year of inquiry might be included in the survey. This might be practicable because of the inclusion of these establishments in an industrial directory or administrative records and the possibility of obtaining data on them even if they were out of business at the time of the inquiry. However, in the case of smaller units, which are the subject of annual sample field inquiries, only establishments in existence at the time of the survey as well as the year of the inquiry could be included. This is due to the fact that it would not be feasible to find and enumerate smaller establishments which operated during the year of inquiry but went out of business before the survey was taken.

15. In order to follow and cope with developments in the industrial sector as well as the economy as a whole, inter-related data on the activities of industrial units are wanted at least annually. This collection of data may be based on an industrial directory. The industrial directory must be maintained currently. If this work is permitted to lapse, the costs and inconveniences of bringing the industrial directory up-to-date may increase. In up-dating the industrial directory, all available data and registers should be used. As many sources as are available should be used for checking one against the other. In several Latin American countries the up-dating of the directory is well organized.

/The registers

The registers are derived from censuses, data from Trade Unions, from Statistical Offices of the provinces, Social Security schemes, Chambers of Commerce, National Associations of Industries, telephone directories, the list of Municipal Mayoralties, among others. In several countries the different laws on compulsory registration have helped to keep the directory up-to-date. Especially important are the new establishments. In some countries these are subject to compulsory registration under the law. In many countries, however, it has been difficult to maintain an up-dated directory which can be used for statistical purposes. Sometimes costs were considered too high, thereby abstracting from the fact that considerable work and still higher costs are involved in the preparation of a completely new directory for the next inquiry. In other cases different characterization of the same statistical unit for different administrative purposes prevented the establishment of a uniform and practicable directory. This problem can only be solved through far-going administrative co-ordination between the statistical office and the above mentioned authorities.

16. In the case of annual statistics, as in industrial censuses, the calendar year should, in general, be the year of inquiry, i.e. the reference year. This is the period for which data are requested on items such as those relating to wages and salaries, capital expenditures, output and input. However, respondents who keep books for years other than the calendar year should be allowed to report data according to their fiscal year, the major part of which should fall into the required calendar year. Two countries reported using the fiscal year, while others the calendar year.

(c) Statistical unit

17. Two questions should be considered when deciding on the statistical unit to be used for the annual inquiry. The first is what is the easiest and quickest way to get the information, and the other is the comparability with census data. The first may call for a statistical unit which may be the enterprise or the kind of activity unit. However, neither of these is adequate where area statistics are required. The enterprise may

/not be

not be suitable for industrial classification in those countries where a considerable number of enterprises have different kinds of activity. On the other hand, where the number of enterprises with different kinds of activity is few, the enterprise may be used as a statistical unit and those few exceptions treated separately. The use of the kind of activity unit is, of course, suitable for classification but perhaps the obtaining of the information is not as easy as for that of the establishment type unit. The establishment may be a suitable solution in many countries. There are some operational advantages in utilizing the same statistical unit in annual surveys as in censuses - namely the establishment type unit. Employing the same statistical unit in each of these inquiries facilitates considerably the use of industrial directories built from the census, and the use of their data in estimating the results of the annual survey. It also simplifies comparisons of data between different types of industrial inquiries. Some countries may use the establishment in its strict sense, i.e., a unit engaged in a single kind of activity at a single location; or in its extended form,i.e., admitting more than one kind of activity at a single location, if no separate accounts are available for each of these activities. Other countries may put the main emphasis on location, i.e. use the local unit instead.

18. Taking all that was said before into account, the statistical unit usually should be the same as in the censuses. In order to provide information on industrial activity for the purposes outlined above, the data resulting from the annual inquiry should be tabulated according to categories comparable to the kind of industrial activity. In some countries distribution of the industry by area is also needed. For these reasons the establishment is recommended as the desirable statistical unit for the collection of annual statistics. However, it is clear that for the annual inquiries the use of the establishment is less essential as the statistical unit, because of less emphasis on structure of industry. Therefore, for establishments which are part of multi-unit enterprises there may be situations where in annual surveys it will facilitate and hasten the reporting data to accept reports covering several establishments or the whole enterprise.

/19. In

19. In most Latin American countries the establishment is used as the statistical unit for the annual inquiries. Two countries reported the using of the enterprise as the statistical unit.

(d) Comparabilty

20. The annual industrial data are intended to be used for economic analyses. One of the most important analyses is the evaluation of the changes in time. To establish valid time series, it is necessary to have comparability of data in time. It is therefore necessary to take adequate measures to ensure comparability in cases where changes occur in:

(i) Classification;

(ii) Scope and coverage;

(iii) Standards or methods used.

Of course, all the changes that are likely to occur when the question of comparability arises are not mentioned here, e.g. change in number of working days,change in prices, etc. Changes in classification, standards, and coverage should be avoided for lengthy periods (e.g. between two censuses). In the event that these changes cannot be avoided comparability may be ensured by calculating, during the period of changes, with both methods (old and new classifications, standards, coverage) and by the use of chain indexes. Without taking care of the comparability, the usefulness of the annual data will be reduced considerably. All this, of course, does not mean that no improvement should be tried. In cases where changes in classification, coverage, and standards mean an improvement in methods, they might be carried out, but care should be taken of the comparability. Another question of comparability is that pertaining to the different items of data during the same year. It is advisable to make certain that the different items of data (e.g. input, employment, output) refer to the same coverage (e.g. to the same establishments) otherwise many important derived indicators (e.g. productivity, output/input ratio) cannot be usefully calculated.

(e) Items of data to be gathered

21. The items of data to be collected in annual inquiries are outlined in (1) the International Recommendations in Basic Industrial Statistics,

/UN Statistical

UN Statistical Papers, Series M, N° 17, Rev. 1; (2) The Statistical Series for the Use of Less Developed Countries in Programmes of Economic and Social Development, UN Statistical Papers, Series M, N° 31; (3) the "Inter American Programme for Basic Statistics" (PIEB), a long range programme, which was accepted at the meeting of the 8th session of the Committee on Improvement of National Statistics (COINS). These may be used as reference, but it is necessary to discuss a programme which is suitable for Latin American countries for immediate introduction. Analysing the existing statistics in the Latin American countries the following may be said: many countries in Latin America are enumerating a wide range of data, annually, which tend to be not accurate enough for publication. Thus the published data are much less than the enumerated ones. From this it follows that the number of items to be enumerated should be reduced to the absolutely essential minimum until the quality of the gathered figures shows considerable improvement. The items of data of which most of the countries are inquiring annually are the following: kind of activity, number of engaged and employed, wages and salaries, total cost of new fixed assets, cost of goods received or consumed, quantity of electricity consumed, value and quantity of output of selected products, and value of total output. Other countries are asking for either more data, more details, or more breakdown of the above-mentioned. Among the breakdown, the most widely used are: operatives from the number of employed, raw materials consumed by kind, fixed assets according to kind (machinery, building, etc.), and sometimes the purchases and sales of used fixed assets. Other items are: man-hours worked, stocks - usually separate for raw materials, unfinished goods and finished goods.

22. The countries of Latin America are not all on the same level of development in the field of industrial statistics and do not have the same facilities (experience, trained staff, other resources), therefore it seems necessary to outline two different sets of recommendations. (a) for the countries in Latin America which are now developing their annual industrial statistics, and (b) for the countries which have already developed their annual statistics, i.e. those countries which have already carried out successfully their annual surveys for several years.

/23. Furthermore,

23. Furthermore, it seems necessary to try to give recommendations separately on the large and on the smaller statistical units. Despite the fact that the smaller units are usually enumerated by sampling, it should be recognized that even these selected units are not able to answer elaborate and numerous questions. In many cases even simple books are not kept and the willingness to answer also may not be satisfactory. All this leads to the conclusion that the above-mentioned papers certainly can be used as guidelines, but additional recommendations are necessary for the solution of the immediate problems facing the improvement and development of the annual industrial statistics in Latin America.

24. One more point should be emphasized. It is quite true that the infrequent, annual and more frequent industrial statistics should comprise a single or integrated system of statistics. The main significance of this is that the data of the annual survey may be evaluated in the light of the data of the census, and the monthly or quarterly data in the light of the data of the annual surveys. The other meaning is that several series obtained in one inquiry may be integrated with the other inquiries (e.g. index numbers of industrial production). At the same time one set of data or series cannot be always regarded as the complement of the other, (e.g. asking some data quarterly, and others annually) because of the different scope, coverage, and method of enumeration. This may hinder the compilation of a rather comprehensive annual picture on the development of industry.

25. It is recommended that the Annual Industrial Survey be confined to the most essential and simple questions. The items of data proposed are in Appendix 1. A questionnaire designed with a minimal programme should be kept unchanged for a period of five years. It should be borne in mind that every effort to collect new data is an experiment. Experiments may result in either loss of data, delay or reduction in reliability. An unchanged questionnaire will contribute to increased efficiency on the part of respondents and the supervisor, and permit a constant compilation programme.

(f) <u>Classification</u>

(f) Classification schemes

26. In order to ensure significant tabulations of the results of industrial inquiries, schemes for classifying various characteristics of the units covered in these inquiries are required. The required system of classification may relate, in annual inquiries, to the kind of industrial activity and location. It may be sufficient to tabulate the other classifications of the statistical units (size, type of economic and legal organization etc.) at the time of infrequent inquiries. In addition to a system of industrial classification, a scheme of classification of commodities (a) for production statistics, and (b) for consumption statistics, is needed in annual inquiries.

27. The kind of activity classification may be based on ISIC. A more detailed classification system may be necessary for national uses, but it would be very useful, if the national classifications (usually 4-digits) could be combined to the 3-digit groups of ISIC or at least to the 2-digit groups. The classification should be suitable for the classification of the statistical units (usually establishment).

28. The area classification is peculiar to each country. When deciding on the classification by location, the following may be kept in mind.

(1) Each geographic area for which industrial data are shown should coincide with one or more administrative subdivisions of the country.

(2) The area selected should be large enough so that data can be published without the disclosure of confidential information concerning single industrial units, and, if sampling is used, without excessively high errors. It is necessary to keep in mind that in most cases the area classification is used cross-classified by kind of activity. The selection therefore should take account not only of the total number of units in the area but also of the number of units in the area engaged in the same activity.

29. In an annual survey, data on the quantity and value of individual products produced, or materials consumed is among the most useful. To get useful data it is necessary to collect these items in a consistent manner. Taking into account that even in a developing country tens of thousands of products are produced and types of material consumed, it is

/necessary to

necessary to select for individual measurement only important products and raw materials that can be sufficiently well-defined to yield additive data on quantities, and that can be conveniently reported on by industrial units. Actually there are three points which should be settled to achieve satisfactory results in this field. Firstly, which kind of commodity should be selected (e.g. shoes); secondly, how shall these commodities be grouped (e.g. leather shoes, other shoes, men's shoes, women's shoes, children's shoes or men's leather shoes, etc.); and finally the question of the unit of quantity (e.g. woven cotton may be measured in tons, in 'm', in 'm^2'). Once these points are settled, an appropriate list of commodity should be drawn up. In this list (which shows which kind of commodity should be enumerated) of the commodity, the definition of the content of the commodity, and the unit in which the reporting should take place, should be shown. The definition of the content of the commodity may be based on SITC. In some cases the unit of measurement may be such that it is necessary to indicate a conversion factor (e.g. the unit is 1,000 bricks of some type). This could be done also on the list. The list should be sent out together with the inquiry and so it can be hoped that additive data will be yielded.

(g) Items of data to be tabulated

30. In the UN Statistical Papers "International Recommendations in Basic Industrial Statistics" (Series M, No. 17, Rev. 1, Part II), and in the Inter-American Programme for Basic Statistics of COINS, recommendations for tabulations are available. It is necessary to bring these into line with the recommendation outlined in Appendix 1 under A and B. The tabulation programme should be based on the following:

(i) Every item of data which is enumerated should be classified according to industry;

(ii) Two additional items can be proposed for tabulation according to industry: the number of establishments, and the average number of persons employed. The latter may be calculated at unit level from the item under C.

(iii) For regional classification cross-classified by industry inside the country concerned, the following items of data are proposed: for large statistical units - number of

/units, average

units, average number of employed, wages and salaries paid to employees, total cost of new fixed assets, electrical energy consumed, value added; for smaller statistical units[1/] - number of units, total number of persons engaged during a specific period of the inquiry year, electrical energy consumed.

(h) Methods of enumeration

31. Various sources and means have been used to gather annual data on industrial units. Some data have been compiled from records that are by-products of governmental administration. This source has been commonly utilized (e.g. in gathering information for industrial directories) as also have other available data in the administration.

32. If administrative records are to be used for statistical purposes, there must be a high degree of co-operation and co-ordination between the statistical authorities and the administrative agencies concerned.

33. The most important use of these records has been made in compiling and maintaining an industrial directory. The annual inquiries usually are based on an up-dated directory of the census. The main sources of the up-dating in most countries are administrative records. As already mentioned, the administration of licensing and regulatory statutes and of social security schemes is likely to provide useful information for this purpose.

34. Despite the availability of administrative records, the main source of the annual industrial statistics is the direct data collection from the statistical units. This is the case when it is an enumeration of all units or when it is a sample survey. The methods of collection directly from the establishments depend on many factors: the availability of up-to-date directories, the question of large and small establishments, the reliability of their accounts, the reliability of the mail, the general attitude of the respondent, the number of items of data asked for, and so on. As stated earlier, countries have to adopt techniques in annual inquiries which are economical and yield data rapidly. For large establishments, usually the mail inquiry seems to be adequate,

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1/ It depends on the method of sampling, as it may not be intended for regional use.

/whereas for

whereas for the small establishments (which are usually enumerated by use of sampling) exhaustive field investigations are generally needed by the help of enumerators. In some countries it may be necessary to follow up a certain enumeration method by another method. In Latin America, Brazil, Cuba, Dominican Republic, Guyana, Honduras, Mexico and Peru use mail inquiries. Chile, Costa Rica and Haiti use enumerators for the collection of the annual questionnaires. Colombia, Ecuador, Trinidad and Tobago, and Panama use combined methods.

B. MONTHLY OR QUARTERLY INQUIRIES

(a) Objectives and scope

35. Governments, planning and other agencies require data at least of the important industrial units in selected activities of their economies more frequently than once every year. The level of industrial activity, especially in some selected industry groups or activities, may vary substantially in the short-run and these changes will have considerable significance on the economy as a whole. The evaluation of developments and problems cannot wait until the results of the annual survey are available. The most important of the indicators for these short-term inquiries are the indexes of industrial output and employment.

36. According to the importance in the country, the monthly or quarterly inquiries also should refer to mining, manufacturing, electricity and gas. Among the Latin American countries which have more frequent than annual inquiries, these activities are covered in 6 countries. In other countries selected industries or selected establishments are covered.

(b) Coverage, frequency and inquiry period

37. It is very important to limit the field of industrial units covered in monthly or quarterly surveys to those which can be successfully identified from an industrial directory and enumerated, usually by the use of the mails. This keeps the resources of these current surveys within reasonable bounds and facilitates the rapid collection and compilation of current data. This means that usually the field covered by monthly or quarterly inquiries is more restricted than that for

/annual surveys.

annual surveys. The most important of all current series is the index number of industrial production and this is, in most cases, compiled from indicators based on the important products produced. Therefore the selection of the statistical units to be included in the monthly or quarterly inquiries may be based on these selected products. Hence, the techniques on which the selection of statistical units for these inquiries is based, necessarily differ according to the characteristics of the particular industry. In the steel industry or the sugar refining industry, for example, the number of units in which a major share of the production of a particular product is produced, tends to be few. Consequently, all units can be enumerated. At the other extreme, perhaps in baking or brick production, a large number of small units tend to produce a major part of a particular product, and sampling techniques are therefore found to be the most appropriate collection method. However, other products fall between the two extremes. The units are, on the one hand, too many to enumerate all units above a given size, the size cut-off from each industry being set low enough to ensure that a sufficiently large proportion of the total production of the commodity is covered.

38. Countries must, of course, decide whether to seek monthly or quarterly data. Although it is advantageous to have monthly information, if it is not feasible to compile such data shortly after the month to which the figures relate, it may be desirable to make quarterly inquiries. However, it is necessary to bear in mind that production data are kept in most establishments on a monthly basis. Therefore, if the questions are not too numerous, it will not unduly burden respondents to send in monthly reports. It may be that the monthly inquiry entails more work for the statistical authorities than the quarterly but the checking of data monthly may prove to be easier. This may be the reason why most of the countries collecting current data collect it monthly.

39. In making monthly surveys, it is necessary to decide whether the data should be gathered for the calendar month or a four-week period completed during the month. A similar question, i.e., whether the three calendar months or the thirteen-week period ending during the

/quarter should

quarter should be utilized, arises in quarterly surveys. There is no question, from the point of view of comparisons of level of activity, that there are advantages to collecting data for four-week or thirteen-week periods. However, usually figures may be gathered most easily from establishments or other sources for calendar months or quarters. Where data are enumerated for calendar months, some adjustments are necessary to obtain time to time comparability. The adjustments will depend on the normal work-week in each industry. For example, if an industry has a 6-day week with no production on Sundays and other public holidays, then the number of all working days is computed for each month by omitting all Sundays and public holidays. The figure in the series for the month should then be divided by all working days and multiplied by 6 to give the rate per working week. (See more on this subject in Studies in Methods, Series F, N°1, Index Numbers of Industrial Production, para. 96.)

(c) Statistical unit

40. The decision on choosing statistical units certainly is influenced by the items of data to be collected. Where the only item of data to be collected is the production of selected commodities, and no classification of the statistical units according to the kind of activity is necessary, the most suitable units to select will be those which can most quickly supply the appropriate data. This may be the establishment, the local unit, the kind of activity unit, or the enterprise. In cases where more data are gathered (e.g. employment) and therefore kind of activity classification of the statistical unit is needed, then as far as possible the statistical unit should be the same as in the annual inquiries. In most Latin American countries the establishments (in a wider sense) are used as statistical units. It should be kept in mind that the use of selected commodities for the compilation of index numbers of industrial production can be made in two ways. One way is to put the production of each commodity fully into the industry group to which it generally belongs (e.g. to put the production of all castings to metallurgy) or to classify according to the classification of the establishments which are

/producing the

producing the commodity concerned. The second will then have the advantage of being comparable to other data (e.g. employment) and will therefore be preferable in these cases where other data are enumerated.

(d) Comparability

41. In the case of monthly or quarterly inquiries, even more than in the annual inquiries, it is true that the data yielded are used mainly for inter-temporal comparison. This means inevitably that the ensurance of the comparability of the data from month to month (or from quarter to quarter) is one of the most important aspects of the work. The changes which may occur and the methods of eliminating them are the same as in the case of the annual inquiries (see para. 11).

(e) Items of data to be gathered

42. Here again, as in the case of the annual statistics, it is felt that different recommendations may be given to countries developing their monthly or quarterly statistics and to countries already having well organized current statistics. For countries of the first type, it is most essential to try to build up index numbers of production and employment. The production of selected commodities and the number of operatives may be sufficient as indicators. For these countries the only item to be recommended is the electricity consumed, because of the high correlation in some industries between production and electricity consumed. In countries with developed current statistics a few additional items may be gathered. These are, as first priority, the wages and salaries paid to operatives and, as second priority, the number of employees, the wages and salaries paid to them, and man-hours worked by operatives. The production of selected commodities and the consumption of electricity should refer to the whole period. The number of employees and the operatives, their wages and salaries, and man-hours worked, may refer to the whole period or to just one week (or other period) during the inquiry period. The complete list of these items is set out in Annex II.

43. In the Latin American countries which have monthly or quarterly industrial statistics, the majority collect figures of quantity of selected commodities produced, but some also collect employment figures. Even in some of these countries, however, the coverage is not sufficient for the compilation of index numbers of industrial production. The extension of scope and coverage of these series is very important.

(f) Classification schemes

44. In monthly or quarterly inquiries the kind of activity classification should be essentially the same as used in the annual statistics but may be more combined. Thus, if in the annual statistics 3-digit classification of the ISIC is used, then in more frequent statistics 2-digit classification, or 2-digit and selected 3-digit classification may be sufficient.

45. The production of selected commodities could be enumerated by the help of the list for selected commodities. This may be a completely separate list from the annual list, or it may be based on the annual list (a selection from it). The second solution will help to say something about coverage, omissions of establishments, etc. Otherwise with the help of the list of selected commodities the same problems (selection of commodities, ensuring unanimity of grouping and physical unit) are to be solved as in the case of the annual statistics (see para. 29).

(g) Items of data to be tabulated

46. The tabulation programme of the monthly or quarterly inquiries may be based on the following:

(i) Every item of data which is enumerated should be tabulated;

(ii) The tabulation programme for the selected commodities depends on the method of calculation of the production indexes (see para. 40).

(iii) All other data should be classified according to industry. It is not usually necessary to classify the monthly or quarterly data in such detail as the annual (e.g. 3-digit level for the latter but 2-digit level for the former).

/(h) Methods

(h) Methods of enumeration

47. The main source of the monthly or quarterly industrial statistics is the direct data collected from the statistical units. All Latin American countries except one use mail inquiries for their current industrial statistics. Haiti uses enumerators for collection of the data. The decision as to methods should be based on the same conditions as for annual inquiries (see para. 34) but here even more account should be taken of the way which is most economical or yields data most rapidly.

/Annex I

Annex I

ITEMS OF DATA TO BE GATHERED IN ANNUAL SURVEYS

Statistics and items of data	For countries in Latin America			
	Which are developing their annual statistics		Which already have developed their annual statistics	
	Statistical Units			
	Larger	Smaller	Larger	Smaller
A. Characteristics of the Statistical Unit				
1. Kind of activity (industry)	X	X	X	X
B. Total member of persons engaged during a single period of the inquiry year distinguishing				
1. Working propietors	X	X	X	X
2. Unpaid family members			X	X
3. Operatives	X	X	X	X
4. Other employees	X	X	X	X
C. Number of operatives during several specific periods of the inquiry year	X		X	
D. Number of man-hour worked by operatives during the inquiry year	X		X	
E. Wages and salaries paid during the inquiry year to employees of which	X		X	
(a) Operatives	X		X	
F. Total cost of new fixed assets acquired from others or produced during the inquiry year of which	X			X
1. Machinery, transport and other equipment	X			X
a) acquired from others			X	
b) produced for own use			X	

/Annex I (Cont. 1)

Annex I (Cont. 1)

	Larger	Smaller	Larger	Smaller
2. Buildings, land improvements and other construction				
a) acquired from others			X	
b) produced for own use			X	
G. Total cost of used fixed assets acquired during the inquiry year of which				
1. Machinery, transport and other equipment			X	
2. Buildings, improvements to land, other construction and land			X	
H. Total value of sales during the inquiry year of fixed assets used by the statistical unit of which				
1. Machinery, transport and other equipment			X	
2. Buildings, improvements to land, other construction and land			X	
I. Value of stocks at the beginning and end of the inquiry year				
1. Raw materials, fuels, supplies, etc. (including goods ordinarily to be sold in the same condition as purchased)	X		X	
2. Work in process	X		X	
3. Finished goods produced	X		X	
J. Quantity of electricity consumed during the inquiry year	X			
1. Quantity of electricity purchased		X	X	X
2. Quantity of electricity generated			X	
3. Quantity of electricity sold			X	

/Annex I (Cont. 2)

Annex I (Cont. 2)

	Larger	Smaller	Larger	Smaller
K. Cost of goods received or consumed and payments for services rendered during the inquiry year of which	X		X	
1. Cost of raw materials, supplies, components, etc.	X		X	
2. Quantity and cost of individually important materials consumed			X	
3. Payments for services rendered	X		X	
L. Value of goods shipped or produced and receipts for services rendered to others during the inquiry year	X	X	X	X
1. Value of all products of the statistical unit	X		X	
2. Quantity and value of individually important products	X	X	X	X
3. Value of goods shipped in the same condition as purchased			X	
4. Receipt for industrial work done or services rendered to others	X		X	
5. Value of electricity sold			X	
M. Gross output during the inquiry year	X		X	X
N. Value added	X		X	

/Annex II

Annex II

ITEMS OF DATA TO BE GATHERED IN INDUSTRIAL STATISTICS
IN MONTHLY OR QUARTERLY INQUIRIES

	In countries with developing	In countries with developed
	Monthly or Quarterly Industrial Statistics	
A. Production of selected commodities in physical unit or in value	1	1
B. Number of operatives during the period	1	1
C. Number of employees during the period		1
D. Number of man-hours worked by operatives during the period	2	1
E. Wages and salaries paid during the inquiry period		
a) to operatives		1
b) to other employees		1
F. Quantity of electricity consumed during the inquiry period	1	1
G. Value of goods sold to others during the inquiry period		2

Note: (1) First priority (2) second priority.

/Annex III

Annex III

THE CHARACTER OF ANNUAL AND MORE FREQUENT INQUIRIES INTO MINING, MANUFACTURING, ELECTRICITY AND GAS INDUSTRIAL UNITS

Country	Frequency	Scope (In terms of ISIC)	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Argentina	Monthly	1,2-3,511	Selected establishments including government owned units	Establishment	Month	Whole country	Register obtained from the census, brought up-to-date by information from: trade unions; Ministry of Industry and Mining; statistical offices of the provinces; periodicals	Questionnaires mailed		
Brazil	Annual, for non-census years only	1,2-3	All establishments	Establishment	Calendar year	Whole contry	All industries listed in the records of collection agencies	Questionnaires are sent out. The Brazilian Institute of Geography and Statistics is the collection agency	Response is compulsory, with fines imposed for tardiness	The material collected is evaluated locally before being sent for tabulation to the Industrial and Commercial Statistics division of the Ministry of Commerce and Industry
	Monthly	2-3	A sample of establishments of 5 or more engaged	Establisment	Month	Whole country	Stratified sample (the manufacturing industry divided into 20 groups) of the large (5 or more) industries	Loose-leaf questionnaires sent out		
	"Specific Periodic Inquiries"									
	Annual	12,14,19		Establishment (mine)	Calendar year	Whole country	Permanent records	Direct inquiry by mail		
		511		Enterprise	Calendar year		" "	"		
		207,211		Establishment (sugar plant)	"		" "	"		
		30		Enterprise	"		" "	"		
		334 (installations and operational data)		Enterprise	"		" "	"		This inquiry made by National Cement Industry Union. Also a monthly questionnaire
		251	Pine woods only	Establishment	"	(Sao Paulo, Parana, Santa Catarina and Rio Grande do Sul)	Establishments registered with the National Pine Institute			
	Monthly and annual	20		Establishment			Permanent records	Direct inquiry		
	Monthly	11		Enterprise	Month	Whole country	Recorded units	Direct collection		
		334		"			Permanent records	Direct inquiry		Soon to be suspended because National Cement Industry Union has an inquiry
		209	Establishment				" "	" "		
		34	"	"			" "	" "		

Annex III (cont. 1)

Country	Frequency	Scope (in terms of ISIC)	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Brasil (cont.)	"Specific Periodic Inquiries" (cont.)									
	Monthly	Part of 38 (self-propelled vehicles, part of 36 (tractors) and 381		Enterprise (Establishment for 381)				Direct inquiry by mail		
		321		Establishment				"		
		271		Enterprise				"		
	Daily	130	Fields under prospection							
Chile	Annual	2-3	50 or more employed 20 to 49 and 10 to 19 (Excludes: (1) manufacturing activities in large mining enterprises, (2) slaughterhouses, mills, vineyards located in rural sector as well as greater part of sawmills, and (3) some government-owned establishments)	Establishment	Calendar year but fiscal years were accepted	Whole country. Excludes rural sector for certain activities	Directory obtained in the census of 1957, brought up-to-date. Complete enumeration of establishments with 50 or more employed. Stratified sample of those with less than 50 employed. 1/	Delivered and received by enumerators	94% 100* 92% 40* 83% 15*	1/ Stratified by size of employment within 3-digit ISIC groups. All establishments which began operating during the reference year are surveyed 2/ The over-all non-response was less than 10%, greater in the smaller establishments and less among larger ones. There were some non-reporting establishment which were important in that they were the only ones in their industry group. Non-reporting establishments belong to ISIC Groups 21, 23, 24, 25, 28, 33, 34 and 38. The failure to respond was caused by: Simple refusals to reply; liquidated establishments or those in liquidation, or which cease to function for some other reason (making it difficult to obtain information for the year covered); changes of ownership of an establishment; deficient accounts too many requests for data by several institutions; lack of interest or ability to reply. To reduce the number of non-respondents, recourse was made to: personal visits; insistence through communications to directors of establishments; notifications of the Juridical Office of the Service; penalties in justified cases; contact with enterprises for instruction and/or joint preparation of the questionnaires, the use of simplified questionnaires for certain industrial sectors is being considered for the future. Estimations are made for a non-responding unit based on previous knowledge of the unit in other periods, or on information from monthly questionnaires submitted by an establishment, or on the experience of similar establishments.
	Monthly	1	Large and medium-sized, having profit-making establishments and/or refineries. Excluding those employing few workers.	Enterprise	Month	Whole country	Based on administrative registers	By mail		
		2-3	5 or more engaged (same exclusions as annual)	Establishment	Month	Same as annual (see above)	Industries controlled in the internal registers of the Service	Mostly by mail, but also by enumerators		

Annex III (cont. 2)

Country	Frequency	Scope (in terms of ISIC)	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Chile (cont.)		511	All except certain small self-producers	Establishment	Month	Whole country	Administrative registers	By mail		
Colombia	Annual	20-39	Establishments with 5 or more engaged or with value of production of not less than $24 000	Establishment	Calendar year	Whole country	Industrial directory brought up-to-date annually by the use of several sources, such as the Colombian Institute of Social Security, the Chamber of Commerce, National Association of Industries, municipal treasuries, telephone directories, and personal enumeration by the department of statistics (DANE) in some parts of the country. New establishments and those which are liquidated are required to notify the department of statistics. The registered establishments are divided into two groups: stratum 1 contains establishments with more than 14 engaged; stratum 2 contains establishments with less than 15 engaged. 1/	Enumerators for small municipalities and selected large ones. By mail for more industrial cities	More than 99% 2/	1/ For 1962, a complete enumeration was made in both strata. For 1963, a complete enumeration was made for all new establishments and those in stratum 1. To this was added the 1962 data obtained for stratum 2. For 1964, stratum 2 was revised: for some sections of the country which were poorly represented in stratum 1 due to the size of their establishments, smaller (less than 15 engaged) establishments were enumerated and included in stratum 1. Also, in some important cities, all of the registered establishments were enumerated. As in previous years all new establishments were enumerated. 2/ The few non-reporting establishments are almost always among those units with less than 25 persons engaged. For all estimations the latest previous year for which the establishment reported is used (usually, the year immediately preceding the one for which an estimation has to be made). The estimation is made by the use of trends in the behaviour of similar establishments, or changes in prices of articles produced and raw materials consumed by the establishment.
Costa Rica	Annual 1/	Selected 2-3, 2/	2/	Establishment	October 1 Sept. 30 3/	Whole country	Field enumeration	Visits by enumerators to the establishments, although 40% of the questionnaires were completed directly by officials of the establishment, who in turn sent them to the enterprise for completion. In these cases, the enumerator discussed the data with the representatives of the establishment to verify the quality of the figures.	99% 4/	1/ No more frequent surveys are made at present, but a semi-annual one is being considered. 2/ In 1961, all establishments whose principal activities correspond to ISIC 203, 204, 211, 212, 213, 214, 231, 232 and 312 are covered, and some of those corresponding to ISIC 202, 205, 207, 271 and 319. No government owned establishments are included, except the National Liquor monopoly. Household industries are also excluded. 3/ The 1961 inquiry refers to the period October 1, 1959 to September 30, 1960. 4/ Within the coverage described, of the 195 establishments which were investigated, there were 2 non-respondents. Estimations were made for these on the basis of data from the previous inquiry. Estimates are not published

Annex III (cont. 3)

Country	Frequency	Scope (in terms of ISIC)	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Cuba	Annual 1/	1,2-3,51	All enterprises of the Socialist Sector	Establishment 2/	Calendar year	Whole country	Register of enterprises of the Socialist Sector	Direct delivery or by mail	100%	1/ Called principal economic indexes of establishment 2/ Although the statistical unit is the establishment, the unit supplying information is the consolidated enterprise (reporting unit).
	Monthly or quarterly	1,2-3,51	All enterprises of the Socialist Sector	Consolidated enterprise	Month or quarter	Whole country	Register of enterprises of the Socialist Sector	Direct delivery or by mail	100%	
Dominican Republic	Quarterly	1,2-3,51	All establishments	Establishment	Quarter	Whole country	Administrative records, Office of Internal Revenue	Questionnaires mailed		
Ecuador	Annual	12 to 39	Complete enumeration of those establishments with 7 or more persons engaged, annual production of 180 000 Sucres or more, or fixed assets of 50 000 Sucres or more 1/	Establishment	Calendar year	Whole country	Industrial Directory of the census of 1955, partly brought up-to-date taking into account those establishments which complying with the size requirements, are eligible for benefits under the law of Industrial Promotion. Statistical units which terminate their operations are eliminated from the Directory 2/	A combination of visit by enumerators and mail 3/	89% 4/	1/The domestic or handicraft industries are excluded. 2/A complete up-dating of the Directory will be made with the next census. 3/It is not possible to verify the data provided by the smaller establishments which do not have accounting registers. However a control of them is made on the basis of experience of similar establishments. 4/The 11% non-response was made up of enterprises which had either been liquidated or would be reclassified as craft industries or those which were eliminated because of size. Except for these cases, there was total response. Estimations were made for a few individual items (where data were sometimes missing) on the basis of reports from previous years.
El Salvador	Quarterly and annual	2-3	Establishments with 5 or more engaged	Establishment	Month	Whole country	Register	By mail supplemented by visits of enumerators		
Guyana	Annual	1-mining	Two large enterprises	Enterprise	Calendar year	Whole country	Administrative records	Direct collection through mail	100% (2 enterprises only)	
		1-quarrying 1/		"	"	"	"	"	40% 2/ (about 70% of total production)	1/ The large quarrying enterprises are also engaged in lumbering and sawmilling
		2-3	Over 20 employed	"	"	"	"	"	30-40% 2/ (sugar refineries = 100% response)	
		511	Over 20 employed	"	"	"	"	"	100% (2 enterprises only)	2/ The non-response is highest in quarrying and some food products, furniture and clothing, where there are several smaller enterprises. Statistics are supplied voluntarily, but arrangements are now being made to enact Legislation for the collection of statistical data
Haiti	Quarterly	Selected 1		Establishment	Month	Whole country	Administrative registers	Visits of enumerators		
	Quarterly	Selected 2-3		Establishment	Month	Port-au-Prince	Administrative registers	Visits of enumerators		
	Annual	511	Including the governmental electric plants	Establishment	Fiscal year ended September 30	Port-au-Prince and principal cities and provinces	The Institute Haitien de Statistique possesses a list of establishments			

Annex III (cont. 4)

Country	Frequency	Scope (in terms of ISIC	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Honduras	Annual	1,2-3,Three-digit groups 1/, 511	Establishments with 5 or more engaged. Excluding household and handicraft industries. For 511, all establishments	Establishment	Calendar year	Whole country	Industrial Directory made up of list from Municipal Maroalties, Chambers of Commerce, Industrial Associations and telephone directories	Mail	85% 2/	1/ In ISIC 999,also classified those industries made up of one or two establishments which cannot be published separately according to the law. 2/ The 15% which do not report are mostly small establishments (with 5 to 9 persons engaged) which do not keep sufficient records to enable them to supply the data required. No estimations are made for these establishments
Jamaica	Quarterly	1 1/, 2-3, 511	Establishments with 15 or more employed 2/	Establishment	Pay period ending nearest the 15th of the month	Whole country	Lists supplied by government department and based on the survey of Business Establishments 1960	Mail, followed by field investigation where necessary		1/ Excludes stone quarrying 2/ Industrial activity conducted by Government is included in the information on the relevant sector
México	Annual	2-3	All establisments	Establishment	Calendar year	Whole country	Registers	Regular mail	97.5%	The non-respondent units are estimated. Estimations are based on previous data and on monthly surveys. Data are gathered for 29 manufacturing industries. Separate estimations are made for the large and small industries Note: Previously, even the very small industrial establishments were recorded in industrial registers, but it was very difficult, and at times, even impossible to gather data for all the cottage industries. Since the total production of the above-mentioned establishments does not bring any substantial change to the total production, it has been decided to eliminate them from the industrial registers.
	Annual	511	All plants	Establishment			Ministry of Commerce and Industry, Department of Electricity			Data are set out for: Number of plants; installed capacity by classes of services (public, private, and mixed) and by kind of plants (hydraulic, thermic, the latter includes data related to plants with internal combustion).
	Monthly	2-3	All establishments	Establishment		Whole country	Registers	Regular mail		Data gathered for the same 29 manufacturing industries in the annual survey.
	Monthly	1 1/					Ministry of Treasury and Public Credit, Department of Special Taxes. 2/			1/ Five different kinds of statistics, namely: Value of mineral-metal production; Volume of mineral metal production; Production of non- metal minerals; Indexes of mineral-metal production and coal mining production. 2/ Also: Ministry of Patrimony, Office of Mines and Petroleum; Ministry of Commerce and Industry, Office of Statistics.
	Montly	511								
Panama	Annual	1,2-3,51	Establishments with 5 or more persons engaged for 1, 2-3. Full coverage for electricity.	Establishment	Calendar year	Whole country	Field enumeration and administrative records	Interview by enumerators and by mail for 1963. For other years interview by enumerators	Mining 100% Manufacturing 84% Electricity 100%	Mining refers to quarry extraction only. Manufacturing excludes products manufactured in cottage industries. The non-respondent units were estimated by introducing a corrector factor based on the number of persons engaged.

/Annex III (concluded)

Annex III (concluded)

Country	Frequency	Scope (in terms of ISIC)	Coverage (Size or other criteria)	Definition of statistical unit	Reference period	Geographic area	Source of directory (or sample frame)	Method of enumeration	Percentage response	Other remarks
Panama (cont.)	Monthly and quarterly	1,2-3,51	All establishments with 5 or more persons engaged in mining and manufacturing. Partial coverage in electricity	Establishment for mining. Individual commodities (providing continual data) for manufacturing		Whole country for mining and manufacturing. Main cities for electricity	Records of statistics	Regular questionnaire by mail (monthly) and administrative records (annual)		
Peru	Annual	1, 2-3,51 1/	All establishments	Establishment	Calendar year	Whole country for mining, electricity and for petroleum extraction and refining. Metropolitan areas only for manufacturing industries	Administrative records	Direct gathering by mail		1/ Petroleum extraction and refining is set out separately
Trinidad and Tobago	Annual	1,2-3,51	Establishments 1/ employing 10 or more persons.	Establishment		Whole country	a) Register of companies; b) Industrial corporation; c) Field enumeration; d) Employers' associations of various types.	Partly mail and partly field sample. Stratifying according to number of employed.	70% 2/	1/ Government establishments excluded. 2/ The non-respondent units were estimated
	Bi-annual	1,2-3,51	Selected large establishments	Establishment		Whole country	Register of all enterprises compiled by Central Statistical Office.	Regular questionnaire by mail		
	Quarterly	1,2-3,51	Establishments employing 10 or more persons	Establishment		Whole country	Register of all enterprises compiled by Central Statistical Office	Regular questionnaire by mail		

* = Sample coverage.

Annex IV

ITEMS OF DATA COLLECTED IN ANNUAL AND MORE FREQUENT INQUIRIES INTO MINING, MANUFACTURING, ELECTRICITY AND GAS INDUSTRIAL UNITS

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Argentina	Monthly 1; 2 - 3; 511	Operatives, other employees	Wages, salaries	Man-hours	Quantity and value of selected products. 1/					1/ For ISIC 1 and 511, quantities produced only.
Brazil	Annual 1/ for non-census years only. 1; 2 - 3	Working proprietors, administrative personnel; production personnel; technicians, workers, and apprentices, employees with other occupation (transp., vigilance, cleaning, etc.), unpaid family workers.	Reported separately for each category of employment. Separate data collected on payments to home-workers.		Quantity and sales value (cost value of goods not intended for sale, e.g. samples, parts and equipment for use by the establishment, transfers to other establishments of the same industry).	Quantity and cost of raw materials consumed, cost of fuels and electricity consumed.	New machinery, used machinery (purchased in the country vs. purchased abroad), motor vehicles (new and used), new construction and installations.	Value of stocks of products and by-products.		This survey is called "Industrial Registration". The description here is based on questionnaire Model A for larger establishments. Also data collected on capacity of prime movers and electric motors driven with purchased power (including equipment kept in reserve). 1/ Less detail is asked of the smaller establishments (Model B).
	Monthly 2 - 3	Number of operatives on last day of each month.	Wages and salaries.	Man-hours	Prod. value and value of industrial services rendered; value of sales and transfers of prod.	Value of raw materials and quantity and value of electric power consumed.				These are used only for indexes.
"Specific Periodic Inquiries"										
	Annual 12, 14, 19	Persons engaged	Wages paid.		Quantity and value of selected products	Quantity and value of fuels and lubricants; explosives and electric power consumed.				Also capacity of installed power equipment.
	511				Quantity and sales	Fuels and lubricants consumed.				
	207; 211				Quantity	Raw materials used.		Covered in special questionnaires.		

Annex IV (cont. 1)

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Brazil (cont.)	38	Labour	Wages and salaries		Quantity and sales	Raw materials (domestic or foreign).				Also motive power installed.
	334 (installations and operational data)	Production, management workers as of 31 December.	Wages and salaries		Value (quantity collected monthly)*	Fuels, gas and electricity consumed (quantity)		Monthly*		Monthly*: Quantities produced and stocks These are made by National Cement Industry Union.
	Monthly and Annual, 20		Payroll		Number and weight slaughtered, and sales.	Materials, fuels and electricity (quantity and cost).		Stocks		
	Monthly									
	11	Employees	Payroll		Quantity	Quantity and value		Stocks existing on first and last days of months.		Also: remuneration of owners, and price at pithead.
	334	Personnel engaged	Payroll		Quantity and value	Quantity and value		Stocks existing on first and last days of months.		Also: remuneration of owners. (This inquiry is soon to be suspended).
	209	Labour force	Payroll		Output and sales, quantity and value	Quantity and value		Stocks existing on first and last days of months.		Also: remuneration of owners.
	34	Employees and operatives	Wages		Quantity produced and sales	Quantity and value		Stocks existing on first and last days of months.		Also: cost of industrial services rendered to the establishment.
	Part of 38 (self-propelled vehicles), part of 36 (tractors), and 381.	Employees and operatives	1/		Quantity produced, quantity sold.					1/ Cost of directly and indirectly employed labourers.
	321				Sales to dealers.	Raw materials		Stocks existing on first and last days of month.		Also: number of days in operation.
	271				Quantity produced					
	Daily, 13				Quantity produced					

Annex IV (cont.2)

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Chile	Annual, 2-3	Employees, operatives, quarterly average and home workers.	Wages, salaries, and a breakdown between: salaries commissions, overtime pay and other payments related directly to the work of employees: cash allowances for housing, meals, military service, study, family allowances; payments, in kind, in the form of products manufactured by the establishment, food, living quarters, etc., dependency allowance paid under social scheme. Also payments to home-workers.	Man-hours	Quantity produced and quantity and value of sales, market prices. 1/	Raw materials by kind, (including lubricants): quantity consumed quantity and value of purchases. Electricity: quantity consumed, and quantity and value of purchased and sold. Fuels: quantity and value of purchases by kind. 2/	Buildings, machinery and equipment, vehicles. 3/	Value of raw materials and fuels, work in progress, finished goods, at beginning and end of reference year.		1/ Also: Value of goods sold in the same condition as purchased, value of liquidated stocks, income for work done or industrial services rendered to others, indirect taxes, and subsidies. 2/ Also: Cost of goods sold in the same condition as purchased, cost of contract or commission work on repairs done by others. 3/ Also: Purchases and sales of used fixed assets, value of additions and improvements made by others for the establishment, value of fixed assets (and improvements) made by employees of an establishment for own use.
	Monthly, 1, 2 - 3	Employees and operatives	Wages and salaries paid.		Quantity produced 4/. Also, for 2-3, total sales.					4/ For some activities for which it is difficult to collect quantity data, value of production is obtained instead.
	511				Quantity produced					
Colombia	Annual, 2 - 3	Administrative and technical employees, operatives, apprentices, proprietors and family workers without fixed pay.	Administrative and technical employees, operatives and apprentices.	Man-hours worked by operatives and apprentices, and those proprietors working directly on production.	Quantity and value of articles produced 1/	Raw materials, fuels and lubricants consumed. 2/	Buildings, machinery, vehicles, office equipment 3/.	Raw materials, fuels and lubricants, semi-finished goods, finished goods.	Market prices.	1/ Also: Value of materials and products sold without transformation; receipts for industrial work done for others. 2/ Also: Cost of materials and products sold without transformation; value of stocks replaced during the year; cost of contract work done by others; accessories consumed (assets which last less than one year); quantity of electricity produce and consumed, and quantity and value of electricity purchased and sold. 3/ Also: Acquisition of used fixed assets and sales of fixed assets, including land. Capacity of installed power equipment: prime movers not driving electric generators plus electric motors.

Annex IV (cont. 3)

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Costa Rica	Annual, selected 2 - 3	Proprietors, operatives and homeworkers, other employees, unpaid family workers. 1/	Wages, salaries	Monthly, man-hours worked by operatives and apprentices, and unpaid family workers.	Quantity and value of articles produced. 2/	Quantity and value of raw materials, and value of fuels, lubricants and packing materials.	Buildings, machinery and production equipment, and vehicles, office equipment and other new fixed assets. 3/			1/ By sex and age, in month of September (last month of reference year). In addition, figures on operatives and other employees are collected for quarters. 2/ And receipts for work done for others. 3/ Also used fixed assets, value of all fixed assets at the beginning of the year of reference, and sales.
Cuba	Annual; 1, 2 - 3, 51 Socialist sector. Monthly or quarterly, 1, 2 - 3, 51. Socialist sector.	Employment	Wages and salaries		Value of selected finished goods produced at current prices. Gross value of production, quantity of selected finished goods produced (of which quantity to be sold), value of selected finished goods produced at wholesale prices.	Selected materials consumed	1/	Stocks of selected products.		1/ Capital expenditure.
Dominican Republic	Quarterly, 1, 2 - 3, 51	Administrative personnel, workers and apprentices	Reported separately for each category of employment.	Man-days worked by operatives and apprentices	Value of sales. Quantities produced and sold of selected products.	Quantity and cost of selected raw materials 1/, fuels and electricity consumed.	2/			1/ According to origin (domestic or foreign). 2/ Value of all fixed assets. Also number and capacity of engines and boilers.
Ecuador	Annual, 12 to 39	Working proprietors, or partners, unpaid family workers, operatives, other employees, as of last pay period of December.	Wages, salaries paid. 1/		Quantity 2/ and value of goods produced, gross value of production at market prices 3/.	Quantity and value of raw materials 4/, fuels and lubricants consumed, quantity of electricity generated for own use, and quantity and value of electricity purchased and sold.	5/	Value of stocks of raw materials, work-in-process, and finished products listed for sale. 6/		1/ Also: Employers' contributions to social benefits. 2/ According to whether or not the raw materials used were the property of the establishment or of others. 3/ Receipts for industrial work done for others; receipts for repairs. 4/ Distributed according to origin (domestic or foreign). 5/ Amount of depreciation, value of total additions to fixed assets, and total value of fixed assets: land, buildings, machinery and equipment, furniture and office equipment, vehicles, and other fixed assets. No distinction between new and used fixed assets.

Annex IV (cont. 4)

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Ecuador (cont.)										6/ Also: value of products sold in the same condition as purchased. Also: Daily hours the machines were in operation and number of days they were in operation, and hours per day and days they might operate at full capacity, and number of personnel necessary to operate the machines at full capacity.
El Salvador	Quarterly and annual 2 - 3	Working proprietors, unpaid family workers, employees and apprentices, technicians, administrative personnel, classified by sex.	Wages and salaries, for the same categories as 'employment'.		Quantity and value of good produced.	Quantity and value of raw materials (domestic and foreign) consumed. 1/	Value of fixed assets (new and used) acquired during the year; land buildings, machinery, vehicles, others, total value of assets acquired and sold. 2/	Value of stocks at beginning and end of year (materials, etc., fuels and lubricants, work in process, finished goods). 2/		1/ For annual, also quantity and value of electricity purchased, quantity of electricity produced, value of fuels and lubricants consumed for manufacturing purpose. 2/ For annual only.
Guyana 1/	Annual, 1; 2 - 3; 511		Wages and salaries including bonuses.		Quantity and value produced and sold.	Purchases intended for use in current production.	Machinery, vehicles, other industrial equipment, industrial building, residential building, other building (hospitals, schools, creches. 2/).	Quantity and value of finished goods, work in process and production raw materials at beginning and end of the year.		1/ Same questionnaire used for all. 2/ That category "new" does not include imported used equipment. But imported used and locally purchased used are also collected as well as total value of fixed assets sold during the year.
Haiti	Quarterly 1, 2 - 3, 51				Quantity. 1/					1/ For 1 and 2 - 3, selected products.
Honduras	Annual 2 - 3	Working proprietors and partners; unpaid family workers; managers directors, technicians, etc.; other administrative personnel; operatives, apprentices, and maintenance personnel (watchmen, etc.).	Wages, salaries		Quantity and value of articles produced.	Quantity and value of raw materials 1/, fuels and lubricants consumed, quantity and value of electricity purchased and sold, and quantity of electricity generated. 2/	3/	Total value of stocks at beginning and end of year.		1/ By origin (foreign or domestic). 2/ Also, other costs: rent, water, excise and other taxes, office expenses and advertising, etc. 3/ Value of all fixed assets (new or used) acquired during the year, sales, total value of fixed assets, depreciation; buildings and construction, machinery, transport equipment, furniture and office equipment, other.

Annex IV (cont. 5).

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Jamaica	Quarterly 2 - 3	All employees except unpaid workers.	Wages and salaries for all personnel except managerial staff.	Man-hours worked only for the group 'craftsmen, machine operators, etc.'						
Mexico	Annual, 2 - 3	Number of employed 1/, number of operatives.	Wages and salaries paid during the year. 2/			Value of raw materials, fuels, lubricants, packing materials (consumed during the year). Purchased electricity. 4/	Machinery and industrial equipment; transport equipment; residential and non-residential buildings; other construction and works. 3/	Value of: raw materials, packing material, combustibles, work in process (unfinished goods on the date of reference) and finished goods at the beginning and end of the year.		1/ Data gathered on February 15, May 15, August 15, November 15. 2/ Included are wages paid during period of vacation, forced leave, compensation for unemployment and danger professional indemnifications. 3/ Also: Set out are the consumption and production of electricity in KWh, the value of goods and industrial services received by others and other expenditures; the value of manufactured goods and services rendered to others. 4/ Also acquisition of used fixed assets and sales of fixed assets including land.
	Annual, 511				Electric energy generated, imported and distributed. 5/					5/ Production of electricity is gathered in KW. Plants producing electricity are classified as follows: Plants of public service with 50 KW or more: Electric systems; Isolated plants; Other enterprises Plants of private service with 50 KW or more; Plants of public and private service, with less than 50 KW. Also: Index of the volume of generated electricity (based on a monthly average) is computed each year and compared with the previous years.
	Monthly, 2 - 3	Number of employed	Wages and salaries	Man-hours worked	Gross value and quantity of manufactured products.	Value of materials, fuel consumed, electricity consumed, etc.				
	Monthly, 1				Value and quantity of selected metal ores and of sulphur, baryta, fluorite, coal.					
	Monthly, 511	Number of employed, number of operatives	Wages and salaries	Man-hours worked	Electricity generated, sold and consumed.					

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Panama	Annual 1, 2 - 3, 51	Number of engaged. Number of employed; Number of operatives (average) 1/	Wages and salaries	Man-hours (monthly)	Quantity and value of products sold. 2/	Materials, fuels and electricity purchased.	New fixed assets: buildings and other construction, machinery and equipments, vehicles, office equipment and others. 3/	All stocks at the beginning and end of the year.		1/ For manufacturing industry, data for employment are gathered on February 28, May 31, August 31 and November 30, Saleries' data are gathered on the same dates (but other remunerations and social contributions are gathered at the end of the year. 2/ Capacity of installed power equipment is also gathered. 3/ Purchases and sales of used fixed assets are also gathered.
	Monthly and quarterly 2 - 3, 51	Number of employed. 4/	Wages and salaries.		Quantity of selected commodities and production and consumption of electricity.					4/ Starting from 6 April 1965 quarterly data on employment have been gathered in manufacturing industries (located in the city of Colón) having 5 or more persons engaged. Data are collected during the months of February, May, August, November. Date are sought on the number of persons engaged, wages and salaries to the employed, man-hours worked for workers and also persons engaged by sex during the month of August.
Peru	Annual 2 - 3	Number of engaged; number of employed; number of operatives	Wages and salaries	Man-hours (operatives)	Quantity and sales value (ex-factory).	Raw materials and others consumed.	New fixed assets: buildings and other construction, machinery and equipment, vehicles, office equipment. 1/	Value of stocks at the beginning and end of the year.		For manufacturing industry:- Data for employment are gathered during the months of March, June, September, December. A breakdown between Peruvian and non-Peruvian is also shown. The total wages and salaries (including bonuses and gratuities) paid during the year are gathered. Data concerning social contributions paid during the year are gathered separately. 1/ Data are also gathered for: Purchases and sales of used fixed assets; Depreciation; Capacity of installed power equipment.
	13, 32	Number of employed, number of operatives	Wages and days worked paid during the year (total).	Man-days worked (operatives).	Quantity of crude petroleum and refined petroleum products.			All stocks at the beginning and end of the year.		For extraction and refining of petroleum.
	1	Number of employed; number of operatives (daily average)	Wages and salaries paid during the year	Man-days (average)	Quantity 2/	Value and quantity of explosives, lumbers, fuels and lubricants consumed in the mines				For mining: 2/ A day-work is based on 8 working hours.

/Annex IV (Concld.)

Annex IV (concld.)

Country	Frequency and scope	Employment	Wages and salaries	Man-days or Man-hours	Production	Cost of materials and fuel	New Fixed Assets	Stocks	Value Added	Other remarks
Trinidad and Tobago	Annual 1, 2 - 3, 51 Bi-annual 1, 2 - 3, 51 Quarterly 1, 2 - 3, 51	Number of employed. Number of employed. 2/	Wages and 1/ salaries. Rates of pay.		Value of sales.	Purchased materials and fuels, electricity.	New fixed assets, machinery, vehicles, buildings.	All stocks.		Purchase and sales of used fixed assets. Depreciation. 1/ Rates of pay from a fixed panel. 2/ a) Administrative technical, professional and clerical; b) Manual workers on time rates; c) Manual workers employed on job or task work.

Annex V

PUBLISHED ITEMS OF DATA FROM ANNUAL AND MORE FREQUENT INQUIRIES INTO MINING, MANUFACTURING, ELECTRICITY AND GAS INDUSTRIAL UNITS

Country	Frequency of publication	Scope in Terms of ISIC	Time elapsed between end of enumeration and publication of data	Indicators and Items of Data Published										Other remarks
				Number of establishments	Employment	Wages and Salaries	Man-days or Man-hours	Production	Cost of Materials and Fuel	New Fixed Assets	Stocks	Value Added	Index of Production	
Argentina	M	1,2-3,511	3 months		Operatives, other employees 1/	Wages, salaries 1/	Man-hours 1/	Quantities of selected products					Available but not published	Indexes of employment, man-hours worked and salaries paid as well as production have previously been published but are now suspended. 1/ Selected manufacturing industries only.
Bolivia	A	1/			Operatives, other employees in selected industries.	Wages, salaries, in selected industries.		Quantity and value of selected products.					Index for selected industrial products.	1/ Selected individual industries in ISIC 1, 2-3.
	M	2/						Quantity produced of selected items						2/ Production of petroleum and derivatives by type, and the nationalized tin, wolfram, zinc and silver mines.
Brazil	A	1,2-3,511			Number of engaged, operatives 1/	Wages, salaries 1/	Man-hours 1/	Gross value of production 1/; Quantity of selected products 2/	Cost of raw materials, fuels and lubricants consumed, and electric energy purchased 1/			Market prices 1/	3/	1/ Manufacturing only latest 1962. 2/ Value of output is given for some of these products. 3/ For mining, total only. Also, installed capacity of electric generators.
	M	2-3,511						Quantity of selected products 2/						
Chile	A	1			Operatives and other employees	Wages and salaries	Man-days	Value and quantity					Index for selected products	1/ Also, other employees for crude petroleum and natural gas.
		2-3	13-14 months					Quantity of selected products					"	
		511						Quantity						
	M	1	2 1/2 months		Operatives (selected industries) 1/			Quantity of selected products					"	
		2-3	3 months					Quantity of selected products.					"	
		511	1 1/2 months					Quantity						
Colombia	A	2-3	6 months	Number by size, by industry.	Paid persons engaged, last pay period in November	Total wages and salaries		Gross value; quantity and value of selected products	1/	Total gross additions to fixed assets.	Change in total stocks; quantity and value of selected finished products as of December	At market prices		Also, employment indexes, May 1962=100, by 2-digit groups, employees, operatives; capacity of power equipment. 1/ An item "consumo intermedio", represents the difference between gross value of production and value added.
	M	1, 511						Quantity and value of selected products; for 511 in kwh						Also, employment indexes, for operatives, other employees, and total (May 1962=100).

Annex V (cont. 1)

Country	Frequency of publication	Scope in Terms of ISIC	Time elapsed between end of enumeration and publication of data	Indicators and Items of Late Published: Number of establishments	Employment	Wages and Salaries	Man-days or Man-hours	Production	Cost of Materials and Fuel	New Fixed Assets	Stocks	Value Added	Index of Production	Other remarks
Costa Rica	A	Selected 2-3 511 principal enterprises	6 months 1/	Number of operating establishments 2/ Number of plants 6/	Proprietors, unpaid family workers, operatives 3/ other employees, as of last month of the reference period	Operatives 4/ other employees	Man-hours worked by paid versus unpaid operatives	Value of production at market prices	Value of fuels and lubricants, raw materials, and containers and packing materials used, by origin (domestic or foreign)	5/				1/ The editing and coding take place simultaneously with the enumeration. 2/ Also, according to legal form. 3/ Including aprentices. 4/ Including payments made to apprentices and homeworkers. 5/ Total acquisitions and sales (buildings, land, machinery and production equipment, vehicles, office equipment and other assets). 6/ And capacity of installed power equipment.
Cuba	A M or Q	1,2-3,51 socialist sector 1,2-3,51 socialist sector	3 months 1/ Within 6 weeks for most items of data											1/ Published internally only
Dominican Republic	A	1,2-3,511		Registered establishments	Operatives, other employees	Wages and salaries combined		Total value of sales; quantity produced and sold and value of sales of selected products. 1/	Quantity and value of principal raw materials, fuels, lubricants and electricity consumed, and packing materials used, according to origin (domestic or foreign)	2/			For manufacturing: available for internal use but not for publication	1/ Also, quantity of selected products of the rural industries. 2/ Total value of fixed assets.
Ecuador	A	12 to 39	11 months 1/	Number of reporting establishments	Working proprietors, unpaid family workers, operatives, other employees 2/	Wages and salaries 2/ 3/		Quantity and value of principal products manufactured during the year; gross value of production	Quantity and value of raw materials consumed by origin (domestic or foreign); value of fuels and lubricants consumed by type; quantity of generated electricity used, and quantity and value of electricity purchased and sold 3/	4/		At market prices		1/ This includes a waiting period during which supplementary or clarifying information is submitted by enterprises when necessary. 2/ Also, employee's contribution to social benefits. 3/ Also, other costs, interest, commissions, advertising, rent. 4/ Value of total additions to fixed assets: land, buildings, machinery and equipment, furniture and office equipment, vehicles, other fixed assets; Also, amount of depreciation, and total value of fixed assets. 5/ Also, indexes of employment, wages and salaries.
El Salvador	A	14,2-3,511		Number of establishments by industry.	Working proprietors, unpaid family workers, operatives, other employees	Operatives, other employees		Quantity and value of items produced, gross value of production	Quantity and value of raw materials consumed according to origin (domestic or foreign), cost of fuels, lubricants and packing materials consumed, electricity purchased.				Manufacturing industries only	
Guatemala	A	2-3, 511			Index of employment 1/	Index of salaries paid 1/	Index of hours worked 1/	Quantity produced of selected products					Index of production by non-durable and durable goods.	1/ For the capital only. Annual average.
Guyana	A	1, 2-3						Quantity of selected products.						

Annex V (cont. 2)

Country	Frequency of publication	Scope in Terms of ISIC	Time elapsed between end of enumeration and publication of data	Indicators and Items of Data Published: Number of establishments	Employment	Wages and Salaries	Man-days or Man-hours	Production	Cost of Materials and Fuel	New Fixed Assets	Stocks	Value Added	Index of Production	Other remarks
Haiti	Q	1 1/2-3, 511 2/						Quantity produced of selected products						1/ No figures for mining have been published yet because they refer to later years for which no data are yet published. 2/ Annual fiscal year ended 30 September.
Honduras	A	1,2-3	1/	Number of reporting establishments	Proprietors and partners, administrators, technicians, other administrative employees, operatives, homework ers, family workers.	Administrators, technicians, other administrative employees, operatives, home workers.		Gross value of production	Value of raw materials consumed, by origin (foreign or domestic); value 2/ of fuels and lubricants consumed, by type; quantity and value of electricity purchased and sold, and quantity generated and consumed 2/	Total value of fixed assets as of 31 Dec: land, buildings, installation, machinery and equipment, transport equipment, other furnishings and office equipment. Depreciation during the year.		At market prices, and at factor cost		1/ Six months are required to complete the tabulation of data, but data are not published until an 85% coverage is attained. 2/ There are fewer reporting establishments for this item. 3/ Other costs: rent for machinery and equipment, and land, buildings etc; interest, excise taxes; other costs. These data for fewer reporting establishments.
Jamaica	A and Q	Selected 1,2-3, 511	9 months		Employees by 3 occupational groups (managerial, crafts-men and unskilled and by terms of employment regular and casual)	Earnings by 3 occupational groups and by terms of employment.		Quantity 1/ produced of selected commodities						1/ And values for a smaller selection.
Mexico	A	2-3		Number of reporting establishments.	Persons engaged (operatives and other employees)	Wages and salaries paid	Man-hours worked.	Total value of production; quantity and value of selected products.						Data are related to those industries having continuous statistics. These are classified in two industrial classes: A. For which a comprehensive survey is taken for all the establishments. B. For which a comprehensive survey is taken only for selected enterprises and the total is obtained by using an adjustment factor based on the selected enterprises. Also, data are gathered for some industrial commodities but the coverage is limited.
	A A	511 1		Number of plants				Quantity generated 1/ quantity and value of selected commodities					Volume index	1/ Also, quantity imported and energy available for consumption as well as installed capacity.

/Annex V (concluded)

Annex V (concluded)

Country	Frequency of publication	Scope in Terms of ISIC	Time elapsed between end of enumeration and publication of data	Indicators and Items of Data Published: Number of establishments	Employment	Wages and Salaries	Man-days or Man-hours	Production	Cost of Materials and Fuel	New Fixed Assets	Stocks	Value Added	Index of Production	Other remarks
Panama	A	2-3	9 months	Number of reporting establishments.	Persons engaged and employed (operatives and administrative).	Classified by industries, by employment (operatives and administrative)		Quantity of selected products; gross value of production	Value of consumption			Gross value of production minus value of consumption.		
		511						Quantity produced in cities of Panama and Colón.						
Peru	A	2-3	8 months		Total number of employees and operatives.	Wages and salaries paid to employees and operatives.		Quantity of selected products.					Volume index	
		23, 32	7 months					Quantity of selected products.						
		1	7 months	Number of enterprises	Operatives and employees.	Wages and salaries by subgroups of mining		Quantity and value of selected products	Value of materials, fuels, lubricants, explosives consumed					
Trinidad and Tobago	A	1,2-3,51	3 months		Total numbers employed during pay period in May and November.	Indexes of wage rates and average earnings.		Quantity of selected products; electricity generated and distributed.						
	Q	1,2-3,51	9 months	Number of establishments by industry	Employment by sex, by industry	Indexes of wage rates and average earnings.		Quantity of selected products; electricity generated and distributed.						