

SUBSIDIARY LEGISLATION

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(CAP. 351)

REGULATIONS

(Made under section 38)

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THE STATISTICS ACT
(CAP 351)

REGULATIONS

(Made under section 38)

THE STATISTICS REGULATIONS, 2017

PART I
PRELIMINARY PROVISIONS

- Citation 1. These Regulations may be cited as the Statistics Regulations, 2017.
- Interpretation 2. In these Regulations, unless the context requires otherwise-
- Cap. 351 “Act” means the Statistics Act;
 “applicant” means any person submitting request in the Form prescribed in the First or Second Schedule pertaining to production and publication of official statistics or requesting for statistical products or services;
 “agency or agencies” include research institutions, non governmental organizations, development partners or any other user or producer of statistics;
 “Bureau” has the meaning ascribed to it under the Act;
 “databank” means an accessible depository of organized statistical data in computerized form;
 “Director General” means the Chief Executive Officer of the Bureau appointed under section 9 of the Act;

- “Government Institutions” include Ministries, Government departments, Regional Administration and Local government authorities;
- “National Databank” means an accessible depository of organized statistical data in computerized form maintained by the Bureau;
- “National Statistical System” means a system coordinated by the Bureau involving data providers, producers or users of statistics, research and training institutions;
- “official statistics” means a body of statistical information produced, validated, compiled and disseminated by Bureau, Government Institutions and agencies subject to the conditions stated under section 20 of the Act;
- “Sector Working Groups” means groups of statistics and related field of experts established by the Bureau, dealing with certain statistical issue within a sector ministry;
- “sector ministry” means a ministry responsible for the sector concerned;
- “special information or report” means an abstract of a statistical report or information rendered by the Bureau which may require additional resources in terms of finance and time; and
- “special statistical service” means statistical service rendered by the staff of the Bureau which may require additional resources in terms of finance and time.
- “unidentified information or anonymized information” means micro level data whose identification variables have been removed or hidden.

PART II
THE NATIONAL STATISTICAL SYSTEM

Establishment of
Sector Working
Groups

3.-(1) The Bureau shall establish Sector Working Groups based on the nature of statistics to be produced.

(2) The Sector Working Group established under sub-regulation (1) shall consist of members from the sector ministry or ministries and the Bureau.

(3) The Director General shall appoint one member from the sector ministry to be the chairman and a member from the Bureau to be the secretary to the Sector Working Group.

Functions of
Sector Working
Group

4.-(1) The functions of the Sector Working Groups shall be to-

- (a) facilitate coordination and harmonization of statistics within the sector;
- (b) identify skill gaps and propose appropriate capacity building and training programs for staff within the National Statistical System;
- (c) serve as a forum for discussion of the issues raised by concerned producers, users and other stakeholders of sectoral specific statistics;
- (d) advise the Director General on the best ways for resource mobilization;
- (e) identify data gaps and proposed appropriate means of production; and
- (f) prepare and submit to the Bureau Sectoral-Medium term and Annual Programs of statistical surveys as inputs to the National Medium term and Annual Statistical Survey Programs respectively.

(2) Every Sector Working Group shall, in the course of fulfilling its functions under sub-regulation (1), submit to the Bureau an annual working plan and reports on the progress of activities under the Sector Working Group.

National
Program of
Statistical
Surveys

5.-(1) The Director General shall cause to be prepared the National Program of Statistical Surveys in collaboration with producers of statistics.

(2) The National Programs of Statistical Surveys prepared under sub -regulation (1) shall consist of a Medium term program and an Annual Program of Statistical Surveys.

(3)The National Programs of Statistical Surveys prepared under sub-regulation (1) shall be presented to the Governing Board for approval.

(4) The Medium term program of statistical surveys shall be adopted for a period of five years, and shall determine the main goals, the key areas of development and the priorities of National Statistical System.

(5) The Annual Program of Statistical Surveys shall contain a detailed overview of a regular and development tasks to be implemented by all producers of official statistics.

Contact person
on statistical
matters

6.-(1) Every Government institution shall appoint one statistician from its staff to be a contact person.

(2) A person appointed under sub-regulation (1) shall be a coordinator between the Government institution and the Bureau.

Establishment of
National
Databank

7. There shall be established a National Databank which shall be coordinated and maintained by the Bureau.

Institution or
agency to
maintain
databank

8.-(1) Every Government institution or agency which carries out data collection of official statistics shall be required to develop and maintain a databank.

(2) The databank maintained under sub-regulation (1) shall be made available to the Bureau within a month after the official release, for the purposes of creating and maintaining the National Databank.

(3) In order to ensure compatibility, the databank created and maintained under this regulation shall comply with the standard guidelines issued by the Bureau.

Collection, analysis and dissemination of official statistics

9.-(1) The Bureau shall, for the purpose of maintaining uniformity and comparability during collection, analysis and dissemination of official statistics, prepare and maintain-

- (a) concepts, definitions and standards to be used by data producers;
- (b) quality assurance guidelines which meet national and international standards; and
- (c) dissemination and communication guidelines for official statistics.

(2) The standards referred to under sub-regulation (1) shall, for the purposes of this regulation, ensure uniformity in quality, adequacy of coverage and reliability of official statistical information.

(3) The Bureau shall provide guidance on professional skills required in the production of official statistics for quality assurance.

(4) The Bureau shall coordinate identification of types of statistics produced by agencies so as to promote cooperation among producers and users of official statistics.

(5) The Bureau may undertake a customized analysis from a survey data whose report has been published.

Application for production of official statistics

10.-(1) An agency or government institution intending to commence a survey shall make application to the Director General in writing.

(2) The application referred to under sub-regulation (1) shall be in the form prescribed in the First Schedule to these Regulations.

(3) Upon receipt of the application the Bureau shall make thorough scrutinization of the application and advise the applicant accordingly.

(5) The Director General shall within twenty one (21) days from the date of final submission of the application, approve in writing the commencement of the intended survey after the fulfillment of the requirements under this regulation.

(6) The Bureau shall perform spot check during the implementation of the survey to ensure compliance of standards set by the Bureau.

(7) The collected statistics shall be designated as official statistics once they are approved by the Director General with the official seal before publication.

(8) The applicant shall, on approval of the official statistics, be required to provide the Bureau with the dataset and copies of the reports.

Criteria and standards in production of official statistics

11.-(1) The official statistics producers shall, basing on the type of survey or administrative data, meet the following criteria and standards-

- (a) Scientific sample frames developed or approved by the Bureau;
- (b) Data Quality Assessment Framework;
- (c) National and International concept, definitions and standards;
- (d) National and International Classifications;
- (e) Statistics Compendium.

(2) Each agency collecting official statistics under this regulation shall-

- (a) abide to the Fundamental Principles of official statistics as prescribed in the Third Schedule; and
- (b) be required to meet Code of Practice issued by the Bureau.

Collaboration
between Bureau
and Chief
Government
Statistician

12. (1) The Bureau and the Office of the Chief Government Statistician of Zanzibar shall conduct Joint Management Meetings.

(2) In order to enhance collaboration between the two Statistical Offices, issues with regard to the joint undertaking of a Census, Survey or any statistical activity shall be discussed during the Joint Management Meetings.

Disclosure of
unidentified
information

13.- (1) Every application for sharing of unidentified or anonymized information for statistical purposes shall be made in a prescribed form stipulated in the Fifth Schedule.

(2) Any person who has obtained from the Bureau unidentified or anonymized information pursuant to sub regulation(1) shall, before publishing or communicating such information as official statistics, seek authorization from the Bureau.

PART III GENERAL PROVISIONS

Fees and
charges

14.- (1) The fees and charges to be paid for any official statistics, special information, report supplied or any special statistical services rendered by the Bureau shall be as specified in the Fourth Schedule to these Regulations.

(2) The fees for processing request for production and publication of official statistics shall be as specified in the Fourth Schedule to these Regulations.

Appeals

15.- (1) Any person who is aggrieved by the decision of the Director General refusing an application of production of official statistics made under regulation 10 may appeal to the Board within thirty days of such decision.

(2) In the determination of the appeal, the Board may confirm or rescind the decision of the Director General or give

such directions, as he may deem proper for the determination of the appeal.

General penalty

16. A person who commits an offence under the Act or under these Regulations for which no penalty is provided, is liable, upon conviction-

- (a) in the case of an individual, to a penalty not less than one million shillings or imprisonment for a term not less than six months; and
- (b) in the case of a body corporate to a penalty not less than ten million shillings.

FIRST SCHEDULE

(Made under regulations 2 and 10(2))

Application Form for Production of Official Statistics

1. Particulars of the Applicant:
Name of Applicant (Individual/Institution).....
Physical address of the Applicant.....
P.O. Box.....
Telephone No. Mobile phone No.....
Email address.....
District.....
Region:
2. Terms and conditions:
The applicant shall comply with standards and principles in the production of the intended official statistics.
3. Application requirements:
 - (a) developed concept note or proposal for the intended survey showing the following-
 - (i) objective of the survey;
 - (ii) concept and definitions to be used;
 - (iii) justification for conducting the survey;
 - (iv) scope or coverage;
 - (v) draft questionnaire;
 - (vi) mode of data collection;
 - (vii) sample design;
 - (viii) time frame;
 - (ix) Work Plan and Budget; and
 - (x) Source of funding;
 - (b) capacity in terms of professional ability and instruments including signed CVs of key personnel;
 - (c) specific area(s) that need Bureau assistance .
4. Declaration:
I have read, understood and agreed to abide with the terms and conditions for this Application.

Signature: Date Official seal.....

SECOND SCHEDULE

(Made under regulation 2)

Application Form for Other Statistical Service

1. Particulars of the Applicant:
Name of Applicant (Individual/Institution).....
Physical address of the Applicant.....
P.O. Box.....
Telephone No. Mobile phone No.....
Email address.....
District.....
Region:
 2. Terms and conditions:
The applicant shall comply with standards and principles guiding the use of the requested service(s).
 3. Specify the services requested from the Bureau-
.....
.....
.....
.....
 4. Declaration:
I have read, understood and agreed to abide with the terms and conditions for this Application.
- Signature: Date Official seal

THIRD SCHEDULE

(Made under regulation 11(2))

Fundamental Principles of official statistics

<i>Principle</i>	<i>Contents</i>
1.	Official statistics provide an indispensable element in the information system of a democratic society, serving the Government, the economy and the public with data about the economic, demographic, social and environmental situation. To this end, official statistics that meet the test of practical utility are to be compiled and made available on an impartial basis by official statistical agencies to honour citizens' entitlement to public information.
2.	To retain trust in official statistics, the statistical agencies need to decide according to strictly professional considerations, including scientific principles and professional ethics, on the methods and procedures for the collection, processing, storage and presentation of statistical data.
3.	To facilitate a correct interpretation of the data, the statistical agencies are to present information according to scientific standards on the sources, methods and procedures of the statistics.
4.	The statistical agencies are entitled to comment on erroneous interpretation and misuse of statistics.
5.	Data for statistical purposes may be drawn from all types of sources, be they statistical surveys or administrative records. Statistical agencies are to choose the source with regard to quality, timeliness, costs and the burden on respondents.
6.	Individual data collected by statistical agencies for statistical compilation, whether they refer to natural or legal persons, are to be strictly confidential and used exclusively for statistical purposes.
7.	The laws, regulations and measures under which the statistical systems operate are to be made public.
8.	Coordination among statistical agencies within countries is essential to achieve consistency and efficiency in the statistical system.
9.	The use by statistical agencies in each country of international concepts, classifications and methods promotes the consistency and efficiency of statistical systems at all official levels.
10.	Bilateral and multilateral cooperation in statistics contributes to the improvement of systems of official statistics in all countries.

FOURTH SCHEDULE

(Made under regulations 10(3) and 14)

Fees and Charges

(a) Fees

	Service	In case the service is rendered to a citizen (TZS)	In case the service is rendered to a non-citizen (USD)
1	Scrutinizing requests for approval to undertake a survey/census for official statistics, Quality control, and quality assessments	1% of the total budget	1% of the total budget
	Designing of Methodology		
	(i) Sample Design	2,500,000	2,500
	National Level		
	Regional Level		
	District Level		
(ii)	Construction of Weights	2,500,000	2,500
	National Level		
	Regional Level		
	District Level		
(iii)	Writing Methodology and technical Report	3,000,000	3,000
(iv)	Design of Survey Instruments	5,000,000	3,500
2	Customized Analysis		

Statistics

G.N. No. 46 (contd.)

	Analytical Tables only	If the clients requires that these and other types of assignments, not elsewhere specified be done by NBS, the fee charged will depend on the level of efforts committed in terms of number of person-days where each person-day will be charged at a rate of TShs 250,000 or US\$250 per day	
	Full Report		
3	Commissioned work (institution fee)	15% of the total budget	15% of the total budget

Cartographic works/ Products

Product	Soft Copy		Hard Copy		
	Tshs	USD	Size	Tsh.	USD
Enumeration area map each	10,000/-	10		5,000/-	5
District map with enumeration area	450,000/-	450	A0	65,000/-	65
District map with village boundaries	250,000/-	250	A1	50,000/-	50
			A2	40,000/-	40
			A3	30,000/-	30
			A4	20,000/-	20
Ward boundaries map (one)	25,000/-	25	A1	40,000/-	40
			A4	7,000/-	7
District map with ward boundaries	125,000/-	125	A1	40,000/-	40
			A2	30,000/-	30
			A3	15,000/-	15
			A4	7,000/-	7
Regional map with boundaries	200,000/=	200	A0	80,000/-	80
			A1	50,000/-	50
			A2	50,000/-	50
			A3	40,000/-	40
			A4	15,000/-	15
Tanzania Map with ward boundaries	450,000/-	450	A0	80,000/-	80
			A1	70,000/-	70
			A2	40,000/-	40
Tanzania map with District Boundaries	65,000/-	65	A0	50,000/-	50
			A2	40,000/-	40
			A3	30,000/-	30
			A4	15,000/-	15
Road networks and Drainage on any Map	450,000/=	450	A0	80,000/-	80
			A1	65,000/-	65
			A2	40,000/-	40

FIFTH SCHEDULE

(Made under regulation 2 and 13(1))

(a) Application Form for sharing unidentified information

1. Particulars of the Applicant:

Name of Applicant (Individual/Institution).....
Physical address of the Applicant
P.O. Box:.....
Telephone No. Mobile phone No.
Email address
District.....
Region:.....

Reason for application

2. Terms and conditions:

The Applicant shall:

- a. not attempt to identify any particular person, undertaking or business;
- b. use the information for research or statistical purposes only;
- c. not disclose information to any other person or organization.

3. Declaration:

I have read, understood and agreed to abide with the terms and conditions for this application

Signature: Date

Dar es Salaam,
24th January, 2017

PHILIP I. MPANGO,
Minister for Finance and Planning