



**The United Republic of Tanzania**

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## **COMPENDIUM OF HEALTH, ENVIRONMENT, SOCIAL WELFARE, COMMUNITY DEVELOPMENT AND CIVIL REGISTRATION**

### **STATISTICS CLASSIFICATIONS FOR TANZANIA MAINLAND**

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National Bureau of Statistics  
Ministry of Finance  
Dar es Salaam

## **National Bureau of Statistics**

**Vision:** To be a preferable source of official statistics in Tanzania.

**Mission:** To facilitate informed decision-making process, through provision of relevant, timely and reliable user-driven statistical information, coordinating statistical activities and promoting the adherence to statistical methodologies and standards

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## **PREFACE**

The National Bureau of Statistics (NBS) is responsible for coordinating statistical activities in the country. NBS is responsible for ensuring that statistical methods and standards are adhered to throughout the national statistical system.

The National Bureau of Statistics through the Department of Statistical Methods, Standards and Co-ordination (SMSC) together with other stakeholders has compiled a compendium for Health and Human Activities sector. The objective of this compendium is to put together all Health statistical classification and the related fields. In this document there are information about Health, Social Welfare, Environmental Management, Civil registration and Vital Statistics.

The classifications codes used in this compendium are international these include the International Standard Industrial Classification (ISIC Rev 4), Central Product Classification (CPC), Harmonized Commodity Description and Coding System (Harmonized System - HS) and Tanzania Standard Classification of Occupations (TASCO).

The compendium will be used as a reference material by various stakeholders including academicians, researchers, policy makers, personnel of international agencies and private sector operators. Besides this compendium has produced other sectoral compendiums namely the Compendium of Agricultural Sector Statistical Classification and the Compendium of Tourism, Accommodation Facilities, Culture, Sports, Information and Communication.

The production process of this compendium was coordinated by the NBS through the Department of Statistical Methods, Standards and Co-ordination (SMSC) by involving relevant stakeholders. NBS recognizes various contributions made towards production of this Compendium from the Ministry of Health and Social Welfare (MoHSW), Ministry of Community Development, Gender and Children (MCDGC), National Environment Management Council (NEMC) and RITA. This process was done to avoid duplication of efforts in the production of statistics and to ensure uniform standards of statistical data.

Financial resources were obtained through the Tanzania Statistical Master Plan (TSMP) to support various stages in producing this compendium.

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Director General  
NATIONAL BUREAU OF STATISTICS.

## **Acronyms**

APR	Annual Performance Report
AIDS	Acquired Immune Deficiency Syndrome
BEST	Basic Education Statistics in Tanzania
BTN	Brussels Tariff Nomenclature
CBOs	Community Based Organizations
CDTIs	Community Development Training Institutes
CEDAW	Convention on the Elimination of all forms of Discrimination Against Women
CPA	Classification of Products by Activity
CPC	Central Product Classification
CSOs	Civil Society Organizations
DCC	Day Care Centre
DHIS	District health Information System
DIMS	Data Information Management System
DMIS-MVC	Management Information System for most Vulnerable Children
DPOs	Disabled Persons Organisations
DSW	Department of Social Welfare
EMA	Environment Management Act
EU	European Union
FDC	Folk Development Colleges
FGM	Female Genital Mutilation
GBV	Gender Based Violence
HIV	Human Immunodeficiency Virus
HMIS	Health Management Information System
HRIHS	Human Resource for Health Information System
HS	Harmonized Commodity Description and Coding System
IHI	Ifakara Health Institute
IMS	Information Management System
ISIC Rev 4	International Standard Industrial Classification Revision 4
LGAs	Local Government Authorities
LGAs	local government authorities
MCDGC	Ministry of Community Development Gender and Children
MDAs	Ministries Departments and Agencies

MKUKUTA	Mkakati wa Kukuza Uchumi na Kupunguza Umaskini Tanzania Bara
MoHSW	Ministry of Health and Social Welfare
MVC	Most Vulnerable Children
NAP	National Agency Policy
NBS	National Bureau of Statistics
NCPA	National Coasted Plan of Action
NDP	National Disability Policy
NEMC	National Environment Management Council
NEP	National Environmental Policy
NGOs	Non Governmental Organizations
NHA	National Health Accounts
NIMR	National Institute for Medical Research
NSGRP	National Strategy for Growth and Reduction of Poverty
PER	Public Expenditure Review
PWDA	Person with Disabilities Act
PWDs	Person with Disabilities
RITA	Registration Insolvency and Trusteeship Agency
SAM	Service Availability Mapping
SAVVY	Sample Vital Registration with Verbal Autopsy
SP	Social Protection
TASCO	Tanzania Standard Classification of Occupations
TDHS	Tanzania Demographic and Health Survey
THMIS	Tanzania HIV/AIDS and Malaria Indicators Survey
TNA	Tanzania National Archive
TSPA	Tanzania Service Provision Assessment
TWB	Tanzania Women Bank
TWDF	Tanzania Women Development Fund
UN	United Nations
UNAIDS	Joint United Nations Programme on HIV/AIDS
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNICEF	United Nations Children's Fund
VAC	Violence Against Children
WHO	World Health Organization



## CHAPTER ONE

### Background information

#### 1.0 Health

Health and medical statistics incorporate a variety of data types. The most common statistics reported are vital (birth, death, marriage, divorce rates), morbidity (incidence of disease in a population) and mortality (the number of people who die of a certain disease compared with the total number of people). Other common statistical data reported are health care costs, the demographic distribution of disease based on geographic, ethnic, and gender variables, and data on the socio-economic status and education of health care professionals.

According to the Tanzania Vision 2025, health is identified as one of the priority sectors contributing to high quality livelihoods for all Tanzanians. In order to successfully achieve this, there must be a mechanism for monitoring the delivery of health services at various levels.

#### 1.1 Environmental Management

The National Environmental Policy (NEP 1997) describes the current state of the Tanzania environment as a matter of concern. A national analysis as provided in the Policy Document (based on environmental statistics) identified six major problems that need urgent attention. These are:

- i. Land degradation;
- ii. Lack of accessible, good quality water for both urban and rural inhabitants;
- iii. Environmental pollution;
- iv. Loss of wildlife habitats and biodiversity;
- v. Deterioration of aquatic systems; and
- vi. Deforestation.

Each of these is important to the economic well-being of the country and the health of the people.

To expand on the above problems, it is appreciated that:-

- (i) Land degradation is reducing the productivity of soils in many parts of Tanzania;
- (ii) Despite considerable national efforts, over half the people in towns and in the countryside do not have access to good quality water for washing, cooking, drinking and bathing;

- (iii) Pollution in urban areas and the countryside is affecting the health of many people, and has lowered the productivity of the environment;
- (iv) The loss of habitats for wildlife is threatening the national heritage and creating an uncertain future for the tourist industry;
- (v) The productivity of lake, river, coastal and marine waters is threatened by pollution and poor management; and
- (vi) Tanzania forests and woodland heritage is being reduced year by year through clearance for agriculture, for timber, wood fuel and for other demands.

It should be appreciated that, the above matters of concern could not have been realized without good and reliable environmental statistics.

Consequently, the Environmental Management Act (Cap. 191) of 2004 was enacted to implement the National Environment Policy and hence address the above challenges. Likewise, the Environmental Management Regulations (2009) were made to enforce the Environmental Management Act (EMA Cap 191).

Overall, the object of EMA Cap 191 is to provide for legal and institutional framework for sustainable management of environment; to outline principles for management, impact and risk assessments, prevention and control of pollution, waste management, environmental quality standards, public participation, compliance and enforcement; to provide basis for implementation of international instruments on environment; to provide for implementation of the National Environment Policy; and to provide for continued existence of the National Environment Management Council.

## **1.2 Community Development**

In order to ensure community development in Tanzania, the Government through Ministry of Community Development, Gender and Children (MCDGC), implements all community development activities such as: enabling community to participate in decision making; formulates and implements policies for community development for all community groups to bring equal opportunity for each group to participate in community development activities.

Tanzania has abundant resources including people, land, water and natural resources such as, minerals, game reserves e.t.c. However, because of inadequate capacity in terms of knowledge and skills, and poor application of knowledge and technology, most of Tanzania's Communities have

been largely unable to utilize these resources to bring about meaningful development. Therefore, in order to achieve community development, people must be enabled to develop their capacity to identify their problems and finding ways of solving them by developing their knowledge and skills so as to assess available resources to bring about their own development.

The Ministry of Community Development Gender and Children has four policies which are; Community Development Policy (1996), Child Development Policy (2008), Gender and Women Development Policy (2000) and Non-Governmental Organization Policy (2001). Community Development statistics include Gender equality, equity and women empowerment in the society, promoted and protected child rights and improved family welfare, capacities of self-employment skills and income generation in communities, and community participation in development.

### **1.3 Social Welfare**

The National Vision 2025 and The National Strategy for Growth and Reduction of Poverty (NSGRP), recognizes that, support to the wellbeing of the vulnerable groups and other Tanzanians in general is impetus, for eradication of poverty and promotion of people's livelihood. The government established Social Welfare Sector with the main purpose being to facilitate the achievement of the second cluster of MKUKUTA for the vulnerable groups. The sector has the following roles:-

1. Develop Programs that benefit vulnerable groups (Persons with Disabilities; the elderly, Poor and destitute individuals, families and groups and Most Vulnerable Children);
2. To coordinate social welfare services and activities of voluntary agencies and activities by the (LGAs) that seek to prevent, alleviate, or contribute to the solution of recognized social problems, or to improve the well-being of individuals and groups;
3. To review social welfare related legislations and recommend for amendments if any;
4. Review and develop Social Welfare Policies, Regulations, Guidelines and Training Manuals;
5. Build capacity of service providers including social welfare professionals at the National level and LGAs, in institutions and NGOs;
6. Create awareness on good practices, opportunities and challenges that face the sector;
7. Conduct operational research on social problems to inform decisions; and
8. Monitor and evaluate social welfare and related services.

The sector deals with vulnerable individuals; families and groups and is guided by the following legal frameworks; Anti- Human Trafficking Act (2008); The Law of the Child Act (2009); and Persons with Disabilities Act (2010). National Ageing Policy (NAP-2003), National Disability Policy (NDP-2004), National Health Policy (NHP-2007), National Social Welfare Policy, National Costed Plan of Action for Most Vulnerable Children (NCPA); Health Sector Strategic Plan- (HSSP 2009-2013); MKUKUTA regulations and guidelines.

#### **1.4 Civil Registration and Vital Statistics**

The Registration Insolvency and Trusteeship Agency (RITA) is the custodian of information on key life events of the country on behalf of the Government in Tanzania Mainland. It is the result of a transformation of the Administrator General's Office into an Executive Agency. The agency is concerned with registration of births, deaths, marriage and divorces. The Chief Executive Offices is responsible for the operations of the agency and exercises the Agencies Act No.30 of 1997 as well as power vested in the acts and statutory instruments. That is the Registrar General of Births and Deaths under the Births and Deaths Registration Act Cap 108.R.E 2002 and the Registrar General of Marriages and Divorces under the Law of Marriage Act Cap 29 R.E. 2002.

However, most of civil registration and vital statistics in most developing countries including Tanzania are not efficient. This limits availability of adequate information and births, deaths and other vital events in their countries, which can contribute to country's policies and development planning.

#### **1.5 Database Coding System (ISIC Rev 4, CPC, HS, TASCO)**

##### **1.5.1 ISIC Rev.4**

Classifications of economic activities are primarily used to compile statistical data on production, the production process (intermediary consumption, value added), factors of production, capital formation, financial transactions, etc. There is virtually only one reference classification for economic activities namely the International Standard Industrial Classification of all areas of economic activities (ISIC Rev.4).

ISIC is the international reference classification of a coherent and consistent structure of economic activities based on a set of internationally agreed concepts, definitions, principles and classification rules.

In Tanzania, the National Statistical System has adapted ISIC Rev.4 to develop a national coding system. In view of this, the first two digits stand for Division Code, third digit stands for Group Code, fourth digit stands for Class Code and fifth digits stand for country specific sub-class code. The health category has been described by ISIC Rev.4 in section Q, division 86 and division 87; specifically groups 871 and 872. Environmental Management sector is described in section E, division 37 through 39. Community Development sector is described in section P, division 85; specifically in sub-classes 85101, 85301 and 85491. It is also described in section S, division 94. Social Welfare category is described in section Q, division 87 and section S, division 88. Activities based on vital registration are described in section M, division 69.

### **1.5.2 Central Product Classification (CPC)**

The name "Central Product Classification" is intended to indicate that the purpose of CPC is to provide a framework for international comparison of various kinds of statistics dealing with goods, services and assets. Basically, CPC is intended to be used for different types of statistics, for example, industrial statistics and national accounts, price statistics, foreign trade statistics (including trade in services) and balance-of-payments statistics.

Another characteristic of CPC is that it contains a description of services. No international classification of services covering the whole spectrum of outputs of heterogeneous service industries and serving the different analytical needs of the various types of statistics has been available until now. Rapid technological progress in many service industries has led to new services and service packages being offered, such as financial services, computer services, consultancy and advisory services in many fields, technical services and other business services. For data collection and compilation on such outputs, it is essential to attempt to describe these services as accurately as possible to clarify the basic underlying concepts. The products concerning Health activities have been aggregated into section 9, division 93, specifically in group 931. Environment activities products/services are described in section 3, division 39, and groups 391-392. It is also described in section 9, division 94, groups 941-945 and 949. Services related to Community development are described in section 9, division 92, groups 921, 924 and 929. It is also described in division 93, group 935. Social welfare category is described in section 9, division 93, and groups 933-935. Vital registration services are explained in section 8, division 82, and group 821.

### 1.5.3 Harmonized Commodity Description and Coding System (HS)

The HS evolved from the customs tariff nomenclature of the Customs Cooperation Council. The original custom tariff nomenclature of the Council was the 1955 Brussels Tariff Nomenclature (BTN). The main requirements for the classification were that goods should be classified according to objective criteria and that the classes should be simple, precise and objective in application. In particular, the following criteria were used: classification according to raw or basic material, classification according to the degree of processing, classification by use or function and classification according to economic activities. These principles were maintained in all subsequent revisions of the nomenclature.

The Harmonized Commodity Description and Coding Systems generally referred to as "Harmonized System" or simply "HS" is a multipurpose international product nomenclature developed by the World Customs Organization (WCO).

Description	Codification	Example	No. of items
HS-Section	Roman letters	I	21
HS-Chapter	HS-2 = 2-digits	04	97
HS-Headings	HS-4 = 4-digits	0406	1'241
HS-Subheadings	HS-6 = 6-digits	0406.40	5'199
Classification on national level	HS-8, HS-11 = 8-11-digits	HS-10, 0406.4010	Depending on country

While the HS coding system (up to HS-6) is an international standard, HS-8 to 11-HS is the classification on national level.

### 1.5.4 Tanzania Standard Classification of Occupations (TASCO)

Tanzania Standard Classification of Occupations (TASCO), provides a systematic classification and codification structure for the civilian working population of the United Republic of Tanzania. TASCO has been fashioned after the International Standard Classification of Occupations, ISCO – 2008, compiled by the International Labour Office, ILO Geneva, and which is the revised edition of ISCO – 88. This adaptation has been done to ensure international and regional comparability of reporting and analyzing of statistical data relating to occupations, manpower, population census,

etc, and also taking into account globalization. Continuity with ISCO-88 has been maintained, as far as possible, since the collection, analysis and reporting of statistical data in the United Republic of Tanzania has hitherto been based on ISCO-88 and TASCOT- 1990 version. In all, 131 minor groups of TASCOT and 444 Unit Groups are equivalent to, or only marginally different from those of ISCO-88. Nevertheless, TASCOT, as well as ISCO-2008 differs slightly from the ISCO-88 in the following aspects:-

- i) A new level of aggregation, called Sub-Major Groups, which was introduced in ISCO-88 and adopted by TASCOT -1990, has been maintained.
- ii) The basis of occupational classifications, in the ISCO-68, was according to type of work performed. TASCOT-1990 and ISCO-88 occupational classifications are based on “Skill requirement” criterion, reflected in the skill level and skill specialization of various occupations. TASCOT 2010 edition has observed the same principle.
- iii) As a result of introduction of a new level of aggregation, viz Sub-Major Groups, the occupational code structure consists of six (6) digits. The digit structure is the same as was in 1990, thus:-
  - a) Major Groups are of one (1) digit, the extreme left numeral, at ‘thousand point of the four digits before the decimal point;
  - b) Sub-Major Groups consist of two (2) digits, the left two numerals, at ‘thousand’ and ‘hundred’ points, of the four-digit numbers before the decimal point;
  - c) Minor Group consist of three (3) digits, the left three numerals, at ‘thousand’ ‘hundred’ and ‘ten’ points, of the four-digit numbers before the decimal point;
  - d) Unit Groups consist of four (4) digits, all the four numerals left of the decimal point; and
  - e) Occupational Categories consist of six (6) digits, all the four (4) numerals left of the decimal point plus the two (2) numerals right of the decimal point.

**Example**

2151.60 Engineer Electrical Design:

Major Group is indicated by ‘2’, one digit at the ‘thousand’ point;

Sub-Major Group is indicated by ‘21’, two digits at ‘thousand’ and ‘hundred’ points;

Minor Group is indicated by ‘215’, at ‘thousand’, ‘hundred’ and ‘ten’ points; and

Unit Group is indicated by '2151', all the four numerals left of the decimal point; and Occupational category is indicated by 2151.60, i.e. All the four numerals, viz '2151' left of the decimal point plus two numerals, viz 60 on the right side of the decimal point.



## **CHAPTER TWO**

### **Health Statistics**

#### **2.0 Introduction**

The health sector is of great importance in the economic development of the country. Health is a state of physical, social and mental well-being: it is not the absence of disease or infirmity. The health status helps to show the welfare of a person. On the other hand, poor health status represents a major manifestation of poverty. Inadequate health services, lack of food, safe water, income or education are inter-linked factors.

Production of the health sector statistics is an important milestone for the health sector. It is intended to guide well and consistently presentation of health sector data to assess the performance of health service delivery to the people of Tanzania Mainland. It is also the guiding reference document for the preparation of the five-year national, regional, hospital and council health strategic plans.

Health statistics can also be used in the formulation of specific plans and programmes including annual plans at all levels. This chapter describes types of data which are obtained in the health sector from various sources. It provides direction focusing on specific health service delivery areas and also cross-cutting issues which elaborate on approaches towards quality, equity, gender and governance. Consequently, it is the important information in achieving the goals that are set for the health sector.

Furthermore, the content can be used as a reference on the whole process of collecting relevant information which will enable the health sector to compare between the past and current, and make plans for the future. It will enable and enhance the sector to bring together information from various sources including routinely collected data from service provision points, sentinel surveillance activities, national surveys and population estimates, to mention a few.

Also, the chapter aims at providing guidance to the sector on obtaining and producing quality analytical statistics which will provide an overall country's picture of health services provision.

## **2.1 Challenges Facing Health Statistical System.**

The major challenges facing the health statistical system is the absence of health statistics that are accurate, reliable and timely. The following constraints have contributed to the earmarked challenges:-

- a) Delay in submission of data/information from lower to higher level;
- b) Bureaucratic process of data collection and reporting tools to implementers;
- c) Lack of skills in data management especially at lower levels;
- d) Inadequate supportive supervision of Health Management Information System (HMIS) at the district and regional levels;
- e) Lack of awareness to respondents about health statistics;
- f) Insufficient financial support to cover large sample; and
- g) Low priority in health statistics activities.

## **2.2 Scope and Coverage**

The routine health statistics system is set to collect facility-based and health-related data as an outcome of health-related managerial and functioning activities from all levels of the service delivery system that will provide accurate, timely, and useful information to decision makers at the district, regional and national levels.

The system covers all health programmes and healthcare services. The facility based routine data collection and reporting system is implemented in all health facilities regardless of ownership and reported to the district health authority. The overall goal of this system is to optimise the performance of health services at all levels of administration through the timely provision of necessary and sufficient information needed by health managers to plan, implement, monitor and evaluate their activities.

The major health surveys such as Tanzania Demographic and Health Survey (TDHS) and Tanzania HIV/AIDS and Malaria Indicators Survey (THMIS) are implemented on sample basis approach. These are cross sectional type of study and are designed in such a way that the findings from the surveys reflect the country representation of the whole population.

The health and demographic surveillance systems are also operating on sample basis. They are longitudinal type of survey systems and cover only few districts and clusters within each district.

## **2.3 Main Uses of Health Statistics**

The major objective of health statistics is to enable everyone involved in the health sector at the community, health facility, district, regional and ministerial levels to access and use reliable data in order to evaluate the implementation of health policies and guidelines for planning and providing quality services of treatment and prevention at affordable cost.

Health statistics facilitate decision making regarding implementation of activities in the health sector. Therefore, health statistics facilitate the following:

- a) Preparation of various health sector policies;
- b) Planning and making correct decisions in the health sector;
- c) Assessing the quality of standards in health service provision;
- d) Managing and evaluating the implementation of different health plans;
- e) Assisting in initiating different health related researches;
- f) Following up on the trends of different diseases;
- g) Assisting in improving the quality of provision of curative and preventive services;
- h) Assisting in interventions to reduce morbidity and mortality at area of concern;
- i) Evaluate the quality of provision of community services such as mobile activities; and
- j) Assist in reviewing whole plans in health sector.

However, health statistics are also widely used in international organisations such as WHO; UNICEF; UNAIDS to mention a few. It is also used by academic institutions including universities, individuals, and NGOs for various purposes.

## **2.4 Frequency of Collecting Health Data**

Health information is mostly obtained through surveys such as Tanzania Demographic and Health Survey (TDHS), Tanzania HIV/AIDS, Malaria Indicators Survey (THMIS) and Tanzania Service Provision Assessment Survey. Another source is the Health Management Information System (HMIS) which is a routine data source whereby health data are collected and compiled by health facilities at all levels. While surveys are conducted once in four to five years, routine data are compiled monthly..

## 2.5 Sources and Methods of Compiling Health Statistics

### 2.5.1 Sources of Compiling Health Statistics

Reliable health statistics, the cornerstone of national health information systems, are necessary for population health assessment, health policy and health service planning, programme evaluation and epidemiological research. These data are essential for monitoring progress towards the health-related Tanzania Millennium Development Goals of reducing child and maternal mortality, and mortality from HIV/AIDS, tuberculosis and malaria. They are also required to assess the impact of non-communicable diseases, emerging infectious diseases, injuries and natural disasters. The sources and methods of compilation health statistics depend on types of surveys and routine records and these sources are as listed below:-

#### Population Health Surveys

- a) Tanzania Demographic and Health Survey;
- b) Tanzania HIV/AIDS and Malaria Indicator Survey;
- c) National Panel Survey; and
- d) Non-communicable Diseases Survey.

#### i. Health Facility Data and Reports Core HMIS data base;

HMIS data is extracted from the following major areas:

- a) Out-patient department;
- b) In-patient department;
- c) Diagnostics services (e.g., laboratory, X-ray department);
- d) Department of reproductive and child health;
- e) Administration;
- f) Accounts section;
- g) Pharmacy; and
- h) Information from the community.

#### ii. Annual Health Statistics Report;

#### iii. Annual Health Sector Performance Profile; and

#### iv. Programme databases and annual reports of disease programs.

#### Facility Assessments Surveys

- Tanzania Service Provision Assessment (TSPA); Service Availability Mapping (SAM);

Service Availability and Readiness Assessment (SARA);

- Client Satisfaction Surveys; and
- Sub-national Assessments.

### **Administrative Data**

- Financing: Annual Public Expenditure Review (PER); National Health Accounts (NHA);
- Human Resource for Health Information System (HRIHS);
- Master Facility List of Health Facilities.

### **Surveillance Systems**

- Health and Demographic Surveillance Systems (HDSS); and
- Sample Vital Registration with Verbal Autopsy (SAVVY).

### **Health Research Studies**

- National Institute for Medical Research (NIMR); and
- Ifakara Health Institute (IHI).

## **2.5.2 Methods of Compiling Health Statistics**

There are multiple methods of collecting health statistics which are considered as most reliable in Tanzania. The TDHS and THMIS are essential surveys which collect a lot of health information. The data is collected through face-to-face interviews by use of a questionnaire and analysis is done on the information collected. For example the 2010 TDHS, Household Questionnaire was used to collect information on all usual residents and visitors who spent the night preceding the interview in the household. For routine HMIS, information is collected on daily basis whenever the client is provided with health services at a given health facility. The system use standard manual data collection and compilation tools to record information at the lower level of health service provision. The system is computerized from district to national level. The health and demographic surveillance system uses standard data collection forms to record information.

## **2.6 Data Dissemination and Archives**

### **2.6.1 Data Dissemination**

Dissemination means ‘making available to the public’, regardless of the way through which the action is carried out. Publication involves the action of making statistical information public in printed form or on the internet and can also include CD-ROMs, magnetic tapes, audiocassettes, radio and TV broadcasts, as well as any other media that can meet the same objectives.

Health statistics in report formats are usually disseminated through seminars where various implementing officers are gathered together to share the findings with stakeholders (TDHS, THMIS reports). The published reports are also distributed to various stakeholders. These stakeholders include individuals, international organizations, researches, academic institutions and NGOs. They are also available in the NBS website ([www.nbs.go.tz](http://www.nbs.go.tz)) and MOHSW website ([www.moh.go.tz](http://www.moh.go.tz)).

### **2.6.2 Data Archives**

Harmonized data archives are of great significance, and it can be for automated/documentation and efficient dissemination. A data archive can be electronically or paper stored data. These are designed to assist storage of documents for future consumption. In Tanzania, health statistics archive is accessible through the National Bureau of Statistics (NBS) website ([www.nbs.go.tz](http://www.nbs.go.tz)) and District Health Information System (DHIS) database of the Ministry of Health and Social Welfare (MOHSW) whose website is ([www.moh.go.tz](http://www.moh.go.tz)).

## **2.7 Database Coding System**

Under this sub section details on ISIC Rev.4, CPC, HS and TASCO are explained.

**ISIC Rev. 4**

<b>Division</b>	<b>Group</b>	<b>Class</b>	<b>Subclass</b>	<b>Description</b>
<b>86</b>				<b>Human health activities</b>
	861			<b>Hospital activities</b>
		8610		<p>Hospital activities</p> <p>This class includes:</p> <p>Short- or long-term hospital activities, i.e. medical, diagnostic and treatment activities of general hospitals (e.g. community and regional hospitals, hospitals of non-profit organizations, university hospitals, military-base and prison hospitals) and specialized hospitals (e.g. mental health and substance abuse hospitals, hospitals for infectious diseases, maternity hospitals, specialized sanatoriums).</p> <p>This class excludes:</p> <p>laboratory testing and inspection of all types of materials and products, except medical, see class 7120; veterinary activities, see class 7500; health activities for military personnel in the field, see class 8422; dental practice activities of a general or specialized nature, e.g. dentistry, endodontic and pediatric dentistry; oral pathology, orthodontic activities, see class 8620; private consultants' services to inpatients, see class 8620; medical laboratory testing, see class 8690 and ambulance transport activities, see class 8690</p>
	862			<b>Medical and dental practice activities</b>
		8620		<p>Medical and dental practice activities</p> <p>This class includes:</p> <p>Medical consultation and treatment in the field of general and specialized medicine by general practitioners and medical specialists and surgeons; dental practice activities of a general or specialized nature, e.g. dentistry, endodontic and pediatric</p>

Division	Group	Class	Subclass	Description
				dentistry; oral pathology; orthodontic activities; family planning centres providing medical treatment, such as sterilization and termination of pregnancy, without accommodation; dental activities in operating rooms and private consultants' services to inpatients.
				This class excludes: Production of artificial teeth, denture and prosthetic appliances by dental laboratories, see class 3250; inpatient hospital activities, see class 8610 and paramedical activities such as those of midwives, nurses and physiotherapists, see class 8690.
869				Other human health activities.
		8690		Other human health activities This class includes: Activities for human health not performed by hospitals or by medical doctors or dentists; Activities of dental paramedical personnel such as dental therapists, school dental nurses and dental hygienists, who may work remote from, but are periodically supervised by the dentist; Activities of medical laboratories such as X-ray laboratories and other diagnostic imaging centres, blood analysis laboratories; Activities of blood banks, sperm banks, transplant organ banks, etc.; Ambulance transport of patients by any mode of transport including airplanes. These services are often provided during a medical emergency.  This class excludes: production of artificial teeth, denture and prosthetic appliances by dental laboratories, see class 3250, transfer of patients, with neither equipment for life saving nor medical personnel, see divisions 49, 50, 51;



Division	Group	Class	Subclass	Description
				non-medical laboratory testing, see class 7120; testing activities in the field of food hygiene, see class 7120; hospital activities, see class 8610; medical and dental practice activities, see class 8620 and nursing care facilities, see class 8710.

### Central Product Classification (CPC)

Division	Group	class	subclass	Description
93				<b>Human Health and Social Care Services</b>
	<b>931</b>			<b>Human Health Services</b>
		9311		Inpatient services
			93111	Surgical services for inpatients
			93112	Gynecological and obstetrical services for inpatients
			93113	Psychiatric services for inpatients
			93119	Other services for inpatients
		9312		Medical and dental services
			93121	General medical services
			93122	Specialized medical services
			93123	Dental services
		9319		Other human health services
			93191	Childbirth and related services
			93192	Nursing services
			93193	Physiotherapeutic services
			93194	Ambulance services
			93195	Medical laboratory services
			93196	Diagnostic-imaging services
			93197	Blood, sperm and organ bank services
			93199	<a href="#">Other human health services n.e.c[1]</a> .

**Harmonized Commodity Description and Coding System (HS)**

30	<b>Pharmaceutical Product</b>
3001	Glands, etc, dried; extracts of glands, etc; heparin and its salts; etc.
30011000	Glands and other organs, dried
30012000	Extracts of glands or other organs or of their secretions
30019000	Substances of human or animal origin, for prophylactic uses, n.e.s. <sup>1</sup>
3002	Human blood; animal blood; antisera, etc; vaccines, toxins, etc.
30021000	Antisera and other blood fractions and modified immunological products
30022000	Vaccines for human medicine
30023000	Vaccines for veterinary medicine
30029000	Human and animal blood; microbial cultures; toxins, etc, n.e.s.
3003	Medicaments with $\geq 2$ constituents mixed together, not for retail sale
30031000	Medicaments of penicillins or streptomycins, not for retail sale
30032000	Medicaments of other antibiotics, not for retail sale
30033100	Medicaments of insulin, not for retail sale
30033900	Medicaments of other hormones, not for retail sale, n.e.s.
30034000	Medicaments of alkaloids or derivatives thereof, not for retail sale
30039000	Other medicaments with $\geq 2$ constituents, not for retail sale, n.e.s.
3004	Medicaments of mixed or unmixed products, for retail sale
30041000	Medicaments of penicillins or streptomycins, for retail sale
30042000	Medicaments of other antibiotics, for retail sale

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<sup>1</sup> Not elsewhere stated

30043100	Medicaments of insulin, for retail sale
30043200	Medicaments containing adrenal cortical hormones, for retail sale
30043900	Medicaments of other hormones, for retail sale, n.e.s.
30044000	Medicaments of alkaloids or derivatives thereof, for retail sale
30045000	Other medicaments of vitamins or other products under HS code 29.36 for retail sale
30049000	Other medicaments of mixed or unmixed products, for retail sale, n.e.s.
3005	Wadding, gauze, etc. with pharmaceutical substances or for retail sale
30051000	Adhesive dressings, for medical purposes
30059000	Wadding, gauze, etc. with pharmaceutical substances for retail sale, n.e.s.
30059010	White absorbent cotton wadding
30059090	Other
3006	Pharmaceutical goods specified in note 3 of the HS code document
30061000	Materials for surgical sutures; laminaria ; absorbable haemostatics
30062000	Blood-grouping reagents
30063000	Opacifying preparations for x-ray examinations; diagnostic reagents
30064000	Dental cements and other dental fillings; bone reconstruction cements
30065000	First-aid boxes and kits
30066000	Chemical contraceptive preparations based on hormones or spermicidal

## **Tanzania Standard Classification of Occupations (TASCO)**

### **Major Groups, Sub-Major Groups, Minor Groups and Unit Groups**

- **Managers**

- 13 Production and specialized services managers

- 134 Professional services managers

- 1342 Health services managers.

- **Professionals**

- 22 Health professionals

- 221 Medical doctors

- 2211 Generalist medical practitioners

- 2212 Specialist medical practitioners

- 222 Nursing and midwifery professionals

- 2221 Nursing professionals

- 2222 Midwifery professionals

- 223 Traditional and complementary medicine professionals

- 2230 Traditional and complementary medicine professionals

- 224 Paramedical practitioners

- 2240 Paramedical practitioners

- 226 Other health professionals

- 2261 Dentists

- 2262 Pharmacists

- 2263 Environmental and occupational health and hygiene professionals

- 2264 Physiotherapists

- 2265 Dieticians and nutritionists

- 2266 Audiologists and speech therapists

- 2267 Optometrists and ophthalmic opticians

- 2269 Health professionals not elsewhere classified.

- **Technicians and Associate Professionals**

- 32 Health associate professionals
  - 321 Medical and pharmaceutical technicians
    - 3211 Medical imaging and therapeutic equipment technicians
    - 3212 Medical and pathology laboratory technicians
    - 3213 Pharmaceutical technicians and assistants
    - 3214 Medical and dental prosthetic technicians
  - 322 Nursing and midwifery associate professionals
    - 3221 Nursing associate professionals
    - 3222 Midwifery associate professionals
  - 323 Traditional and complementary medicine associate professionals
    - 3230 Traditional and complementary medicine associate professionals
  - 325 Other health associate professionals
    - 3251 Dental assistants and therapists
    - 3252 Medical records and health information technicians
    - 3253 Community health workers
    - 3254 Dispensing opticians
    - 3255 Physiotherapy technicians and assistants
    - 3256 Medical assistants
    - 3257 Environmental and occupational health inspectors and associates
    - 3258 Ambulance workers
    - 3259 Health associate professionals not elsewhere classified.
- 33 Business and administration associate professionals
  - 334 Administrative and specialized secretaries
    - 3344 Medical secretaries.

## CHAPTER THREE

### Environmental Management

#### 3.0 Introduction

The word **Environment** commands a very broad meaning. It includes: air, land and water; plant and animal life including human life; the social, economic, recreational, cultural and aesthetic conditions and factors that influence the lives of human beings and their communities; buildings, structures, machines or other devices made by man; any solids, liquids, gases, odour, heat, sound, vibration or radiation resulting directly or indirectly from the activities of man; and any part or combination of the foregoing and the inter-relationships between two or more of them.

On the other hand, **environmental management** includes the protection, conservation and sustainable use of various elements or components of the environment. A healthy economy and a healthy environment are inter-dependent. Both are needed for human's survival and prosperity.

#### 3.1 Challenges Facing Environmental Statistics

The need for availability of quality and reliable environmental statistics is inevitable for planning and policy formulation in the country. However, there are many challenges facing environmental statistics including the following:

- (1) Mostly primary and secondary data on environment are obtained at grass root level (largely from Local Government Authorities (LGAs)). This is based on the legal requirement that LGAs should prepare state of environment reports of their jurisdiction (from township, district, municipal, up to city council level). The State of Environment Reports (or environmental profiles) from these LGAs eventually feed into the National State of Environment Report.

Some LGAs have low technical capacity to adequately address key environmental issues including data collection and analysis.

- (2) Inadequate funds allocated to environmental related research, studies and surveys where poverty alleviation gets more pre-eminence.

- (3) Lack of political will to address environmental issues when compared with the more traditional sectors like health, education and infrastructure development.
- (4) Since environmental issues are cross cutting (involving as it is, many sectors and interest groups), its scope is necessarily broad, and hence the logistics for getting relevant environmental statistics for social and economic planning from these sectors is complex.
- (5) Environmental policy objectives on population have narrow focus on controlling numbers or statistics since demographic factors and trends have a synergetic relationship with developmental and environmental issues.

### **3.2 Scope and Coverage**

Environment issues cut across all key sectors of social and economic developments and hence its statistics have a wide scope and coverage including (but not limited to) the following areas:-

- i. Quality of water, soil and air against stipulated air, soil and water quality standards;
- ii. Solid waste management:- solid waste generation versus amount collected and disposed of in an environmentally sound manner;
- iii. Liquid waste management:- Amount generated against the level of sewerage system or onsite disposal in a community;
- iv. Hazardous waste generation and level of sound disposal;
- v. Health care waste management and disposal;
- vi. Number and type of manufacturing industries or facilities against polluting industries;
- vii. Afforestation versus level of deforestation;
- viii. Level of land or soil degradation;
- ix. Climate change and level of its adaption; and
- x. Land use sustainability.

### **3.3 Main Uses of Environmental Statistics**

Environmental statistics are mainly used to describe the state and trends of the environment, covering natural environment (e.g. air, water, and soil), the biota within the media and human settlements. Other uses include the following:-

- i. To measure human activities and natural events that affect the environment, the impacts of these activities and events, and social responses to these environmental impacts;

- ii. To determine the quality and availability of natural assets;
- iii. Analyze environmental quality standards;
- iv. Assist in reaching informed decisions on planning and provision of environmental services based on actual demand; and
- v. Evidence based decision making in executing penalties on defaulters.

### **3.4 Frequency of Collecting Environmental Data**

State of environment reports which contain vital data of each locality (from township, town, district, municipal to city level) are required to be prepared and submitted to higher authorities on annual basis. All operating facilities and projects are also required to be monitored at least once annually.

Examples of operating facilities and projects include:-

1. Timber logging and processing;
2. Industrial fish processing and storage;
3. Production and distribution of electricity, gas, steam and geothermal energy;
4. Oil and gas fields exploration and development;
5. Construction, expansion or rehabilitation of new trunk roads;
6. Manufacture of vegetable and animal oils and fats;
7. Oil refinery and ginneries;
8. Manufacture of dairy products;
9. Brewing, distilling and malting;
10. Fish meal factories;
11. Slaughter – houses;
12. Soft drinks;
13. Tobacco processing;
14. Canned fruits;
15. Sugar factories;
16. Manufacture of pharmaceutical products;
17. Production of paints, vanishes, etc;
18. Soap and detergent plants;
19. Manufacture of fertilizers; and
20. Water treatment plants.



Routine inspections of projects and operating facilities are done on individual basis, while targeted inspections and investigations can be done any time where necessary. Example of targeted inspection is when it has been reported that, a textile mill, for example, is discharging untreated waste water into a receiving water body, or into the environment. Targeted inspection will be planned immediately after such incidence has been reported.

### **3.5 Sources and Methods of Compiling Environmental Statistics**

The sources and methods of compiling environmental statistics depend on environmental surveys and routine inspections of environmental elements and projects. Likewise, there are multiple methods of collecting and compiling environmental data.

#### **3.5.1 Sources**

Sources of collecting environmental data include:-

- i. State of Environment Reports
- ii. Quarterly Progress Reports
- iii. Bi-annual and Annual Progress Reports;
- iv. Proceedings of Scientific Meetings and Seminars;
- v. Technical Publications; and
- vi. Environmental Assessment Reports.

#### **3.5.2 Methods**

**Methods of compiling environmental statistics include:-**

- i. Targeted research; and
- ii. Baseline environmental surveys and investigations.

### **3.6 Dissemination and Archives of Environmental Statistics**

Implementation of the Environmental Policy and the enforcement of Environmental legislation depend largely on processed information. Data have to be analyzed and interpreted before they can be utilized or shared. Likewise, proper long term storage of the analyzed data is inevitable if future use is to be ensured.

### **3.6.1 Dissemination**

Various ways are used to document and disseminate environmental information to different stakeholders. They include sharing of information through seminars and training workshops; mass media (radio televisions and newspapers); publications; environmental guidelines; and through NEMC website ([www.nemc.or.tz](http://www.nemc.or.tz)) and Tanzania Environment Web Portal.

### **3.6.2 Data Archives**

Data archives for future use are of great significance for the coming generation, and it can be in form of electronic data or through paper based storage. Environmental management data are archived through NEMC website; and through the Tanzania Environment Web Portal housed at NEMC.

#### **3.6.2.1 NEMC Website**

NEMC maintains a web based data management system through its website: [www.nemc.or.tz](http://www.nemc.or.tz)

Key information that can be accessed through this website include:

- i. Environmental Impact Assessment (EIA) and Audit Reports;
- ii. Environmental permits;
- iii. Registered experts;
- iv. Administrative orders;
- v. Research and ecosystem;
- vi. Awareness raising;
- vii. Policy and Legislation; and
- viii. Guidelines and Manuals.

#### **3.6.2.2 Tanzania Environment Web Portal**

The Tanzania Environment Web Portal is a collection of data and information from different collaborators within Tanzania. The Environment Web Portal is accessed through <http://www.tanzaniaenvironment.go.tz>.

The web portal is aimed at providing basic data to enhance and catalyses effective planning and decision-making for conservation and protection of the environment as outlined in different policy documents like (but not limited to) Tanzania Vision 2025, MKUKUTA, the National Environment Policy (1997) and the Environmental Management Act Cap 191.

Tanzania Environment Web Portal is a gateway website which was developed in 2010 with the aim of becoming a one stop shop for Environment and Development Information for the United Republic of Tanzania.

### 3.7 Database Coding System

Under this sub section details on ISIC Rev.4, CPC and TASCO are explained

#### ISIC Rev. 4

Division	Group	Class	Subclass	Description
<b>37</b>			<b>Sewerage</b>	
	370		Sewerage	
		3700	Sewerage	This class includes: operation of sewer systems or sewer treatment facilities, collecting and transporting of human or industrial wastewater from one or several user, emptying and cleaning of cesspools and septic tanks, sinks and pits from sewage; servicing of chemical toilet, treatment of wastewater by means of physical, chemical and biological processes like dilution, screening, filtering, sedimentation, etc. maintenance and cleaning of sewers and drains, including sewer rodding.
<b>38</b>			Waste collection, treatment and disposal activities; materials recovery	
	381		Waste collection	
		3811	Collection of non-hazardous waste	
			This class includes:	
			Collection of non-hazardous solid waste (i.e. garbage) within a local area, such as collection of waste from households and businesses by means of refuse bins, wheeled bins, containers, etc. may include mixed recoverable materials;	
			Collection of recyclable materials, used cooking oils and fats, refuse in litter-bins in public places, construction and demolition waste and waste output	

Division	Group	Class	Subclass	Description
				of textile mills;
				Collection and removal of debris such as brush and rubble; and Operation of waste transfer stations for non-hazardous waste.
				This class excludes collection of hazardous waste, operation of landfills for the disposal of non-hazardous waste, operation of facilities where commingled recoverable materials such as paper, plastics, etc. are sorted into distinct categories.
		3812	Collection of hazardous waste	
				This class includes operation of waste transfer stations for hazardous waste.
				This class excludes remediation and clean-up of contaminated buildings, mine sites, soil, ground water, e.g. asbestos removal.
	382		Waste treatment and disposal	
		3821	Treatment and disposal of non-hazardous waste	
				This class includes operation of landfills for the disposal of non-hazardous waste and treatment of organic waste for disposal.
				This class excludes incineration and combustion of hazardous waste, operation of facilities where commingled recoverable materials such as paper, plastics, used beverage cans and metals, are sorted into distinct categories, decontamination, clean up of land, water; toxic material abatement.
		3822	Treatment and disposal of hazardous waste	

Division	Group	Class	Subclass	Description
				<p>This class includes:</p> <p>Operation of facilities for treatment of hazardous waste;</p> <p>Treatment and disposal of toxic live or dead animals and other contaminated waste, incineration of hazardous waste; and disposal of used goods such as refrigerators, to eliminate harmful waste, treatment, disposal and storage of radioactive nuclear waste including: treatment and disposal of transition radioactive waste, i.e. decaying within the period of transport, from hospitals and encapsulation, preparation and other treatment of nuclear waste for storage.</p> <p>This class excludes incineration of non-hazardous waste, decontamination, clean up of land, water; toxic material abatement, reprocessing of nuclear fuels.</p>
383		3830	<p>Materials recovery</p> <p>Materials recovery</p> <p>This class includes</p> <p>Processing of metal and non-metal waste and scrap and other articles into secondary raw materials;</p> <p>Separating and sorting recoverable materials from non-hazardous waste streams (i.e. garbage);</p> <p>Mechanical crushing of metal waste such as used cars, washing machines;</p> <p>Dismantling of automobiles, computers, televisions and other equipment for materials recovery;</p> <p>Mechanical reduction of large iron pieces such as railway wagons; and shredding of metal waste, end-of-life vehicles, etc. and other methods of mechanical treatment as cutting, pressing to reduce the volume.</p>	

Division	Group	Class	Subclass	Description
				<p>This class excludes, manufacture of new final products from (whether or not self-produced) secondary metal raw materials, such as spinning yarn from garnetted stock, making pulp from paper waste, retreading tyres or production of metal from metal scrap, see corresponding classes in section C (Manufacturing), re processing of nuclear fuels, re melting ferrous waste and scrap, treatment and disposal of non-hazardous waste, treatment of organic waste for disposal, energy recovery from non-hazardous waste incineration processes, disposal of used goods such as refrigerators to eliminate harmful waste, treatment and disposal of transition radioactive waste from hospitals, etc. treatment and disposal of toxic, contaminated waste, dismantling of automobiles, computers, televisions and other equipment to obtain and resell usable parts, wholesale of recoverable materials.</p>
39				Remediation activities and other waste management services.
	390			Remediation activities and other waste management services
		3900		Remediation activities and other waste management services
				<p>This class includes</p> <p>De contamination of soils and ground water at the place of pollution, either in situation, using eg. mechanical, and chemical or biological method situation, using e.g. mechanical, chemical or biological methods;</p> <p>De contamination of industrial plants or sites, including nuclear plants and sites;</p> <p>De contamination and cleaning up of surface water following accidental pollution;</p>

Division	Group	Class	Subclass	Description
				Cleaning up of oil spills and other pollutions on land, in surface water, in ocean, seas, including coastal areas;
				Clearing of landmines and the like (including detonation) and other specialized pollution-control activities.
				This class excludes treatment and disposal of non-hazardous waste, treatment and disposal of hazardous waste, outdoor sweeping and watering of streets, etc.



## Central Products Classification (CPC)

Division	Group	Class	Subclass	Description
<b>94</b>				<b>Sewage and waste collection, treatment and disposal and other environmental protection services.</b>
	941			<b>Sewerage, sewage treatment and septic tank cleaning services</b>
		9411	94110	Sewerage and sewage treatment services
		9412	94120	Septic tank emptying and cleaning services.
	942			<b>Waste collection services</b>
		9421		Collection services of hazardous waste
			94211	Collection services of hazardous medical and other bio hazardous waste.
			94212	Collection services of industrial hazardous waste (except medical and other bio hazardous waste)
			94219	Collection services of other hazardous waste
		9422		Collection services of non-hazardous recyclable materials
			94221	Collection services of non-hazardous recyclable materials, residential
			94229	Collection services of non-hazardous recyclable materials, other
		9423		General waste collection services
			94231	General waste collection services, residential
			94239	General waste collection services, other.
	943			<b>Waste treatment and disposal services</b>
		9431		Waste preparation, consolidation and storage services
			94311	Hazardous waste preparation, consolidation and storage services
			94312	Ship-breaking and other dismantling of wrecks services
			94313	Non-hazardous recyclable materials preparation, consolidation and storage services
			94319	Other non-hazardous waste preparation, consolidation and storage Services.
		9432		Hazardous waste treatment and disposal services.
			94321	Hazardous waste treatment services.
			94322	Hazardous waste disposal services.
		9433		Non-hazardous waste treatment and disposal services.
<b>Division</b>	<b>Group</b>	<b>Class</b>	<b>Subclass</b>	<b>Description</b>
			94331	Sanitary landfill services, non-hazardous waste.
			94332	Other landfill services, non-hazardous waste

		94333	Incineration of non-hazardous waste
		94339	Other non-hazardous waste treatment and disposal services.
944			<b>Remediation services</b>
	9441		Site re mediation and clean-up services
		94411	Site re mediation and clean-up services, air
		94412	Site re mediation and clean-up services, surface water
		94413	Site re mediation and clean-up services, soil and ground water.
	9442	94420	Containment, control and monitoring services and other site re mediation services n.e.c.
	9443	94430	Building re mediation services
	9449	94490	Other re mediation services n.e.c.
945			<b>Sanitation and Similar Services</b>
	9451	94510	Sweeping and snow removal services
	9459	94590	Other sanitation services
949			<b>Other Environmental Protection Services n.e.c.</b>
	9490	94900	Other environmental protection services n.e.c.

## **Tanzania Standard Classification of Occupations TASCO**

### **Major Groups, Sub-Major Groups, Minor Groups and Unit Groups**

#### 2 Professionals

##### 21 Science and engineering professionals

##### 213 Life science professionals

##### 2133 Environmental protection professionals

##### 214 Engineering professionals (excluding electro-technology)

##### 2143 Environmental engineers

## CHAPTER FOUR

### Community Development

#### 4.0 Introduction

The concept of Community development refers to those measures, which enable people to recognize their own ability to identify their problems and use the available resources to earn and increase their income and build better life for themselves. It provides self-confidence to tackle problems surrounding communities effectively.

In Tanzania Mainland, the responsibility to facilitate Community development services are coordinated and supervised by the Ministry of Community Development, Gender and Children (MCDGC). The major roles of the Ministry are as follows:-

- i. Develop, coordinate, monitor and evaluate implementation of the Ministry's Policies and programs;
- ii. Coordinate, prepare and issue guidelines and operating procedures for Community Development Institutes (CDTIs) and Folk Development Colleges (FDCs);
- iii. Collect, process and store gender related data and statistics for utilization and dissemination;
- iv. Registration, Coordination and Monitoring of NGOs; and
- v. Advocate, publicize, disseminate, broadcast and document ministry's policies, strategies, programs, plans, regulations and functions to create public awareness.

#### 4.1 Challenges Facing Community Development Statistics

Despite great efforts made by the Government to collect, manage and disseminate Community Development statistics, still there are major challenges facing this sector which hinder the general concern of improving the quality and increase quantity of data for different data users. These challenges include:

- 1) Lack of professionals with statistical skills in the Community Development Sector;
- 2) Insufficient funds to support data collection activities.
- 3) Absence of Integrated data collection systems;
- 4) Lack of infrastructure for supporting data collection.

## **4.2 Scope and Coverage**

The scope and coverage of Community Development statistics depends on the nature of information required. The information on Community Development starts from the village level up to the ministry level. All of the categories mentioned below follow this trend

a) Gender equality, equity and women empowerment

This category covers information for Men and Women who benefited from Tanzania Women Bank (TWB) and Tanzania Women Development Fund (TWDF), Proportion of Women in decision make positions, Men and Boys network responding on preventing Gender Based Violence (GBV), and Elimination of all forms of discrimination Against Women;

b) Capacities of self-employment skills and income generation

This category covers information for Folk Development College (FDC) statistics including; number of FDCs, number of FDC enrolments and graduates, FDC graduates provided with self-employment supports, FDC graduates who are employed and self-employed and number of participants enrolled in outreach training through FDCs;

c) Promotion and protected child rights and improved family welfare

This category covers information for children enrolled in Early Childhood Development (ECD) which are under FDCs, Violence Against Children (VAC), calls under Child help line and number of Junior council meetings convened;

d) Community Participation in development

This category covers information for NGOs registration, number of NGOs compliance with NGOs Act and Regulations, NGOs' budget devoted to Community Development activities, and Community Development Training Institutes (CDTIs) statistics which includes; number of CDTIs, number of Community Development Officers graduated from CDTIs, CDTIs enrollment and revenue collection in CDTIs.

## **4.3 Main Uses of Community Development Statistics**

The main use of Community Development statistics is to guide better decision making and monitoring the implementation of the policies and programmes through evidence based information.

Other uses of Community Development statistics are:

1. Tracking progress of interventions made by the community development sector and alert in case of shortfalls or deviations for early corrective actions to improve performance and learning;
2. Assessing achievement of Ministry's Goals and Objectives; and
3. Evaluation of service delivery.

#### **4.4 Frequency of Data Collection**

Under Community Development, the frequency of data collection varies depending on the method used in capturing information.

There are data which are collected through day to day activities such as administrative records on NGOs registrations, Customer (men and women) benefited from TWB loans and number of calls in Child help line under children department.

Annual data collection such as budget devoted to TWB and TWDF, enrollment and graduates of trainee in FDCs and CDTIs, number of children participated in ECD and number of influential people, (men and boy) network trained to respond on elimination of Gender Based Violence (GBV), Violence Against Children (VAC) and Female Genital Mutilation (FGM).

Likewise, there are data which are collected through surveys like trace study to obtain FDCs graduates who are self employed and Beijing+ 20 Country survey which are done after every five years and Convention on The Elimination of all forms of Discrimination Against Women (CEDAW) which is done after every four years.

#### **4.5 Sources and Methods of Compiling Community Development Statistics**

##### **4.5.1 Sources**

Community Development information are collected through NGOs, NBS, and other MDAs. Sources of Community Development data include the following;

- i. Annual Performance Report (APR);
- ii. MCDGC Ten years Implementation Reports;
- iii. CEDAW Reports;
- iv. Beijing+20 Country reports;
- v. National Strategy for Growth and Reduction of Poverty (NSGRP);
- vi. Field Visit Reports;

- vii. Police Crime Statistics Report;
- viii. Tanzania Demographic and Health Survey (TDHS);
- ix. Household Budget Survey (HBS);
- x. Integrated Labor Force Survey (ILFS);
- xi. Basic Education Statistics in Tanzania (BEST);
- xii. MCDGC Budget Speeches; and
- xiii. Population and Housing Census.

#### **4.5.2 Methods**

There are several methods of collecting Community Development data depending on nature of data and activity as listed below:

- a) Administrative records for day to day activities;
- b) Gathering secondary data from different MDAs and stakeholders;
- c) Trace study on FDC graduates; and
- d) CEDAW survey.

### **4.6 Data Dissemination and Archives**

#### **4.6.1 Dissemination**

The dissemination of Community Development statistics on timely basis is important for informing users the results of each activity under the Community Development from the Ministry level down to municipal level and to all stakeholders including UN agencies and CSOs. It is done through seminars to stakeholders, conducting TV and radio broadcasting, and publishing through magazines and MCDGC website.

#### **4.6.2 Archives**

Data archiving is the process of moving data that is no longer actively used to a separate data storage device for long-term retention. Community Development data archiving is through keeping hardcopy files in records center room and after five years it is shifted to Tanzania National Archive (TNA) for long term storage.

## 4.7 Database and Coding System

Under this sub section details on ISIC Rev.4 and CPC will be explained.

### ISIC Rev.4

#### SECTION P: EDUCATION

Division	Group	Class	Class I	Class I I	Description
85					Education
	851				Pre Primary and Primary Education
		8510			Pre Primary and Primary Education
			85101		Pre Primary Education
				851012	Early Childhood Care and Development.
	853				Higher education
		8530			Higher education
			85301		Community Development Education
				853011	Community Development Education at certificate level
				853012	Community Development Education at diploma level
				853013	Community Development Education at degree level
					Community Development professionals.
	854				Other Education
		8549			Other education n.e.c.
			85491		Folk Development Education
				854911	Folk Development Colleges



<b>Division</b>	<b>Group</b>	<b>Class</b>	<b>Class I</b>	<b>Class I I</b>	<b>Description</b>
				854912	Folk Development with residential Education
				854913	Folk Development with Outreach Education
				854914	Folk Development Education with Vocational Education Training
				854915	learning materials
				854916	Teaching materials
				854917	training tools
				854918	Training of trainers
				854919	project write-ups
				854920	Entrepreneurial skills
				854921	Community Development Staff
				854922	Community Development Staff.

## SECTION S: Other Service Activities

94	Activities of membership organizations
941	Activities of business, employers and professional membership organizations
9411	Activities of business and employers membership organizations
94111	Women Economic Empowerment
941111	Tanzania Women Bank
941112	Tanzania Women Bank branches
941113	Tanzania Women Bank Credit Centers
941114	Tanzania Women Bank Premises
941115	Women Development Fund
941116	Women Entrepreneurs
941117	Women Business Centers
941119	Parliamentary Gender Committee
941120	MDAs Gender Committees
941121	MDAs Gender Focal Points
941122	LGAs Gender Committees
941123	LGAs Gender Focal Points
941124	Women in decision making positions
941125	Women participation in politics
941126	International Women Day
941127	commemorations of International Women Day

	941128	Gender Protocol
	941129	Convention on the Elimination of All forms of Discrimination against Women (CEDAW)
94112		Community Development Programs
	941121	Self Help Projects
	941122	Appropriate Technologies
	941123	Community Development Sector Strategic Plan for Information and Statistics
	941124	Annual Community Development Sector Meeting
94113		Community Based Environmental Conservation Program
	941131	Hard and Soft wood tree growing project
	941132	Rain water Harvesting Project
	941133	Swampy and River Catchment Conservation Project.
949		Activities of other membership organizations
9499		Activities of other membership organizations not elsewhere classified (n.e.c.)
	94992	Child Protection and Participation Program
	949921	Junior councils
	94993	Policy Analysis and Advocacy Program
	94994	Young Child Survival and Development Program
	94995	Non Governmental Organization Coordination
	94996	Elimination of harmful practices
	949961	Elimination of female genital mutilation (FGM)

949962	Elimination of child labor
949963	Elimination of child trafficking
949964	Elimination of all forms of mistreating albinos
94997	Law of the Child Act 2009
949971	African child
949971	Awareness creation on child help line
949972	Reduction of all forms of violence against children

## Central Product Classification (CPC)

Division	Group	class	Subclass	Description
92				<b>Education Services</b>
	921			Pre-primary education services
		9210	92100	Pre-primary education services
	924			Post-secondary non-tertiary education services
		9241	92410	Post-secondary non-tertiary education services, general
	929			Other education and training services and educational support services
		9291		Other education and training services
	935			Other Social Services Without Accommodation
		9351	93510	Child day-care services
		9352	93520	Guidance and counseling services n.e.c. related to children
		9353	93530	Welfare services without accommodation

## **Tanzania Standard Classification of Occupations (TASCO)**

### **Major Groups, Sub-Major Groups, Minor Groups and Unit Groups**

- 32 Health associate professionals
  - 325 Other health associate professionals
    - 3253 Community health workers
- 36 Teaching associate professionals
  - 361 Primary school and early childhood teachers
    - 3612 Early childhood educators

## **CHAPTER FIVE**

### **Social Welfare**

#### **5.0 Introduction**

Social welfare generally denotes full range of organized programs and activities of the government and its agencies, private and voluntary agencies that seek to prevent, alleviate, or contribute to the solution of recognized social problems, or to improve the well-being of the needy or vulnerable individuals, groups and families.

Social welfare statistics includes: Statistics related to the provision of assistance, care and support to the most vulnerable children, prevention and rehabilitation of disabilities, provision of vocational rehabilitation to persons with different disabilities; community rehabilitation services and institutional care to the elderly in public and non-government homes, marital counseling, reconciliation and mediation to families with matrimonial problems; assistance to poor and destitute families which get direct support, children in conflict with the law, day care centers, (ECD Centers) families and President's bounty for triplets Assistance.

#### **5.1 Challenges Facing Social Welfare Statistics**

Though the government has put in place various systems and mechanisms to collect data for the vulnerable groups such as surveys, regular reports, data collection tools, etc. still there are various challenges that face data collection in the social welfare sector. These challenges include:-

- Different definitions of vulnerability for example elderly, person with disabilities, poor families and most vulnerable children;
- Inadequate staff with relevant skills for collecting the required data from the sources;
- Data collected is of low quality or sometimes is incomplete;
- Lack of feedback to lower levels;
- Lack of uniformity in the data collection tools between the health sector (HMIS) and Social Welfare Information Management System for Most Vulnerable Children (IMS-MVC);
- Insufficient funding to the exercise;
- A lot of raw data is not processed nor analyzed;
- Delays in data submission from various sources;

- Lack of integrated data collection and reporting system for social welfare sector statistics; and
- Lack of awareness of use of data by respondents;

## **5.2 Scope and Coverage**

The scope and coverage of social welfare data involves collection from LGAs, Social Welfare offices and from various institutions such as, elderly homes, remand homes, Vocational Rehabilitation Training Colleges, Children Homes including street children centers, and number of day care centers; Disabled Persons Organizations; rehabilitation centers, services to persons with social problems including families with matrimonial problems; President's bounty for triplets; and staff training and capacity building.

## **5.3 Main Uses of Social Welfare Statistics**

Social welfare statistics are important in promotion, protection and care of the vulnerable individuals, groups, families and the general public. The following are the main uses of social welfare statistics;-

1. Inform decisions on how much resources are needed for improvement of services;
2. Monitor the trend of poor and destitute families, persons with disabilities, Most Vulnerable Children by age and gender, education and employment for those above 18; and the elderly population in the country;
3. Monitor and evaluate services delivery;
4. Enhance interventions to the vulnerable groups;
5. For evidence to review Policies; Laws and Programs; and
6. Evidence for clients in Juvenile Courts.

## **5.4 Frequency of Data Collection**

The frequency of collecting social welfare data depends on the necessity and urgency of the particular data. There are data that are urgently needed for evidence others are collected by statutes or according to the agreement with partners. Therefore, social welfare data are collected in the following manner; some on daily basis e.g ,cases of abuse, matrimonial and adoption cases from sections and units where cases have been reported; others on monthly basis like reports from children; persons with disabilities; elderly centers; Districts Councils; Department of Social



Welfare (DSW) offices for MVC and from Juvenile Courts. Reports from Disabled Persons Organizations are aggregated quarterly, bi-annually and annually at the headquarters.

## 5.5 Sources and Methods of Compiling Social Welfare Statistics

### 5.5.1 Sources:

Social Welfare data are collected by the Government through NBS, and to a lesser extent, charities, informal social groups, religious groups, and government organizations at various levels for various uses. Other sources for social welfare statistics are:-

- a) Data Information Management System for MVC (DIMS-MVC);
- b) Data Collection forms for Day care centers. *Monthly Reports for Day care Centers*;
- c) Data Collection forms for Remand Homes- (*Remand Homes Monthly Reports*);
- d) Data Collection Forms for Children's Homes (Both Public and Private)- *Monthly Children's Homes Reports*);
- e) *Street children center ( Street children forms)*;
- f) Disability Register;
- g) Monthly activities implementation reports from Districts and Regions;
- h) Disability Surveys e.g. National Disability Survey 2008;
- i) Baseline Surveys e.g. Persons with Disabilities Baseline Survey 2002;

### 5.5.2 Methods:

Social welfare statistics are from social welfare institutions, MDAs, NGOS, DPOs and other service providers collected through different ways depending on the use of the specific data.

The following are methods that are used in collecting social welfare data:-

- a) Administrative records for day to day activities like subjects, projects and staff personal files;
- b) Questionnaires to service providers and clients;
- c) Researches;
- d) Focus Group Discussion;
- e) Population and Housing Census;
- f) Sample Surveys;
- g) Tracer Studies of Graduates from Vocational Rehabilitation Colleges.

## **5.6 Data Dissemination and Archives**

### **5.6.1 Dissemination**

Social welfare statistics are disseminated to various users such as Development Partners, decision and policy makers through reports, publications and brochures, commemorations of national and international events; workshops and meetings.

### **5.6.2 Archives**

Archiving social welfare data are still based on manual storage e.g .storage of Social Welfare Reports and files.

## **5.7 Database and Coding System**

Under this sub section details on ISIC Rev.4, CPC and TASCO are explained.

## ISIC Rev. 4

### SECTION Q: Human Health and Social Work Activities

Division	Group	Class	Sub-Class	Description
87				Residential Care Activities
	873	8730		Residential Care for Persons with Disabilities and Elderly
	879	8790		Other Residential Care Activities
			87901	<i>National Children's Home</i>
			87902	<i>Remand Homes</i>
			87903	<i>Older Persons and People with Disabilities Settlements</i>
			87904	<i>Approved School.</i>
88				Social work activities without accommodation
	881	8810		Social Welfare activities for the elderly and Persons with Disabilities
			88101	Provision of Assistive Devices to Persons with Disabilities
			88102	Provision of Psychosocial Care and Protection Services for the elderly and Persons with Disabilities
			88103	Provision of emergency support
			88104	Vocational Rehabilitation Training
			88105	Community Rehabilitation Services
			88106	Resettlements Services to older people
			88107	Resettlement Services to the young children from residential homes
			88108	Habilitation services for People with Disabilities
			88109	Income Generations Activities
				Funding and administrative support to social protection services.
		8890		Other Social Welfare Activities without accommodation

Division	Group	Class	Sub-Class	Description
			88901	Counseling services including marital counseling, reconciliation and mediation
				Response to the Gender Based and Violence against children
				Rehabilitation services to the Victims of Human Trafficking
			88902	Development of guidelines
			88903	Development of Training Manual
			88904	Training Service Providers
			88905	Training In service staff
			88906	Re-unification of MVC children with their families
			88907	Supervisions monitoring and evaluation of services
			88908	Crisis intervention and management to victims of disasters
			88909	Destitute emergence aid to poor families
				Social Protection (enhance accessibility to social services and health insurances to MVC and other vulnerable individuals and families)
			88910	
			88911	Court activities for the juvenile
			88912	Referral services to other service providers
			88913	Support services to refugees
			88914	Identification of vulnerable groups in the communities
			88915	Resettlements activities for youths ( former MVC).

## Central Product Classification (CPC)

Division	Group	Class	Sub- Class	Description
93				Human Health and Social Care Services
	933			Other social services with accommodation
		9330		Other social services with accommodation
			93301	Residential care services for children suffering from mental retardation, mental health illnesses or substance abuse
			93302	Other social services with accommodation for children
			93303	Residential care services for adults suffering from mental retardation, mental health illnesses or substance abuse
			93304	Other social services with accommodation for adults.
	934			Social Services without Accommodation for the Elderly and Disabled
		9341		Vocational rehabilitation services
			93411	Vocational rehabilitation services for persons with disabilities
			93412	Vocational rehabilitation services for unemployed persons
		9349		Other social services without accommodation for the elderly and disabled
			93491	Other social services without accommodation for the elderly
			93492	Other social services without accommodation for disabled children
			93493	Other social services without accommodation for disabled adults
	935			Other Social Services without Accommodation
		9351	93510	Child day-care services
		9352	93520	Guidance and counselling services related to children n.e.c.
		9353	93530	Welfare services without accommodation
		9359	93590	Other social services without accommodation, n.e.c.

## **TASCO**

### **Major Groups, Sub-Major Groups, Minor Groups and Unit Groups**

#### **1 . Managers**

13 Production and specialized services managers

134 Professional services managers

1341 Child care services managers

1343 Aged care services managers

1344 Social welfare managers.

#### **2. Professionals**

26 Legal, social and cultural professionals

263 Social and religious professionals

2634 Psychologists

2635 Social work and counseling professionals

2636 Religious professionals

2639 Social and religious professionals not elsewhere classified.

#### **3. Technician and Associate Professionals**

34 Legal, social, cultural and related associate professionals

341 Legal, social and religious associate professionals

3412 Social work associate professionals

3413 Religious associate professionals.

## **CHAPTER SIX**

### **Civil Registration and Vital Statistics**

#### **6.0 Introduction**

According to United Nations, Civil Registration (CR) is defined as the continuous, permanent and compulsory recording of the occurrence and characteristics of vital events as provided through decree of regulation in accordance with the legal requirement of each country. It is carried out primarily for the value of the legal documents as provided by law. Vital Statistics (VS) resulting from civil registration are essential information, which each country is required to have especially for policies and development planning.

#### **6.1 Challenges Facing Civil Registration and Vital Statistics**

The civil registration system in Tanzania is not efficient, it faces many challenges, which limit it from producing valid and reliable data, which can be used in development planning and formulation of policies in the country. Below are some of challenges facing civil registration system in the country:-

- i. Lack of properly articulated national standards, operational manual and guidelines in order to provide procedures and directives;
- ii. Shortage of human resources and working facilities;
- iii. Delay of funds to implement stated targets This leads to failure in achieving most of the targets;
- iv. Inaccessibility of Civil Registration services at the community level, especially for birth and death registrations;
- v. Poor monitoring and evaluation of standards and procedures like measurement of coverage and completeness of registration;
- vi. There is little knowledge to the public on the importance of civil registration; and
- vii. Family and religious misunderstandings which hinders availability of data timely and sometimes provision of incorrect information.

## **6.2 Scope and Coverage**

The process of civil registration collects a wide range of information some of which are provided only by the Registration Insolvency and Trusteeship Agency (RITA) and some are provided in collaboration with other partners. They produce data on births, death, marriages, and divorces. These data are obtained from every district and at RITA headquarters.

## **6.3 Main Uses of Civil Registration Information**

Civil Registration is an important and reliable source of vital statistics if the civil registration system is permanent, continuous, universal, and compulsory. The system should provide essential information in making demographic analysis of population for social, political and economic planning. The following are uses of the civil registration and vital statistics:-

- a) Accurate data of births and deaths are useful in economic planning like tax collection and Government spending forecasts;
- b) Vital statistics are useful in improving public health by providing health indicators like fertility and mortality rates;
- c) Deaths and births data, which are produced on continuous basis, helps to assess population dynamics, human aspects of socio-economic development and risk of dying by age, sex, location, etc;
- d) They are useful in upholding human rights, for instance birth records provides legal proof of identity, age and nationality; and
- e) Civil registration system helps to strengthen governance and public administration.

## **6.4 Frequency of Producing Civil Registration and Vital Statistics**

Civil registration reports are produced in quarterly, semiannual and annual basis at RITA Headquarters. The submission of CRVS documents from district to RITA Headquarters is on monthly basis. These reports contain information on births, deaths, marriage and divorce events.

## **6.5 Sources and Methods of Compiling Civil Registration Information**

There are several sources and methods used for compiling Civil Registration and Vital Statistics in Tanzania Mainland. They are very significant in collection of vital information and provide an opportunity for stakeholders to give insights, which help them to decide and recommend relevant matters concerning the country.



### **6.5.1 Sources**

There are different sources which provide vital information, which are the results of efforts done by either RITA or other partners like National Bureau of Statistics (NBS). The following are main sources of civil registration information:-

- Births, Marriage, Divorce, and death registers (at Districts, RITA headquarters, churches and mosque);
- Campaigns conducted at districts in a specific times;
- Programmes like registration of pupils 6-18 years conducted at all primary schools within Ilala municipal and under 5-birth registration;

Due to the challenges facing the civil registration system in Tanzania Mainland, the current and only reliable sources of vital statistics in the country are;

- Population and Housing census; and
- Sample surveys such as Tanzania Demographic and Health Surveys (TDHS) and Tanzania HIV/AIDS and Malaria Indicator Survey (THMIS).

### **6.5.2 Methods**

Accurate, valid and reliable vital information is very crucial, hence requires well-defined methods, which can provide useful data to bring impacts in the country. The following are main methods, which are used in order to obtain vital information:-

- a) Questionnaires which are supplied to every district;
- b) Censuses;
- c) Sample Surveys; and
- d) Administrative records/ Routine data system.

## **6.6 Data Dissemination and Archive**

Distribution and storing of vital statistical information after compiling is very essential to all stakeholders both internal and external for policy and planning processes.

### 6.6.1 Data Dissemination

Since the civil registration system is facing some challenges and ineffectiveness the vital statistics published are originating from civil registration records available at RITA. The National Bureau of Statistics (NBS) currently disseminates these statistics, using data obtained from Tanzania Demographic and Health Surveys (TDHS) and Tanzania HIV/AIDS and Malaria Indicator Survey (THMIS). However, there are ongoing efforts to revamp the civil registration system so that it can provide reliable and accurate Vital Statistics which can be disseminated.

### 6.6.2 Data Archive

Civil registration information and reports are stored in the database at RITA headquarters and through RITA website ([www.rita.go.tz](http://www.rita.go.tz)).

## 6.7 Database Coding System

Under this sub section details on ISIC Rev.4, CPC and TASCO are explained.

### ISIC Rev. 4

Division	Group	Class	Subclass	Description
69				Legal and Accounting Activities
	691			Legal activities
		6910		Legal activities. This class includes: legal representation of one party's interest against another party, whether or not before courts or other judicial bodies by, or under supervision of, persons who are members of the bar, general counseling and advising, preparation of legal documents, other activities of notaries public, civil law notaries, bailiffs, arbitrators, examiners and referees.

## Central Product Classification (CPC)

Division	Group	Class	Subclass	Description
82				Legal and Accounting Services
	821			Legal Services
		8211	82110	Legal advisory and representation services concerning criminal law
		8212	82120	Legal advisory and representation services concerning other fields of law
		8213	82130	Legal documentation and certification services
		8219		Other legal services
			82191	Arbitration and conciliation services
			82199	Other legal services not elsewhere classified.

## TASCO

### Major Groups, Sub-Major Groups, Minor Groups and Unit Groups

#### 2 Professionals

#### 26 Legal, social and cultural professionals

#### 261 Legal professionals

#### 2611 Lawyers

#### 2612 Judges

#### 2613 Other legal professionals

#### 2619 Legal professionals not elsewhere classified

#### 34 Legal, social, cultural and related associate professionals

#### 341 Legal, social and religious associate professionals

#### 3411 Legal and related associate professionals

#### 3412 Social work associate professionals

#### 3413 Religious associate professionals.

## CHAPTER SEVEN

### Concepts and Definitions

#### 7.1 Health

##### Surveillance

Surveillance is the monitoring of the behavior, activities, or other changing information, usually of people for the purpose of influencing, managing, directing, or protecting them.

##### Curative Care

Curative care refers to treatment and therapies provided to a patient with an intent to improve symptoms and cure the patient's medical problem. Antibiotics, chemotherapy, a cast for a broken limb -- these are examples of curative care.

##### Preventive Services

Routine health care that includes check-ups, patient counseling and screenings to prevent illness, disease and other health-related problems.

##### Morbidity

It is the relative frequency of occurrence of disease, illness, injuries and disabilities in a population.

- Disease is a disorder with a specific cause and recognizable signs and symptoms; any bodily abnormality or failure to function properly, except that resulting directly from physical injury.
- Illness refers to poor health resulting from disease of body or mind.
- Injury is a disease or impairment of a person's body or mind.

##### Mortality

Mortality refers to deaths that occur within a population. The probability of dying during a given time period is linked to many factors, such as age, sex, race, occupation and social class. The incidence of death can reveal much about a population's standard of living and health care. It is measured using the following indicators:

**Crude Death Rate (CDR) or Death Rate**

It is the number of deaths in a calendar year per 1,000 midyear Population in a given year.

$$CDR = \frac{\text{Number of deaths in a calendar year}}{\text{Mid - year population (Projected population)}} \times 1,000$$

**Age-Specific Death Rate (ASDR)**

It is the number of deaths among the population in a specific age group per 1,000 population of that specific age group in a given year. For example:

$$ASDR_{(20-24)} = \frac{\text{Number of deaths among the population 20 - 24 years}}{\text{Mid - year population of (20 - 24) years}} \times 1,000$$

**Cause-Specific Death Rate (CSDR)**

It is the number of deaths due to a specific cause during a given year per 100,000 population. For example:

$$CSDR_{(Cancer)} = \frac{\text{Number of deaths from cancer in a year}}{\text{Mid - year population}} \times 100,000$$

*The cause-specific death rates are usually expressed in deaths per 100,000 because for most causes of deaths, rates of occurrence are very low.*

**Neonatal Mortality Rate (NMR)**

It is the number of deaths to infants under 28 days of age in a given year per 1,000 live births in that year.

$$NMR = \frac{\text{Deaths to infants under 28 days in a given year}}{\text{Total number of live births in that year}} \times 1,000$$

### Infant Mortality Rate (IMR)

It is the number of deaths of infants under the age of 1 year per 1,000 live births in a given year.

$$IMR = \frac{\text{Number of deaths of infants under 1 year}}{\text{Total number of live births in that year}} \times 1,000$$

### Post Neonatal Mortality Rate (PNMR)

It is the number of infant deaths aged between exactly 4 weeks (28 days) and under 1 year of age per 1,000 live births in a given year.

$$PNMR = \frac{\text{Infant deaths aged between exactly 4 weeks and under 1 year}}{\text{live births (Total births in that year)}} \times 1,000$$

### Child Mortality Rate (CMR)

It is the number of deaths of children aged 1 year and above but below 5 years of age per 1,000 live births in a given year.

$$CMR = \frac{\text{Number of deaths aged 1 year but below 5 years}}{\text{Total number of live births in that year}} \times 1,000$$

### Under 5 Mortality Rate (U5MR)

It is the number of deaths of children below 5 years of age per 1,000 live births in a given year.

$$U5MR = \frac{\text{Number of deaths between age 0 and 5 in a year}}{\text{Total number of live births in that year}} \times 1,000$$

**Maternal Mortality Rate (MMR)**

This is the number of women who die from any cause related to or aggravated by pregnancy or its management during pregnancy and childbirth or within 42 days of termination of pregnancy irrespective of the duration and site of the pregnancy, per 100,000 live births.

$$MMR = \frac{\text{Number of maternal deaths in a given year}}{\text{Total number of live births in that year}} \times 100,000$$

**Life Expectancy**

It is an estimate of the average number of additional years a person could expect to live if the age-specific death rates for a given year prevails for the rest of his or her life.

**Life Expectancy at Birth**

It is an estimate of the average number of years a new born baby would live subject to the mortality risks prevailing for the cross –section of the population at the time of its birth.

**7.2 Environmental Management**

**Environment** is a complex set of physical, geographic, biological, social, cultural and political conditions that interact with individual or organisms and that ultimately determine its form and nature of its survival.

**Environment Statistics** refers to statistics that describe the state and trend of the environmental resources and/or components (air, weather, climate, biodiversity, water, scenery, land and/or soils).

**Environment Statistics** are integrative in nature, measuring human activities and natural events that affect the environment, the impacts of these activities and events, social responses to environmental impacts and the quality and availability of natural assets.

**Afforestation**

This is deliberate establishment of forests by planting or seedling in an area of non-forest land.

**Reforestation**

Refers to re-establishment of forests.

**Deforestation**

Clearing of tree formations and their replacement by non-forest land uses.

**Desertification**

Land degradation in arid, semi -arid and dry sub-humid areas resulting from various factors, including climatic variations (drought) and human activities (over exploitation of dry lands).

**Air Pollution**

The presence of contaminants in the air that do not disperse properly and have harmful environmental effects.

**Catchments Area**

Area from which various sources of water drains into river systems, lakes and seas/ocean.

**Climate Change**

Terms used in reference to global warming due to greenhouse gas emissions from human activities (IPCC, 2007).

**Disposal of Waste**

Waste elimination techniques comprising of landfills, containment, underground disposal, dumping at sea and all other disposal methods.

**Emission**

Discharge of pollutants into the atmosphere from stationary sources such as smokestacks, other vents, surface areas of commercial or industrial facilities and mobile sources for example, motor vehicles, locomotives and aircrafts.



**Emission Factor (Coefficient)**

It is a ratio of the amount of pollutant generated to the amount of a given raw material processed. It may also refer to the ratio of the emission generated to the output of a production process.

**Emission Standard**

It is the maximum amount of a polluting discharge legally allowed from a single source whether mobile or stationary.

**Environmental Costs**

Costs connected with the actual or potential deterioration of natural assets due to economic activities.

**Environmental Degradation**

Deterioration in environmental quality from ambient concentration of pollutants and other activities and processes such as improper land use and natural disasters.

**Environmental Expenditures**

Capital and current expenditures related to characteristic activities and facilities specified in classifications of environmental protection activities.

**Environmental Indicators**

Parameter or a volume derived from parameters that points to provide information about and/or describes the state of the environment and has a significance extending beyond that directly associated with any given parametric value. The term may encompass responses (OECD, 1994).

**Environmental Quality**

State of environmental conditions in environmental media, expressed in terms of indicators or indices related to environmental quality standards.

**Erosion**

Wearing away and transport of the soil by wind or running water, glaciers or waves. Erosion occurs naturally but is often intensified by human land-clearing activities related to farming, residential or industrial development.

### **Exhaust Gases**

Gases produced by the burning of petrol (gasoline) in combustion engines. Exhaust gases are harmful to human beings, plants and animals.

### **Fuel Wood**

All wood in the rough used for fuel purposes. It is common noncommercial biological fuel.

### **Household Waste**

Waste material usually generated in the residential environment. Waste with similar characteristics may be generated in other economic activities and can thus be treated and disposed of together with household waste.

### **Indoor Air Pollution**

Chemical biological and physical contamination of indoor air. It may result in adverse health effects. In developing countries, the main source of indoor air pollution is biomass smoke which contain suspended particulate matter (SPM), nitrogen dioxide (NO<sub>2</sub>), sulphur dioxide (SO<sub>2</sub>), carbon monoxide (CO), formaldehyde and polycyclic aromatic hydrocarbons (PAHs). In industrialized countries in addition to NO<sub>2</sub>, CO and formaldehyde, radon, asbestos, mercury, human – made mineral fibres, volatile organic compounds, tobacco smoke, bacteria and viruses are the main contributors to indoor air pollution.

### **Industrial Waste**

Liquid, solid and gaseous wastes originating from the manufacture of specific products.

### **Land Degradation**

Reduction or loss of biological or economic productivity and complexity of rain-fed cropland, irrigated cropland, or range, pasture, forest or woodlands resulting from nature processes, land use or other human activities and habitation patterns such as land contamination, soil erosion and destruction of the vegetation cover.

**Land Use**

Information on land cover and the types of human activity involved in land use.

**Marine Pollution**

Direct or indirect introduction by humans of substances or energy into the marine environment resulting in harm to living resources, hazards to human health, hindrances to marine activities including fishing, impairment of the quality of sea water and reduction of amenities.

**Overgrazing**

Grazing by livestock or wildlife to the point where the grass cover is depleted, leaving bare, unprotected patches of soil.

**Ozone**

Pungent, colourless, toxic gas that contains three atoms of oxygen in each molecule.

**Ozone Depletion**

Destruction of ozone in the stratosphere, where it shields the earth from harmful ultraviolet radiation.

**pH Value**

Measure of the acidity or alkalinity of a liquid. A pH value in the range 0 to 6 indicates acidity, a pH value in the range of 8 to 14 indicates alkalinity, and pH value of 7 signifies neutrality.

**Sewage**

Organic waste and wastewater produced by residential and commercial establishments.

**Vegetation Cover**

All trees, shrubs, herbs, deciduous plants and so forth that cover an area or region.

**Water Pollution**

Presence in water of harmful and objectionable material – obtained from sewers, industrial wastes and rain water run – off – in sufficient concentrations to make it unfit for use.

## **Biodiversity**

This is the concept used in analyzing and defining the state of the planet earth and [its](#) conservation. It is coined from two words, i. e. Bio (life) + Diversity (varieties and/or variations) to explain varieties of life forms on earth. Biodiversity therefore, is the variability among living organisms from all sources including terrestrial, marine and other aquatic ecosystems, and the ecological complexes of which they are part. This includes diversity within species, between species, and of ecosystems. Biodiversity is defined and analysed at three levels which are: species, genetics and ecosystems.

## **Ecology**

Ecology is the study of interactions of organisms with one another and with their physical and chemical environment. The term ecology was derived from a Greek word: oikos (home/house) and oiya (study of).

An understanding of ecology is very important for the survival of human being, i. e. the human species. Although it includes the study of environmental problems such as pollution, the science of ecology mainly involves research on the natural world from many viewpoints, using many techniques. Modern ecology relies heavily on experiments, both in laboratory and in field settings. These techniques have proved useful in testing ecological theories, and in arriving at practical decisions concerning the management of natural resources. Social, economic and political factors often influence the short-term distribution of resources needed by a specific human population. An understanding of ecological principles can help us understand the global and regional consequences of competition among humans for the scarce natural resources that support us.

Ecology is therefore, a science that contributes considerably to our understanding of evolution, including our own evolution as a species. All evolutionary change takes place in response to ecological interactions that operate on the population, community, ecosystem, biome and biosphere levels. Studies conducted within the scientific discipline of ecology may therefore focus on one or more different levels: on populations of a single species, on an interacting community involving populations of many species, on the movement of matter and energy through a community within an ecosystem, on large scale processes within a biome, or on global patterns within the biosphere.

## **Ecosystem**

An ecosystem: is a community of plants, animals (including human beings) and smaller organisms that live, feed, reproduce and interact in the same area or environment.

An ecosystem is a biological environment consisting of all the organisms living in a particular area, as well as all the nonliving, physical components of the environment within which the organisms interact, such as air, soil, water and sunlight. It is all the organisms in a given area, along with the nonliving (abiotic) factors with which they interact. It is therefore a biological community (biotic factors) and its physical environment.

The whole earth's surface can be described by a series of interconnected ecosystems. All living beings form and are part of ecosystems. They are diverse and always changing. Within an ecosystem, all aspects of the environment (both living things and their non-living settings) interact and affect one another. Every species affects the lives of those around them.

## **Ecosystem Services**

**Ecosystem services** can be defined as livelihood ingredients that people obtain from the environment. Ecosystem services are the transformation of natural assets (land, soil, plants and animals, minerals, scenery, air and water) into things of value. These services can be viewed as provisions such as food, water, medicine, construction/building materials, tourism and recreation; and wild genes of domestic plants and animals; regulating, for example, flood and disease control; cultural such as spiritual, recreational, and cultural benefits; or supporting like nutrient cycling that maintain the conditions for life on Earth.

The ecosystems of planet Earth are coupled to human environments. Ecosystems regulate the global geophysical cycles of energy, climate, soil nutrients, and water that in turn support and grow natural capital (including the environmental, physiological, cognitive, cultural, and spiritual dimensions of life). Ultimately, every manufactured product in human environments comes from natural systems. Ecosystems are considered common-pool resources because ecosystems do not exclude beneficiaries and they can be depleted or degraded.

## **Biosphere**

Biosphere is the total sum of ecosystems on the planet. It is used to depict ecological relations that regulate the influx of energy, nutrients and climate all the way up to the planetary scale.

Biosphere involves among others the following components:

Species, Endangered species, Endemic species, Wetlands, Genetic Resources, Natural Resources, Land, Terrestrial ecosystem, Aquatic ecosystems, Coastal areas, Coastlines, Global Warming, Landscape, Climate, Pollution (Air, Water and Soil) and Waste.

### **7.3Community Development**

#### **Community Development**

Community development is a structured intervention that gives communities greater control over the conditions that affect their lives. This does not solve all the problems faced by a local community, but it does build up confidence to tackle such problems as effectively as any local action can.

#### **Folk Education**

Folk Education are skills provided to adult especially in rural area for capacity building to rural area community to obtain skills for self employment, income generation and ability to tackle immediately problems found in their environment.

#### **Gender**

Is the participation between men and women, their roles, access to and control over resources, division of labour, interests and needs.

#### **Gender Based Violence (GBV)**

Are all forms of physical, sexual and psychological violence directed against a woman simply because she is a woman or violence that affects women disproportionately.

#### **Violence Against Children (VAC)**

Are all forms physical, sexual and psychological violence directed against children.

#### **Influential People**

People whose actions and opinions strongly convince the course of events.

## **Female Genital Mutilation (FGM)**

Female genital mutilation (FGM) comprises all procedures that involve partial or total removal of the external female genitalia, or other injury to the female genital organs for non-medical reasons.

## **7.4 Social Welfare**

### **Adoption**

Adoption is a process whereby a person assumes the [parenting](#) of another, usually a child, from that person's biological or legal parent or parents, and, in so doing, permanently transfers all [rights](#) and responsibilities, along with affiliation, from the biological parent or parents.

### **Disability:**

According to United Nations Convention on the Rights of Persons with Disabilities, Persons with Disabilities include; those who have long term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in the society on an equal basis.

### **Most Vulnerable Children**

These are children under the age of 18 years falling under extreme conditions characterized by severe deprivation as to endanger their health; well being and long term development like those who live in a house with chronically ill parent; maternal orphan, paternal orphan; stigmatized; marginalized or discriminated; child without both parents; abandoned child; child forced to work; child in harassment situation; children living institutional care; children born in prison, children with disabilities; early childhood bearing; street children and those living in child headed households.

### **Matrimonial Problems**

Problems related to marriages.

### **Gerontology**

Is the Study of Social problems for the older Persons/People

## **Disability**

Is an individual limitation or loss of opportunities to take part in the normal life of the community on equal level with others due to physical, mental, sensory or social factors.

## **People with Disabilities**

Can be defined as persons with physical, intellectual, sensory or mental impairment and whose functional capacity is limited by encountering attitudinal, environmental and institutional barriers.

## **Rehabilitation**

Means combined efforts in the domain of health, education, vocational training, psychology, public awareness and work including community based rehabilitation intended to raise functional level of a person with disability so as to enable him, take part in the normal life of the community.

## **Settlements**

A public building established for the purpose of providing welfare requirements of the needy persons with disabilities.

## **Social Protection**

Means family or community support structures and interventions by state or non state actors that support individuals, households and communities to prevent, manage and overcome the risks threatening their security and well-being.

## **Social Support**

Means a support or assistance given to a person with disability in order to help that person to cope with his situation in a given environment.

## **Psychosocial Support**

Is an approach to victims of disaster, catastrophe or violence to foster resilience of communities and individuals. It aims at easing resumption of normal life; facilitate affected people participation to their convalescence and preventing pathological consequences or potentially traumatic situations.



## **Older Persons**

According to the National Ageing Policy of 2003 a older person is a person with 60 years and above.

## **Technical Devices**

Assistive Devices are those assistance be a person or equipment that supports a person with disability to work in same pace as a non disabled person e.g. Sign Language interpreter; Wheel Chairs, Visual Aids (Glasses, Braille and White Cane).

## **7.5 Civil Registration and Vital Statistics**

### **Civil Registration**

Is defined as a continuous, permanent and compulsory recording of the occurrence and characteristics of vital events as provided through decree of regulation in accordance with the legal requirement of each country.

### **Insolvency**

Is the condition of having more debt (liabilities) than total assets, which might be available to pay them in other words it can be defined as the inability to pay for debts upon the date when they become due in ordinary course of business; the condition of an individual whose assets and property are inadequate to pay individual's debt.

### **Vital Statistics**

Vital statistics are information systematically collected and compiled in numerical form, relating to or derived from vital events, that is deaths, births, marriage and divorces.

### **Trustee**

Is a legal term, which refers to any person who holds property, authority or position of trust or responsibility for the benefit of another. It can also be defined as a individual person or member board given control or power of administration of property in trust with legal obligation to administer it solely for the purposes specified.

**Marriage**

Is an act, ceremony or process by which the legal relationship of husband and wife is constituted. The legality of the union may be established by civil, religious or other means as recognized by the laws of each country (United Nation, 2001). In other ways marriage is simply defined as legally or formally recognized union of a man and a woman as partners in relationship, it is the intimate union and equal partnership between man and woman

**Birth**

Is the emergence of a baby from the body of its mother, the start of life as a physically separate being.

**Death**

Is a permanent disappearance of all evidence of life at any time after live birth has taken place (post natal cessation of vital functions without capacity of resuscitation). This definition therefore excludes fetal death.

**Divorces**

Is referred to as a final legal dissolution of a marriage, that is separation of husband and wife, which confers on the parties the right to remarriage under civil, religious and/or other provisions, according to the laws of each country.

**Vital Event**

A Vital event refers to the live birth, death, foetal death, marriage, divorce, adoption, legitimating, recognition of parenthood, annulment of marriage or legal separation.

**Agency**

Is a business or organization providing particular services on behalf of another business, person or group.



