

**concept** ● n. **1** an abstract idea. > an idea to help sell or publicize a commodity. **2** Philosophy an idea or mental picture of a group or class of objects, formed by combining all their aspects.

- ORIGIN C18: from L. *conceptum* 'something conceived', from L. *concept-*, *concipere* (see **CONCEIVE**).

**definition** ● n. **1** a formal statement of the exact meaning of a word. > an exact description of the nature, scope, or meaning of something. > the action or process of defining. **2** the degree of distinctness in outline of an object or image.

- PHRASES **by definition** by its very nature; intrinsically. ●

- DERIVATIVES **definitional** adj.

# Concepts & Definitions 2007

for Statistics South Africa  
Version 2



Statistics  
South Africa



Preferred supplier of quality statistics

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### 1. Introduction

Statistics South Africa (Stats SA), as the state agency in charge of producing official statistics, places great importance on data quality, to ensure that its statistical products and services satisfy user needs. This is in line with the agency's vision of being the 'preferred supplier of quality statistics'. To this effect a document on concepts and definitions used in Stats SA was developed so as to ensure usage of common definitions by everyone in the organisation. Common concepts and definitions enable statistical data and information to be comparable, and lead to better quality products produced by Stats SA.

The Concepts and Definitions manual provides a comprehensive list of the common concepts and definitions used in Stats SA. This one is a revised version of the Statistical Concepts and Definitions for Stats SA V01.01, which was released in January 2007; it is a result of further consultations with stakeholders. As a living document, it will regularly be updated to include new concepts and definitions, and also to cater for revisions, as well as the inclusion of any previously omitted items from earlier versions. At the centre of this effort is the adoption of a uniform set of concepts and definitions to be used by all data producers so that comparability between the different datasets can be easily achieved.

The Standards division of Stats SA is most grateful to our stakeholders who made valuable contributions in the process of updating this version of the document.

### 2. Purpose of the document

The purpose of this document is to present all registered standard definitions in Stats SA. The document presents standard definitions of terms as used in the context of Stats SA and will serve as a dictionary of terms used for statistical purposes.

### 3. Structure of the document

Each entry in the table consists of five columns, (see table below). The entries themselves have been divided/classified into 23 main topics/subjects in alphabetical order. To assist in easy location of terms, an index of terms has been included at the end of the document. This will be useful in cases where the user is not sure under which main topic to search for a particular term.

Each of the entries has some attributes attached to it, and these are described below:

Term	Each entry begins with the label of the concept
Definition	This is the definition of the concept as used in Stats SA context. The phrasing of the definition is according to Information technology standard <i>Metadata Registries (MDR) ISO/IEC 11179 Part 4: Formulation of data definitions</i>
Notes	In some cases it is necessary to expand on the definition to make it clearer, give context, synonyms, related terms, exclusions; to explain usage, etc.
Source	For each term a source of one type or another has been given. The source may be given as (1) an outside organisation/document if Stats SA has adopted a definition as used by that organisation; (2) an internal Stats SA component or publication, which is useful where there may still be alternative definitions in other components or publications; or (3) the name of the group that has proposed the wording or amended wording of the definition. 'Workshop' refers to the March 2005 Definitions Workshop, and 'Team' to the Definitions Team that has been working on this manual from about November 2005. Most of the terms, though, were sourced from different Stats SA publications.
Ownership	Ownership of concepts and definitions was assigned to Executive Managers of different components in Stats SA. These owners are basically the primary users of the concepts and will therefore be responsible for the maintenance of the items.
Registration status	One of the primary objectives of this process is to standardise and formally register all concepts and definitions used in Stats SA. The assignment of statuses is therefore according to the Standards Development Life Cycle (SDLC) as outlined in the <i>Good Practice Methodology</i> document. The six statuses are briefly explained in the following paragraph, which outlines the procedure for registration of new concepts and definitions.

### Note on related terms

A word in any definition written in *italics* indicates that it has been defined elsewhere in the manual. Cross-reference has also been made to related terms defined elsewhere, introduced by 'See, synonym, opposite, or compare'. Deprecated terms and preferred terms are also indicated as such.

## 4. Procedure for registration of concepts and definitions

The procedure applies to the registration of new concepts, as well as the revision of existing ones. It must be noted that the steps are similar to those in the SDLC, to such an extent that the two processes actually coincide. The registration process addresses improvement and progression towards levels of perfection of the quality of an item, thus taking care of standardisation. The general intent is to progress as many items as possible from incomplete to standard registration status.

The following is the procedure for registering a new concept or revising an existing concept:

1. The proposer submits the proposal to the Standards division.
2. The Standards division assesses the proposal to establish the need for the standard.
3. The Standards division identifies members for the Technical Committee (TC) to work on the standard.
4. The TC develops a draft and makes it available for interested stakeholders to comment on, editing it regularly to incorporate comments.
5. When the TC is satisfied with the draft, all interested parties sign the consent form, agreeing with the final draft. Once consensus has been achieved on the draft, it needs to receive a formal approval.
6. Formal approval of the item as the standard.
7. The Standards division registers the new items in the registry.
8. The Standards division notifies everyone by email about the approval and start date for use of the new or revised item.

## 5. Registration statuses

- **Incomplete:** Indicates that the submitter wishes to make the community aware of the existence of the concept in their local domain, and of the need to define and standardise it.
- **Draft:** Indicates that the need for the standard has been established, and that the TC is busy working on the item while also involving the stakeholders.
- **Qualified:** The TC is satisfied that the draft meets all the requirements, and all interested parties have signed the consent form, agreeing with the final draft. At this stage the item is available for use.
- **Standard:** The item has been formally approved as the standard by the approving authority.
- **Retired:** The item is no longer recommended for use in the organisation and therefore should no longer be used.
- **Superseded:** The item is no longer recommended for use in the organisation, and there is a successor term that is preferred for use.

## 6. Abbreviations in the sources

ABS	: Australian Bureau of Statistics
C&D	: Concepts and Definitions
FAO	: Food and Agriculture Organisation (of the United Nations)
ICD	: International Classification of Diseases
IEC	: International Electro-technical Commission
IES	: Income and Expenditure Survey
ILO	: International Labour Organization
ISO	: International Organisation for Standardisation
MDG	: Millennium Development Goals
OECD	: Organisation for Economic Co-operation and Development
SASQAF	: South African Statistical Quality Assessment Framework
SDMX	: Statistical Data and Metadata Exchange Initiative
SNA	: System of National Accounts
UBOS	: Ugandan Bureau of Statistics
UN	: United Nations
UNDP	: United Nations Development Programme
UNECE	: United Nations Economic Commission for Europe
UNSC	: United Nations Security Council
UNSD	: United Nations Statistics Division

## 7. Terms and their definitions

### Agriculture

Term	Definition	Source	Ownership	Status
Agricultural inputs	Consumable expendable inputs in agricultural <i>production</i> for both crops and <i>livestock</i> , for example fertilisers, seeds, veterinary drugs, etc.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Annual crops	Crops that are planted and harvested during the same <i>production</i> season.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Area harvested for grain	Area harvested for dry <i>grain</i> (whole <i>grain</i> , seed, beans or unshelled nuts) for commercial purposes, or to be retained for seed, animal feed or human consumption. It therefore excludes areas planted but not harvested owing to hail damage, fire, grazing, etc., and areas harvested but not used for <i>grain</i> , but for silage, etc.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Area planted for grain	That part of the total area planted that is planted with the intention of harvesting it for <i>grain</i> rather than for silage, grazing or fodder.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Cash crop	Crop grown for sale rather than for consumption on the farm. Synonym is <i>food crop</i> .	National Department of Agriculture	Executive Manager: Large Sample Survey	Draft
Cereals	Wheat, coarse <i>grains</i> and rice.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Commercial farm	A farm producing agricultural products intended for the market, usually registered for value added tax (VAT) and income tax.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Commercial farmer	A person who produces agricultural products intended for the market. See <i>subsistence farmer</i> .	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Crop estimate	Quantitative determination of crop <i>yield</i> after harvest.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Crop forecast	Quantitative approximation of the crop <i>yield</i> prepared and released before harvest.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Cultivated assets	Livestock for breeding (including fish and poultry), dairy, draught, etc. and vineyards, orchards and other plantations of trees yielding repeat products that are under the direct management of the institutional units.	Local government	Executive Manager: Financial Statistics	Qualified



Term	Definition	Source	Ownership	Status
Drip irrigation	Irrigation practice which minimises the use of water and fertiliser by allowing water to drop slowly to the roots of plants, either onto the soil surface, or directly to the root zone, through a network of valves, pipes, tubing and emitters.	Stats SA	Executive Manager: Large Sample Survey	Draft
Extension officer	Person trained in agriculture and <i>employed</i> by the Department of Agriculture or any other body responsible for rendering assistance to farmers to promote good farming practices.	Stats SA Rural Survey June, 1999	Executive Manager: Large Sample Survey	Qualified
Farm	An area of land, together with its buildings, concerned with the growing of crops or the raising of animals.	Stats SA	Executive Manager: Large Sample Survey	Draft
Farming unit (Industry and Trade) (Industry and Trade)	One or more farms, smallholdings or pieces of land, whether adjacent or not, operated as a single unit and situated within the same <i>magisterial district</i> or province, on which cultivation is carried out for both commercial and non-commercial purposes, in the open air or under cover.  It includes land rented from others, the farmstead and other <i>buildings</i> , cropland, pasture, veld, wasteland and dams, but excludes land leased to others.  <i>A farming unit</i> could be owned by a single person, partnership, company, or <i>close corporation</i> , etc.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Flood irrigation	Irrigation practice that spreads water from open field ditches and other conveyance systems.	Stats SA	Executive Manager: Large Sample Survey	Draft
Food crop	See <i>cash crop</i> .	National Department of Agriculture	Executive Manager: Large Sample Survey	Draft
Grain	Harvested produce of <i>cereals</i> , <i>pulses</i> , <i>oil crops</i> and legumes.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Grain production	<i>Grain</i> actually removed from the field.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Hectare	Metric unit of land measurement equivalent to 10 000 square metres.	Chambers 21 <sup>st</sup> Century Dictionary	Executive Manager: Large Sample Survey	Qualified
Hectare of land	A unit of area equal to 10 000 square metres, commonly used for measuring land area.	Operational manual	Executive Manager: Large Sample Survey	Qualified
Herbicide	A substance/mixture of substances used to kill plants that are not wanted in a specific area.  <i>Synonym: weedkiller</i>	Stats SA	Executive Manager: Large Sample Survey	Draft



Term	Definition	Source	Ownership	Status
Industrial crops	Any crop that provides material for industrial processes and products.  Examples: cotton, flax, linen, etc.; tobacco; oilseeds such as sunflower, and beverages such as tea and coffee.	Stats SA	Executive Manager: Large Sample Survey	Draft
Inter-planted crop	A crop planted between rows of another crop.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Irrigation	Artificial application of water to land to assist in the growing of crops and pastures.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Livestock	All animals or birds kept or reared mainly for agricultural purposes including cattle, sheep, goats, pigs, horses, poultry, rabbits, etc.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Natural forest tree	Forest tree that grows in its natural habitat.	Wikipedia online Encyclopaedia	Executive Manager: Large Sample Survey	Draft
Objective yield survey	A <i>survey</i> based on actual counts and measurements made in the field.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Oil crop	Annual plant whose seeds or fruit are used mainly for extraction of culinary and industrial oils.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Oilseeds	Dry seeds harvested from annual oil-bearing crops used for food, feed, seed or industrial purposes.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Perennial crops	Crops that are not replanted after each harvest.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Pesticide	A substance/mixture of substances used to kill pests.	Stats SA	Executive Manager: Large Sample Survey	Draft
Plantation trees	Trees that are planted by the holder on the holding, e.g. eucalyptus trees. See <i>natural forest tree</i> .	Wikipedia online Encyclopaedia	Executive Manager: Large Sample Survey	Qualified
Pulses	An annual leguminous plant yielding seeds used for food, feed, seed, and industrial purposes.	FAO	Executive Manager: Large Sample Survey	Qualified
Sharecropping	A system of agriculture or agricultural production in which a landowner allows a tenant to use the land in return for a share of the crop produced on the land.	Stats SA	Executive Manager: Large Sample Survey	Draft
Subjective yield survey	A <i>survey</i> based on information obtained from farmers about their fields based on opinion or experience.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Subsistence farmer	A person who produces crops primarily for own consumption.	National Department of Agriculture	Executive Manager: Large Sample Survey	Qualified
Trickle irrigation	See <i>drip irrigation</i> .	Stats SA	Executive Manager: Large Sample Survey	Draft
Weedkiller	See <i>herbicide</i> .	Stats SA	Executive Manager: Large Sample Survey	Draft

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Yield	Amount of product harvested per unit area.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Qualified
Yield per harvested area	<i>Yield</i> from the area actually harvested.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft
Yield per planted area	<i>Yield</i> from the area planted.	Stats SA Agricultural Survey, 1996	Executive Manager: Large Sample Survey	Draft

**Business Enterprises**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Accommodation service enterprise	An <i>enterprise unit</i> , the <i>principal activity</i> of which is to provide temporary stay to a guest who in return pays an amount of fee charged. Inclusions: hotels, motels, inns, caravan parks and camping sites, guest houses, guest farms, bed-and-breakfast enterprises, all kinds of lodges, accommodation in natural surroundings, game lodges/nature reserves offering mostly accommodation (exclude if part of game reserve, also earning income for preservation/conservation purposes), furnished holiday flats and chalets, holiday resorts, student residences, hostels, boarding houses, backpacker or school dormitories and other accommodation not elsewhere classified.	Operational manual	Executive Manager: Business Frame	Qualified
Active enterprise	An <i>enterprise unit</i> that is operational in the open market and that has paid value added tax and/or income tax to the South African Revenue Service at least once.	Operational manual	Executive Manager: Business Frame	Qualified
Activity	A <i>process</i> involving a combination of actions that result in a certain set of products and services.	ISIC Rev 3.1	Executive Manager: Business Frame	Qualified
Ancillary activity (System of Registers )	An <i>activity</i> that supports the main productive <i>activity</i> of an <i>enterprise</i> by providing non-durable goods or services, entirely or primarily for the use of the <i>enterprise</i> . Note: The output is intended for immediate consumption within the same <i>enterprise</i> and is therefore not recorded separately, e.g. bookkeeping, transportation, cleaning services, etc.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Associated company	A company with more than 25% but less than 50% of its issued share capital owned by another company.	Operational manual	Executive Manager: Business Frame	Qualified
Balance date	A calendar date on which a business last paid value added tax and/or income tax.	Operational manual	Executive Manager: Business Frame	Qualified
Birthed (refer to life cycle)	Life status of a new <i>statistical unit</i> created, which has not yet paid value added tax and/or income tax to the South African Revenue Service.	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Branch of a foreign entity	Part of a foreign enterprise operating in the Republic of South Africa in which a productive <i>activity</i> is carried out and which is registered for value added tax.	Operational manual	Executive Manager: Business Frame	Qualified
Branch of an enterprise	Part of an enterprise that is situated at a remote <i>location</i> from the main enterprise and in which productive <i>activity</i> is carried out.	Operational manual	Executive Manager: Business Frame	Qualified
Break-up	An event where a <i>legal unit</i> is divided into two or more separate <i>legal units</i> and the original <i>legal unit</i> ceases to exist.	Operational manual	Executive Manager: Business Frame	Qualified
Business Sampling Frame (BSF)	A <i>database</i> containing <i>statistical units</i> from which samples are drawn.	Operational manual	Executive Manager: Business Frame	Qualified
Ceased (refer to life cycle)	Life status of a <i>statistical unit</i> which has been confirmed permanently closed down, finally liquidated, deregistered and/or a duplicate of another <i>statistical unit</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Close corporation (CC)	A <i>legal entity</i> founded by means of a founding statement and whose ownership cannot exceed ten members.  Note: Members' interest in the CC must always add up to 100% and be expressed as a percentage.	Operational manual	Executive Manager: Business Frame	Qualified
Club, welfare organisation, association not for gain	See <i>non-profit institutions</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Commission	An amount of money, usually linked to the quantity of the goods or services sold, paid to sales persons.		Executive Manager: Large Sample Survey	Draft
Complex enterprise unit	An <i>enterprise unit</i> structure that comprises more than one <i>legal unit</i> and has separate income tax numbers.	Operational manual	Executive Manager: Business Frame	Qualified
Continuity rule	A rule that specifies when to birth, activate, deactivate, reactivate and cease a <i>statistical unit</i> (enterprise, KAU or GEO).	Operational manual	Executive Manager: Business Frame	Qualified
Contractual joint venture	A type of a <i>joint venture</i> of which the terms, obligations, and liabilities of the parties are set forth in a written instrument signed by both parties. This joint venture is unincorporated and shall not become a <i>legal entity</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Cooperative society	A business entity/enterprise that handles and sells mostly products from farmers on their behalf in a joint venture, sharing benefits and profits with them.	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Corporate joint venture	A type of a joint venture in which obligations, terms and liabilities are set forth in a written agreement, which contemplates that the joint venture be incorporated and become a separate <i>legal entity</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Deactivated enterprise	Life status of a <i>statistical unit</i> which has been confirmed <i>dormant, temporarily stopped trading</i> or is under sequestration.	Operational manual	Executive Manager: Business Frame	Qualified
Delineation	The process of dividing an enterprise into sub-units suitable for statistics.	Operational manual	Executive Manager: Business Frame	Qualified
Demographic event of statistical unit	An event that changes the form and status of a <i>statistical unit</i> .  Inclusions: <i>Ceased, merger, takeover, split-off</i> and <i>break-up of a statistical unit</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Depot	A place of storage in a remote <i>location</i> from the main enterprise.	Operational manual	Executive Manager: Business Frame	Qualified
Dormant	See <i>deactivated enterprise</i> .	Operational manual	Executive Manager: Business Frame	Qualified
E-commerce	The term used when business units receive orders and transact the sale of goods and services produced (ownership transfers) by a variety of means, e.g. by telephone, fax, email, TV, electronic data communication networks, cellular networks, Internet, etc. (excluding if only used for normal transactions falling under any of the classification sectors), which includes three stages, viz. the placement of the order, payment, and the delivery of the goods or services.	ISIC Rev 3.1	Executive Manager: Business Frame	Qualified
Economic classification	A measure of the nature and economic effect of government operations on the economy of the country.	Stats SA Local government component	Executive Manager: Financial Statistics	Qualified
Economic major divisions	The main identifier of a specific group of the economic sector of an economic classification coding system in which the activities that the <i>enterprise</i> is involved in are represented by a 1-digit code.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Economic production	<i>Economic production</i> is an <i>activity</i> carried out under the control and responsibility of an <i>institutional unit</i> that uses inputs of labour, capital, and goods and services to produce outputs of goods or services.	SNA93	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Economic significance	The extent to which a company's <i>activity</i> contributes to the economy and, in particular, to the industrial sector to which it belongs.	Operational manual	Executive Manager: Business Frame	Qualified
Enterprise (National Accounts)	May be a corporation (a quasi-corporate enterprise is treated as if it is a corporation in the 1993 SNA), a non-profit institution or an unincorporated enterprise. Corporate enterprises and non-profit institutions are complete institutional units. An unincorporated enterprise, however, refers to an institutional unit – a household or government unit – only in its capacity as a producer of goods and services. It covers only those activities of the unit which are directed towards the production of goods and services.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Draft
Enterprise survey	Those surveys in which <i>enterprises</i> (or producing units belonging to these enterprises) constitute the <i>observation units</i> about which data are obtained, the sampled units comprising the <i>survey frame</i> and the <i>reporting units</i> from which data are obtained.	Operational manual	Executive Manager: Business Frame	Qualified
Enterprise turnover	A <i>turnover</i> that has manually been updated to <i>enterprise unit</i> by either the <i>investigation or profiling and delineation</i> personnel.	Operational manual	Executive Manager: Business Frame	Qualified
Enterprise unit	<p>A <i>legal unit</i> or the smallest combination of <i>legal units</i> that includes and directly controls all the functions necessary to carry out its production activities and provide services.</p> <p>Note: It is an economic entity that is capable, in its own right, to own assets, incur liabilities, engage in <i>economic activities</i> and in transactions with other entities, and to be involved in litigation. They take decisions and actions for which they are held responsible and accountable for by law, and they compile complete sets of accounts (including profit-and-loss accounts and balance sheets).</p>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Establishment (Employment and Price)	The smallest economic unit that functions as a separate entity.	Stats SA Production Price Index, July 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Establishment (National Accounts )	An enterprise, or part of an enterprise, that is situated at a single <i>location</i> and in which only a single (non-ancillary) productive <i>activity</i> is carried out or in which the principal productive <i>activity</i> accounts for most of the value added.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Establishment (System of Registers )	An enterprise, or part of an enterprise, which is situated at a single <i>location</i> in which only a single productive <i>activity</i> is carried out or in which the principal productive <i>activity</i> accounts for most of the value added.	Operational manual	Executive Manager: Business Frame	Qualified
Farming unit (System of Registers )	A <i>statistical unit</i> on which farming operations are carried out for commercial purposes by any person, company, <i>close corporation</i> or other <i>enterprise</i> , for his/her or its own account.	Quality Improvement Survey manual 2004	Executive Manager: Business Frame	Qualified
General economic production	An <i>activity</i> carried out under the control and responsibility of an <i>institutional unit</i> that uses inputs of labour, capital goods and services to produce outputs of goods and services.	Business Register Review Report	Executive Manager: Business Frame	Qualified
GEO	See <i>geographic unit</i> .	Operational manual		Qualified
Geographic unit	A <i>statistical unit</i> or part of a <i>statistical unit</i> involved in one, or predominantly one, kind of <i>activity</i> from one <i>location</i> , on a permanent basis, having at least one person employed and of which the <i>main activity</i> can be classified on a 5-digit <i>SIC</i> code.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Group top enterprise	See <i>ultimate holding company</i> .	Operational manual	Executive Manager: Business Frame	Qualified



Term	Definition	Source	Ownership	Status
Historical rules of industrial classification	A set of classification rules that serve as a guideline on how to treat certain scenarios during the classification process to ensure uniformity and comparability of statistics on international level. Example: Integrated activities like the farming with grapes together with the manufacturing of wine on the farm by the same unit, having no separate records or accounts available, will apply and these will be classified under wine farming.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Holding company	A company that directly or indirectly owns more than 50% or enough issued share capital of another company to secure voting control.	Operational manual	Executive Manager: Business Frame	Qualified
Horizontal integration of economic activities	A classification rule that applies when an enterprise is engaged in several types of activities carried out simultaneously, using the same factors of production, but the unit cannot be segregated into separate <i>statistical units</i> . Example: The manufacturing of bakery products combined with the manufacturing of chocolate confectionery. The unit should be classified to the SIC class or subgroup with the largest share of value added, as determined, by using the 'top-down' method.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Horizontal integration of enterprise unit	A combination of two or more businesses within the same group company structure operating together on the market as one unit.	Operational manual	Executive Manager: Business Frame	Qualified
Household unincorporated enterprises	Enterprises that produce goods and services for their own final use.	SNA93	Executive Manager: Business Frame	Qualified
Household unincorporated market enterprises	<i>Enterprise units</i> that produce goods or services for sale or barter on the market.	SNA93	Executive Manager: Business Frame	Qualified
Immediate parent	See <i>holding company</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Income tax	Tax levied on the financial income of a person, cooperation or other legal entity.		Executive Manager: Financial Statistics	Draft
Income tax turnover	A <i>turnover</i> that has automatically been updated to an <i>enterprise unit</i> through the process of income tax downloads to the <i>Business Sampling Frame</i> .	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Individual ownership	See <i>sole proprietorship</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Industrial activity	An <i>economic activity</i> resulting in a homogeneous set of products or the same kind of services.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Industrial area	An area that predominantly has industry as its main land use.		Executive Manager: Short-term Indicators	Draft
Industry (System of Registers )	The set of all production units engaged primarily in the same or similar kinds of productive economic activities and which consists of <i>legal units</i> , engaged in the same or a closely related kind of <i>economic activity</i> based mainly on the principal class of goods produced or services rendered. See <i>Standard Industrial Classification (SIC) of all Economic Activities</i> , Fifth Edition of January 1993.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Informal sector (System of Registers )	A subset of <i>household unincorporated enterprises</i> , comprising those enterprises that: produce at least some output for the market; and are less than a specified size in terms of the number of persons engaged, or of <i>employees</i> employed on a continuous basis; and/or are not registered under specific forms of national legislation, such as factories or commercial acts, tax or social security laws, professional groups' regulatory acts, or similar acts, laws or regulations established by national legislative bodies.	Operational manual	Executive Manager: Business Frame	Qualified
Institutional sector	An aggregation of <i>institutional units</i> on the basis of the type of producer and depending on their <i>principal activity</i> and function, which are considered to be indicative of their economic behaviour.  Note: The SNA93 states that <i>institutional units</i> are grouped together to form <i>institutional sectors</i> on the basis of their principal functions, behaviour, and objectives.	SNA93	Executive Manager: Business Frame	Qualified
International Standard Industrial Classification of all Economic Activities (ISIC)	The United Nation's version of a classification system used to classify businesses according to their economic activities.	Business Register review report	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Investigation	The process of finding full information on a change indicated in an administrative source.	Operational manual	Executive Manager: Business Frame	Qualified
Investigation conclusion sheet	A standardised sheet to be completed for each <i>investigation</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Kind-of-activity unit	A <i>statistical unit</i> engaging in one or predominantly one kind of <i>economic activity</i> without being restricted to a geographical <i>location</i> .	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Kind-of-activity unit description field	A name describing the <i>activity</i> performed and/or traded by a particular <i>kind-of-activity unit</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Kind-of-enterprise unit	A <i>statistical unit</i> or part of a <i>statistical unit</i> for which all elements of the basic industrial statistics can be reported. Inclusions: Has to be large in terms of <i>turnover</i> and <i>economically significant</i> (equal to stratum 1 to fit into Stats SA surveys), have activities across more than one subgroup (on a 5-digit level of <i>SIC</i> ) and a set of books/financial accounts to allow the calculation of the operating surplus.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Last update on BSF	A date indicator on an <i>enterprise unit</i> showing when the most recent information was updated.	Operational manual	Executive Manager: Business Frame	Qualified
Legal entity	Natural or juristic person (company, <i>close corporation</i> , trust), whose existence is recognised by law or society, independently of who owns them.  Note: They can own goods or assets, incur liabilities and enter into contracts, may be involved in litigations, take decisions and actions for which they are held responsible and accountable for by law, they compile complete sets of accounts (including profit-and-loss accounts and balance sheets) and they possess more than 50% of the voting rights of (or otherwise control) a business.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Legal unit	See <i>legal entity</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Life cycle (statistical unit)	A series of states in the life of a <i>statistical unit</i> that can take the following values: ' <i>birthed</i> ', ' <i>activated</i> ', ' <i>deactivated</i> ', ' <i>reactivated</i> ' or ' <i>ceased</i> '.	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Main activity	See <i>principal activity</i> .		Executive Manager: Business Frame	Qualified
Maintenance procedures	All the procedures carried out to collect information for and update of the <i>Business Sampling Frame</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Merger	An event where two or more businesses are joined and a new business is registered. The registered name of the new business is different from the registered name of all the original businesses. The original businesses are <i>ceased</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Multiple activities	These occur when a <i>statistical unit</i> is engaged in different kinds of activities that can be classified or assigned to more than one major division of the <i>Standard Industrial Classification</i> .  Note: The <i>main activity</i> must be determined from the net values of each <i>activity</i> or the gross income obtained from various final products produced or products dealt in or services rendered, e.g. an enterprise manufacturing and selling its own goods and also imported, purchased goods.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Multiple structure statistical unit	A <i>statistical unit structure</i> that has more than one <i>kind-of-activity unit</i> and/or more than one geographical unit.	Operational manual	Executive Manager: Business Frame	Qualified
Net loss	Excess of expenditure over sales revenue.		Executive Manager: Short-term Indicators	Draft
Net profit	Excess of sales revenue over the cost of production.	LCS	Executive Manager: Household Budget Statistics	Qualified
Non-profit institution	Legal or social entity created for the purpose of producing goods and services, which is not allowed to be a source of income, profit or other financial gain for the units that establish, control or finance it.  Note: These are companies registered under section 21 of the Companies Act.	SNA93	Executive Manager: Business Frame	Qualified
Non-profit institution serving households (NPISH)	Non-profit institution which is not predominantly financed and controlled by government and which provides goods or services to households free or at prices that are not economically significant.	OECD	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Originating classification	<p>The allocation of the original <i>Standard Industrial Classification activity</i> to the enterprise in which it first was engaged in, apart from other multiple and associated activities at one <i>location</i>.</p> <p>Note: Although the income for the original <i>activity</i> might not be the greatest, having no separate accounts available, e.g. a liquor off-sales store, a bar, casino or restaurant which is part of a hotel, will be classified under hotel activities at enterprise level and also when mining and manufacturing are both done at the mining site by the same <i>enterprise</i>.</p>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Outlet	<p>A place of business for retailing goods/services.</p> <p>Examples: shop, market, service establishment, or other place, where goods and/or services are sold.</p>		Executive Manager: Large Sample Survey	Draft
Ownership type (of business)	<p>The manner in which a business is managed and controlled.</p> <p>Examples: <i>Sole proprietorship, partnership, corporation, business trust, etc.</i></p>	Operational manual	Executive Manager: Business Frame	Qualified
Partnership	<p>An agreement between two or more people, but not more than twenty people, to start and operate a business entity in which all partners bear equal responsibility for debts incurred, profit sharing, etc.</p>	Operational manual	Executive Manager: Business Frame	Qualified
Principal activity	<p>The <i>activity</i> of which the value added/gross income exceeds that of any other <i>activity</i> of the <i>enterprise</i>.</p>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Priority rule	<p>A rule that specifies the source from which information for the BSF is going to be taken, should several sources be available for the same piece of information.</p>	Operational manual	Executive Manager: Business Frame	Qualified
Private company	<p>A company that has a minimum of one and a maximum of fifty shareholders, and of which the name ends with the words 'Proprietary Limited' or '(Pty) Ltd'.</p>	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Production by third parties on a commission or contract basis	<p>Production done by an <i>enterprise unit</i> on a third-party basis, on fee or contract basis on behalf of the <i>enterprise</i> hiring that party for their services.</p> <p>Note: The <i>enterprises</i> hiring the third party are classified as if they produce the goods themselves, provided that they have considerable influence on the conception of the products, e.g. according to their specification, or, in the case of the manufacturing <i>industry</i>, that they own the materials to be transformed. Thus both parties get the same <i>classification code</i>.</p>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Public company	A company that has issued shares to the public through the stock exchange (security exchange), has a minimum of seven shareholders and no limitation on maximum shareholdings. The word 'Limited' or 'Ltd' will appear at the end of the company's name.	Operational manual	Executive Manager: Business Frame	Qualified
Public corporation	A public organisation which has a substantial degree of financial independence from the public authority that created them. A public authority (i.e. central or local government) normally appoints the whole of or a majority of the board of management.	Operational manual	Executive Manager: Business Frame	Qualified
Quasi-corporation	<p>An <i>unincorporated enterprise</i> that operates as if it were a corporation and thus must be treated as if it were one.</p> <p>Inclusions: Enterprises owned by non-resident or government <i>institutional units</i>.</p>	SNA93	Executive Manager: Business Frame	Qualified
Reactivated	Life status of a <i>statistical unit</i> which has been confirmed to restart its operations.	Operational manual	Executive Manager: Business Frame	Qualified
Secondary activity (System of Registers )	<p>A separate <i>activity</i> that sometimes produces products or services for third parties, but which is not the <i>principal activity</i> of the <i>enterprise unit</i>.</p> <p>Note: The output of <i>secondary activities</i> are consequently secondary products, e.g. when a company manufactures computer parts for internal use and incidentally sells one part on the open market, then that transaction is considered a <i>secondary activity</i>.</p>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Secondary industries	The secondary industries include the manufacturing, electricity, water and construction industries.	Stats SA Gross Domestic Product Annual Estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
SIC	See <i>Standard Industrial Classification of all Economic Activities</i> .	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Single-structure statistical unit	A <i>statistical unit structure</i> which has one <i>kind-of-activity unit</i> and one geographical unit as part of the <i>enterprise unit</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Size measure of statistical unit	A size indicator that measures the size of a <i>statistical unit</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Sole proprietorship	A business owned and operated by one individual person.	Operational manual	Executive Manager: Business Frame	Qualified
Source of update on BSF	An indication on an <i>enterprise unit</i> where recent updated information is coming from.	Operational manual	Executive Manager: Business Frame	Qualified
Split-off	An event where one or more parts of a business is separated into businesses of their own and the original business continues to operate.	Operational manual	Executive Manager: Business Frame	Qualified
Standard Industrial Classification code	A code indicating the <i>economic activity</i> of an <i>industry</i> in which the enterprise is engaged using the <i>Standard Industrial Classification</i> manual.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Standard Industrial Classification of all Economic Activities	A South African version of a classification coding system used to classify an <i>enterprise</i> according to its <i>economic activity</i> .  Note: It is based on the United Nation's (UN) <i>International Standard Industrial Classification of all Economic Activities (ISIC)</i> , with a number of adaptations for local conditions.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Statistical unit	A unit of observation or measurement for which statistical data are collected or derived.	Operation manual	Executive Manager: Business Frame	Qualified
Statistical unit structure	A combination of an <i>enterprise unit</i> with one or more <i>kind-of-activity unit(s)</i> and one or more <i>geographic unit(s)</i> .	Operational manual	Executive Manager: Business Frame	Qualified



Term	Definition	Source	Ownership	Status
Subsidiary	A company that is controlled by another company by having more than half the voting power, or by owning more than half the issued share capital of the company.	Operational manual	Executive Manager: Business Frame	Qualified
Takeover	An event where one or more business(es) is/are absorbed by another existing business, no new business is created and the business(es) taken over is/are <i>ceased or deactivated</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Tax link	A link between the <i>Business Sampling Frame</i> and SARS databases through the use of tax or VAT and enterprise numbers.	Operational manual	Executive Manager: Business Frame	Qualified
Tertiary industries	Include wholesale, retail and motor trade; catering and accommodation, transport, storage and communication, finance, real estate and business services, community, social and personal services, general government services, and other producers.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Total quality management	A methodology that is based and focuses on prevention rather than correction, processes rather than only end products, user needs rather than product properties, everybody's involvement, facts rather than assumptions and continuous rather than occasional improvements.	Operational manual	Executive Manager: Business Frame	Qualified
Trading name	A name used by businesses to sell their goods and/or services to their customers.	Operational manual	Executive Manager: Business Frame	Qualified
Turnover (System of Registers)	The total amount received for goods sold and services rendered for the <i>financial year</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Ultimate holding company	A <i>holding company</i> that controls other holding companies and/or subsidiaries and no company has control over it.	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Unincorporated enterprise	A producer unit which is not incorporated as a <i>legal entity</i> separate from the owner (household, government or foreign resident); the fixed and other assets used in <i>unincorporated enterprises</i> do not belong to the enterprises but to their owners; the enterprises as such cannot engage in transactions with other economic units nor can they enter into contractual relationships with other units nor incur liabilities on their own behalf; in addition, their owners are personally liable, without limit, for any debts or obligations incurred in the course of production.	SNA93	Executive Manager: Business Frame	Draft
VAT auto-update	It indicates that a particular <i>statistical unit</i> is updated automatically from an administrative VAT data source.	Operational manual	Executive Manager: Business Frame	Qualified
VAT turnover	A <i>turnover</i> that has automatically been updated to an <i>enterprise unit</i> through the process of monthly VAT downloads to the <i>Business Sampling Frame</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Vertical integration of economic activities	Occurs when the different stages of production are carried out in succession by the same unit and where the output of one <i>process</i> serves as input to the next. Example: Tree felling combined with sawmilling, with regard to the <i>classification</i> ; cognisance is taken of the nature of the final product.	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Vertical integration of enterprise unit	A combination of <i>enterprise units</i> that are operating in such a way that the production of one enterprise is consumed totally by another company(s) within the same group company structure.	Operational manual	Executive Manager: Business Frame	Qualified

**Construction**

Term	Definition	Source	Ownership	Status
Additions and alterations	Extensions to existing buildings as well as internal and external alterations of existing buildings.	Stats SA Selected building statistics of the private sector as reported by local government institutions, July 2005	Executive Manager: Short-term Indicators	Qualified
Block of flats	A structure, usually multi-storey, consisting of a number of dwellings sharing the same residential address, and usually sharing a common entrance, foyer or staircase. See <i>flat</i> .	Stats SA Census 2001 Concepts and Definitions manual	Executive Manager: Social Statistics	Qualified
Building	Built structure with a roof and walls.	Collins Concise Dictionary 3rd ed., 1992	Executive Manager: Social Statistics	Qualified
Camp	Premises originally intended for the temporary accommodation of persons with common activities or interests, e.g. military camps, refugee camps and camps established for the housing of <i>workers</i> in mining, agriculture, public works or other types of enterprises.	UBOS	Executive Manager: Social Statistics	Qualified
Cluster house	A freestanding property/house in a complex with a common boundary wall, but not sharing dwelling walls.	GHS	Executive Manager: Social Statistics	Draft
Collective living quarters/ communal living quarters	1) Structurally separate and independent places of abode intended for habitation by large groups of individuals or several <i>households</i> . Such quarters usually have certain common facilities, such as cooking and ablution facilities, lounges or dormitories, which are shared by the occupants. <i>Collective living quarters</i> may be further classified into <i>hotels</i> , rooming houses and other lodging <i>houses</i> , <i>institutions</i> and <i>camps</i> .  2) <i>Living quarters</i> where certain facilities are shared by groups of individuals or <i>households</i> . They can be divided into: (a) <i>hotels</i> , motels, guest houses, etc.; (b) <i>workers' hostels</i> and <i>student residences</i> ; and (c) <i>institutions</i> .	1) Adapted from OECD, Principles and Recommendations for Population and Housing Censuses, Revision 1. United Nations, New York, 1998, Series M, No. 67, Rev. 1, para. 2.355.  2) Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Communal living rooms	Rooms that are used by several members of the household for common purposes or activities, e.g. eating, watching television or movies, sitting, etc.	GHS	Executive Manager: Social Statistics	Draft
Consumer unit (for household)	An entity to which the service is/would be delivered, and which receives one bill if the service is billed; alternatively known as a delivery point.	GHS	Executive Manager: Social Statistics	Draft
Converted hostel	<i>Hostel</i> where the accommodation has been converted into self-contained units for <i>households</i> . See <i>workers' hostel</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Demolished dwelling	A dwelling that has been destroyed.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Domestic worker's quarters	Physical structure on the same <i>erf/plot</i> as main property intended as <i>living quarters</i> for a <i>domestic worker</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Dwelling under construction	A dwelling unit that has not been built completely.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Dwelling, house	A freestanding, complete structure on a separate stand or a self-contained dwelling unit, granny flat, outbuildings and garages, on the same premises as an existing residence.	Selected building statistics of the private sector as reported by local government institutions, July 2005	Executive Manager: Financial Statistics	Retired
Flat	A <i>dwelling</i> , usually on one floor, with at least one wall shared with another such <i>dwelling</i> , within a <i>block of flats</i> . Synonym is <i>apartment</i> . See also <i>block of flats</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Hostel	A collective form of accommodation for <i>workers</i> or <i>students</i> , but not including boarding school hostels. See <i>workers' hostel</i> .	Stats SA Census 2001 Concepts and definitions	Executive Manager: Social Statistics	Qualified
Hotel	An <i>establishment</i> providing accommodation and meals for pay. See <i>collective living quarters</i> , <i>tourist hotel</i> and <i>residential hotel</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
House	A freestanding <i>dwelling</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
House, semi-detached	One of two houses joined together with one common wall.  Note: Each house usually has its own private ground and no other dwelling below or above it.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Housing unit	A unit of accommodation for a <i>household</i> , which may consist of one structure, or more than one structure, or part of a structure. (Examples of each are a <i>house</i> , a group of <i>rondavels</i> , and a <i>flat</i> .) It may be vacant, or occupied by one or more than one <i>household</i> .  A <i>housing unit</i> usually has a separate entrance from outside or from a common space, as in a <i>block of flats</i> .  See <i>dwelling unit</i> , <i>living quarters</i> and <i>collective living quarters</i> .	Stats SA Census 2001 Concepts and Definitions manual	Executive Manager: Social Statistics	Qualified
Hut	A <i>hut</i> is one form of dwelling found mainly in non-urban (rural) areas, thus a round structure made of materials such as mud walls and thatch or grass roofs.  Note: A hut may not necessarily be round; it may have any other shape.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Hygienic toilet facility	Flush <i>toilet</i> , chemical <i>toilet</i> or pit latrine with ventilation pipe.	MDG	Executive Manager: Social Statistics	Qualified
Kitchen	A <i>room</i> equipped for the preparation of principal meals and intended for that purpose.	Wikipedia online Encyclopaedia	Executive Manager: Social Statistics	Qualified
Living quarters	A general term meaning the place where people stay. <i>Living quarters</i> can be divided into two main groups: <i>housing units</i> and <i>collective living quarters</i> . See also the diagram of types of <i>living quarters</i> in Appendix A.	Stats SA Census 2001 Concepts and Definitions, based on UN Census Manual	Executive Manager: Social Statistics	Qualified
Non-residential building	A <i>building</i> where the major part of the floor space is not intended for <i>dwelling</i> but for other purposes such as commercial or industrial.	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Other residential buildings	Include <i>institutions</i> for the disabled, boarding houses, old-age homes, <i>hostels</i> , <i>hotels</i> , motels, guest-houses, holiday chalets, bed-and-breakfast accommodation, entertainment centres and casinos.	Stats SA Selected building statistics of the private sector as reported by local government institutions, July 2005	Executive Manager: Short- term Indicators	Qualified

Term	Definition	Source	Ownership	Status
Other structures	All structures other than buildings.  Inclusions: Highways, streets, roads, bridges, etc.	Stats SA; National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Piped water in dwelling or on site	Piped water inside the <i>household's own dwelling</i> or in their yard. It excludes water from a neighbour's tap or a public tap that is not on site.	Stats SA General Household Survey, July 2004	Executive Manager: Social Statistics	Qualified
Residential buildings	<i>Buildings</i> that are used primarily as <i>residences</i> . Inclusions: <ul style="list-style-type: none"> <li>• dwelling houses;</li> <li>• flats;</li> <li>• holiday chalets;</li> <li>• hostels;</li> <li>• houses;</li> <li>• institutions for the disabled;</li> <li>• motels;</li> <li>• nursing homes;</li> <li>• old-age homes; and</li> <li>• townhouses.</li> </ul>	Provincial Government Expenditure – 2003/2004	Executive Manager: Financial Statistics	Qualified
Residential hotel	<i>Hotel</i> providing semi-permanent accommodation. See <i>tourist hotel</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Room	Space in a <i>housing unit</i> or other <i>living quarters</i> enclosed by walls reaching from the floor to the ceiling or roof covering, or to a height of at least two metres, of an area large enough to hold a bed for an adult, that is, at least four square metres.	Wikipedia online Encyclopaedia	Executive Manager: Social Statistics	Qualified
Semi-detached house	One of two <i>houses</i> joined together with one common wall. Each <i>house</i> usually has its own private ground and has no other <i>dwelling</i> below or above it.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Shack	See <i>dwelling, informal</i> .	Stats SA South Africa in transition report	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Special dwellings	<p>Dwellings or structures not privately occupied by a household but rather by individuals with one or more common characteristics.</p> <p>Compare <i>institution</i>.</p> <p>Note: Occupants are usually provided with communal meals served from a common kitchen. Other facilities such as bathrooms and laundries are also shared. These dwellings include institutions such as hospitals, prisons, homes for special-care citizens (e.g. aged, disabled, juvenile offenders, etc.), boarding schools and some workers' hostels.</p>	GHS	Executive Manager: Social Statistics	Draft
Tourist hotel	A <i>hotel</i> providing accommodation to short-term residents, e.g. <i>tourists</i> or other <i>travellers</i> such as business people. See <i>residential hotel</i> .	Stats SA Census 2001 Concepts and Definitions (adapted)	Executive Manager: Social Statistics	Qualified
Townhouse	A self-contained <i>dwelling</i> with private grounds within a common ground for other <i>dwellings</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Traditional dwelling	<p>A <i>dwelling</i> made of clay, mud, reeds or other locally available materials.</p> <p>Note: This is a general term that includes huts, rondavels, etc. Such <i>dwellings</i> can be found as single units or in clusters.</p>	Stats SA Non-financial census of municipalities for the year ended 30 June 2003	Executive Manager: Social Statistics	Qualified
Wattle and daub	A traditional construction method whereby walls are built with wooden sticks/poles and covered with mud or a mixture of mud and clay.	GHS	Executive Manager: Social Statistics	Draft
Workers' hostel	A communal living quarter for <i>workers</i> , provided by a public organisation such as a local authority, or a private organisation such as a mining company. These were residential dormitories established for migrant <i>workers</i> during the apartheid era, and they continue to house people working in certain industries, such as the mining industry.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified



**Demography**

Term	Definition	Source	Ownership	Status
Absent household member (interview)	A member of a <i>household</i> who was not present at the time of the interview. See <i>absent household member (reference night)</i> .	Suggestion from March 2005 Workshop	Executive Manager: Population Census	Qualified
Absent household member (reference night)	A person who is usually part of the <i>household</i> but was not present in the <i>dwelling on census night</i> . See <i>absent household member (interview)</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Census	Qualified
Acting head of household	Any member of the household acting on behalf of the head of the household.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Age	The interval of time between the day, month and year of birth and the day and year of occurrence of the event expressed in the largest completed unit of solar time such as years for adults and children, and months, weeks, days, hours or minutes of life, as appropriate, for <i>infants</i> under one year of age.	OECD glossary of statistical terms	Executive Manager: Demographic and Social Analysis	Qualified
Age in completed years	<i>Age</i> expressed as the number of years lived by an individual; the person's <i>age</i> at their last birthday. <i>Age</i> is also derived from the date of birth question and is the <i>age</i> at a person's last birthday.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Anthropometrics	Use of body measurements, such as height and weight, to determine a person's nutritional status.	LCS	Executive Manager: Household Budget Statistics	Qualified
Census	A survey conducted on the full set of observation objects belonging to a given population or universe.	UNECE	Executive Manager: Population Statistics	Qualified
Census date	The date officially proclaimed by the government for the <i>population census</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Census day	The day of the <i>population census date</i> . This is the reference day for persons who were away from home during <i>census night</i> for work, entertainment or travel, but returned home the following day without being counted elsewhere.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Census night	The night before the <i>census day</i> . The decisive point of time for being included in the census or not is set as midnight on that night.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Census phases	The three main phases of a census are: 1) the <i>pre-enumeration phase</i> for all planning of the census; 2) the <i>enumeration phase</i> for execution of fieldwork; and 3) the <i>post-enumeration phase</i> for data processing, analysis and dissemination of census results.	Stats SA Census 2001 Concepts and Definitions with extra detail	Executive Manager: Population Statistics	Draft
Child (relationship)	One's son or daughter.	British glossary	Executive Manager: Demographic and Social Analysis	Qualified
De facto census	A census in which people are enumerated according to where they stay on <i>census night</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
De jure census	A census in which people are enumerated according to where they usually live.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Divorced	<i>Marital status</i> where a person's <i>marriage</i> has been legally dissolved and he/she has not remarried.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Enumerator	A person who visits <i>households</i> or individuals in a specific enumeration area for the purpose of administration of questionnaires or for <i>self-enumeration</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Fieldwork station	An office or other place from where fieldwork is controlled. At the <i>fieldwork station</i> the boxes of questionnaires are distributed, collected, checked and registered.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Gender	Social distinction between males and females. See <i>sex</i> .	World Health Organisation	Executive Manager: Demographic and Social Analysis	Qualified
Gender analysis	The process of identifying and classifying the roles of women and men in a given community, their relations, access to and control over resources and benefits. It also includes a systematic examination of the different impacts (potential and/or actual) of a development programme on women and men.	UBOS	Executive Manager: Demographic and Social Analysis	Qualified
Head of the household	The main decision-maker, or the person who owns or rents the dwelling, or the person who is the main breadwinner.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft

Term	Definition	Source	Ownership	Status
Household	A group of persons who live together and provide themselves jointly with food and/or other essentials for living, or a <i>single</i> person who lives alone.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Household income (census)	Compare <i>household income</i> ( <i>household income and expenditure</i> ).	Stats SA Census 2001 metadata	Executive Manager: Income and Expenditure Survey	Draft
Household members	A person that resides with the household for at least four nights a week.  Note: Exclusions: <ul style="list-style-type: none"> <li>• Domestic workers, unless they are paid in kind.</li> <li>• Children at boarding school.</li> </ul>	GHS	Executive Manager: Social Statistics	Draft
In-mover	A person who was living in the <i>household</i> at the time of the <i>post-enumeration survey</i> but was not living in the <i>household</i> at the time of the census.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Language spoken most often in the household	The language most often used by the individual at home, whether or not they consider it their mother tongue.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Living together as a married couple	Two persons who live together in the same <i>household</i> as a <i>married</i> couple but who are not <i>married</i> to each other; a cohabiting couple.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Demographic and Social Analysis	Qualified
Marital status	Personal status of each individual in relation to the <i>marriage</i> laws or customs of a country. Customary unions are now recognised as a legal <i>marital status</i> . Categories under <i>marital status</i> include <i>single</i> , <i>married</i> , <i>living together as a married couple</i> , <i>divorced</i> , <i>separated</i> and <i>widowed</i> .	Stats SA Census 2001 Concepts and Definitions and added wording	Executive Manager: Demographic and Social Analysis	Qualified
Marriage	The act, ceremony or process by which the legal relationship of husband and wife is constituted. <i>Marriages</i> are categorised in South Africa as civil, religious, or traditional/customary. A <i>marriage</i> that was solemnised as civil as well as in either of the other ways is categorised as civil.	OECD (adapted)	Executive Manager: Demographic and Social Analysis	Qualified
Married	Having a husband or wife. See <i>marital status</i> .	Chambers 21 <sup>st</sup> Century Dictionary	Executive Manager: Demographic and Social Analysis	Qualified
Multiple households	Two or more households living in the same dwelling unit.	GHS	Executive Manager: Social Statistics	Draft

Term	Definition	Source	Ownership	Status
Non-contact	A situation where data collection is incomplete as the <i>enumerator</i> fails to make contact with a <i>household</i> at an address, or an individual in collective <i>living quarters</i> .	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Non-mover	A person who was living in the <i>household</i> at the time of the census and at the time of the <i>post-enumeration survey</i> .	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Out-mover	A person who was living in the <i>household</i> at the time of the census but was not living in the <i>household</i> at the time of the <i>post-enumeration survey</i> .	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Overcount	The number of persons or <i>households</i> inadvertently counted twice in a census.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Partner	One of two people <i>living together as a married couple</i> . Relationship of each to the other in a cohabiting couple.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
PES	See <i>post-enumeration survey</i> .	UN Stats	Executive Manager: Population Statistics	Qualified
Place of birth	For persons born in South Africa, the province where the person was born, according to the present geography. For foreign-born persons, the country where the person was born.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Place of enumeration	The place where the person was on <i>census night</i> (in a <i>de facto census</i> ), whether or not this is his/her usual place of <i>residence</i> .	Stats SA Tourism statistics component	Executive Manager: Population Statistics	Qualified
Place of usual residence	The geographical place where the person resides four nights a week on average. Usually collected at <i>subplace</i> level.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Population census	A survey conducted on the whole population.	Principles and recommendatio ns for population and housing censuses, Rev 1 1998, UN	Executive Manager: Population Statistics	Qualified
Population group	A group with common characteristics (in terms of descent and history), particularly in relation to how they were (or would have been) classified before the 1994 elections. The following categories are provided in the census: Black African, coloured, Indian or Asian, white, other.	Stats SA Census 2001 Concepts and	Definitions Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Post-enumeration phase	The stage of the census after all questionnaires have been administered and collected.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Post-enumeration survey	A <i>sample survey</i> conducted immediately after the census to evaluate the census. Adjustments for <i>undercount</i> or <i>overcount</i> are then made to the census results based on the results of the <i>PES</i> .	UNSD	Executive Manager: Population Statistics	Qualified
Pre-enumeration phase	The stage of the census during which all preparatory work is carried out.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Race	Deprecated. Use <i>population group</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Demographic and Social Analysis	Superseded
Relationship to the head or acting head of the household	Relationship through blood, <i>marriage</i> , adoption or other circumstance.	Stats SA Census 2001 Concepts and Definitions adapted to cover non-related persons	Executive Manager: Population Statistics	Draft
Responsible adult	If the household head is not available for an interview it is possible to speak to another responsible adult in the household.	GHS	Executive Manager: Social Statistics	Draft
Separated	Situation where a <i>married</i> couple have parted without divorcing, thus allowing for reuniting if they wish at some time in the future. This is not a legal <i>marital status</i> under South African law, and is therefore self-defined.	UBOS (adapted)	Executive Manager: Demographic and Social Analysis	Qualified
Separated, legally	Situation where a <i>married</i> couple have entered a court or written agreement describing the terms under which they will live apart while remaining <i>married</i> . Legal separation is a possible step towards divorce, but also allows for the couple to reunite.	www.quizlaw.com (adapted)	Executive Manager: Demographic and Social Analysis	Qualified
Sex	Biological distinction between males and females. See <i>gender</i> .	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Sex ratio	The ratio of the number of males to the number of females, usually expressed as a percentage.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Single (common usage)	Person who is not <i>married</i> or cohabiting. Compare <i>single (legal)</i> . See <i>marital status</i> .	Suggested by review group	Executive Manager: Demographic and Social Analysis	Qualified
Single (legal)	Person who has never been <i>married</i> . Compare <i>single (common usage)</i> . See <i>marital status</i> .	UBOS	Executive Manager: Demographic and Social Analysis	Qualified
Undercount	The number of people or <i>households</i> that were not counted in the census.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Widow	Woman whose husband has died and who has not <i>married</i> again. See <i>marital status</i> .	Wikipedia online Encyclopaedia	Executive Manager: Demographic and Social Analysis	Qualified
Widowed	<i>Marital status</i> of a person whose spouse has died and who has not <i>married</i> again. See <i>widow</i> and <i>widower</i> .	Wikipedia online Encyclopaedia	Executive Manager: Demographic and Social Analysis	Qualified
Widower	Man whose wife has died and who has not <i>married</i> again. See <i>marital status</i> .	Wikipedia online Encyclopaedia	Executive Manager: Demographic and Social Analysis	Qualified
Youth	Young person typically between the ages of 14 and 25 or 35. The exact <i>age</i> range must be specified in any analysis.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified

**Education**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Access to education	The opening of the way, through legislation and a conducive environment, for everybody to gain access to opportunities that lead to some perceived benefits.	A dictionary of South African Education and Training, 2000	Executive Manager: Population Statistics	Qualified
Adult Basic Education and Training	All learning and training programmes for adults from levels 1 to 4, where ABET level 4 is equivalent to grade 9 in public schools, or a National Qualifications Framework level 1, as stipulated in the South African Qualifications Authority Act, (Act 58 of 1995).	South African Qualifications Authority Act, (Act 58 of 1995)	Executive Manager: Population Statistics	Qualified
Age-specific enrolment ratio	Percentage of the population of a specific age enrolled, irrespective of the level of education.	UIS – Education Indicators – Technical Guidelines	Executive Manager: Population Statistics	Qualified
Attend (educational institution)	Enrolled at and going regularly to any accredited educational institution (public or private) for organised learning at any level of education. Attendance can be full-time or part-time, and distance learning is included. Temporary absence, e.g. due to illness, does not interrupt attendance.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Basic education	Nine years of schooling from grade 1 to grade 9.	Department of Education: GET Schools	Executive Manager: Population Statistics	Qualified
Compulsory education	The number of years or the age-span during which children and youth are legally obliged to attend school.	UBOS	Executive Manager: Population Statistics	Draft
Crude enrolment ratio	Percentage of the total enrolment at all levels to the total population.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Distance learning	Study by means of correspondence, telecommunication media or computer programmes. Courses are self-instructional and two-way communication takes place between student and the institution. Learners need not be on campus to attend classes but can continue their normal work programmes at home.	A dictionary of South African Education and Training, 2000, published by Hodder & Stoughton Educational Southern Africa by Steward Mothata Eleanor Lemmer, Thobekama and Fanie Pretorius. [Mothata]	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Drop-out rate	Percentage of learners enrolled in a given grade or level of education in a given academic year who are not enrolled in any grade or level of education in the following year. See survival rate (education).	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Drop-out rate	Learners who leave the education system without completing a given grade.  <i>The drop-out rate is calculated as a residual figure which is derived after the repetition and promotion rates are calculated. The drop-out rate in a particular grade for a particular year is calculated by simply deducting the repetition and promotion rate for that particular grade and year from 100%.</i>	Department of Education: Trends in Macro Indicators: South Africa, December 2008	Executive Manager: Population Statistics	Qualified
Education institution	Any institution providing education.  Inclusions: early childhood education, primary, secondary, further or higher education, institution providing specialised, vocational, adult, distance or community education.	National Education Policy Act (Act No. 27 of 1996)	Executive Manager: Population Statistics	Qualified
Educational achievement	Deprecated. Use <i>highest level of education or educational attainment</i> .	FAO	Executive Manager: Population Statistics	Supersede d
Educational attainment	See <i>highest level of education</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Educational institution	Any registered institution whose sole or main purpose is the provision of education, including preschool, tertiary, adult education, etc.	UBOS	Executive Manager: Population Statistics	Qualified
Educational level	Educational level is aggregated into no formal education, primary school (grade 1 to grade 7), secondary school (grade 8 to grade 12) diploma or certificate without grade 12 (from lower to grade 11), diploma or certificate with grade 12, degree and other post-graduate degree.	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Draft education
Educator	Any person who teaches, educates or trains other persons or who provides professional educational services.	Employment of Educators Act, 1998 (Act No. 76 of 1998)	Executive Manager: Population Statistics	Qualified



<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Enrolled learner	A learner who is registered at a school.	Department of Education: Technical Committee	Executive Manager: Population Statistics	Qualified
Enrolment	The act of officially being admitted to a programme of study.	OECD, Handbook for internationally comparative Education Statistics, concepts, standards, definitions and classification.	Executive Manager: Population Statistics	Qualified
Enrolment ratio	Proportion of the population in a specified age group attending school to the total population in that age group.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Field of study	The area of concentration of tertiary studies.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Formal education	The education attained at an educational institution that follow a given approved curriculum.	UBOS	Executive Manager: Population Statistics	Qualified
Grade	That part of an educational programme which a learner may complete in one school year, or any other education programme which the members of the Executive Council may deem equivalent thereto.	South African Schools Act 84 of 1996 (Act No. 84 of 1996)	Executive Manager: Population Statistics	Qualified
Grade-specific enrolment ratio	Ratio of the enrolment in a specific class to the total enrolment at all levels.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Graduate	A student who has successfully completed all requirements of an educational programme and has been awarded a certificate of completion.	The International Encyclopedia of education, Second Edition, Husen and Postlethwaite, University of Stockholm, Sweden by Torsten Husen and University of Hamburg, German by T. Neville Postlewaite, 12 volumes.[Husen]	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Gross enrolment ratio (GER)	The total enrolment of pupils in a grade or cycle or level of education, regardless of age, expressed as percentage of the corresponding eligible official age-group population in a given school year.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Higher education	All learning programmes leading to qualifications higher than grade 12 or its equivalent in terms of the National Qualifications Framework as contemplated in the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995), including tertiary education as contemplated in schedule 4 of the Constitution.	Higher Education Act, 1997 (Act No. 101 of 1997)	Executive Manager: Population Statistics	Qualified
Higher education institution	Any institution that provides higher education on a full-time or part-time basis, and which is established or deemed to be established as a public higher education institution under the Higher Education Act, 1997; and declared as a public higher education institution under the Higher Education Act, 1997.	Higher Education Act, 1997 (Act No. 101 of 1997)	Executive Manager: Population Statistics	Qualified
Highest level of education	The highest grade completed at school or the highest post-school qualification obtained. Synonym is <i>educational attainment</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Home education	A programme of education that a parent of a learner(s) may provide to his/her child at their own home. In addition a parent may, if necessary, enlist the specific services of a tutor for specific areas of the curriculum; or a legal independent form of education, alternative to attendance at a public or an independent school.	National Education Policy Act, 1996 (Act No. 27 of 1996)	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Informal learning	Learning that has been acquired outside a formal course of study taken at a post-secondary institution.  Also expressed as non-formal or experiential learning.	OECD, Handbook for Internationally comparative Education Statistics, concepts, standards, definition and classification.	Executive Manager: Population Statistics	Qualified
Intake rate	The proportion of children, out of all children of admission age, who are coming to school for the first time.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Late starters rate	The proportion of all admissions to Grade 1 that are over the official admission age (over 7 years).	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Learner	Any person receiving education or obliged to receive education in terms of the South African Schools Act, 1996 (Act No. 84 of 1996).	South African Schools Act, 1996 (Act 84 of 1996)	Executive Manager: Population Statistics	Qualified
Learner-educator ratio	Average number of learners per educator at a specific level of education in a given school year.	UNESCO Institute of Statistics, (undated). Education Indicators Technical Guidelines	Executive Manager: Population Statistics	Qualified
Learning area	The domains through which learners in the GET and FET bands experience a balanced curriculum. They serve as a sound basis for developing the learning programme to be implemented in schools. Eight learning areas were identified for GET and FET bands. Deprecated term is 'subject'.	A dictionary of South African Education and Training, 2000, published by Hodder & Stoughton Educational Southern Africa by Steward Mothata, Eleanor Lemmer, Thobeka Mda and Fanie Pretorius	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Literacy	Ability to read and write with understanding in any language. A person is literate who can, with understanding, both read and write a short simple statement on his everyday life.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Literacy rate	The proportion of the population above 15 years of age who can write and read with understanding, usually expressed as a percentage of the total population above that age.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Literacy ratio	The proportion of the population above 15 years of age who can write and read with understanding, expressed as a percentage of the total population of the same age.	UBOS	Executive Manager: Population Statistics	Qualified
Non-formal education	Non-formal education may take place both within and outside educational institutions, and may cater to persons of all ages. Depending on country contexts, it may cover educational programmes to impact adult literacy, basic education for out-of-school children, life-skills, work-skills, and general culture. Non-formal education programmes do not necessarily follow the ladder system, may have varying duration, and may or may not confer certification of the learning achieved.	International Standards Classification of Education, ISCED 1997, p41	Executive Manager: Population Statistics	Qualified
Part-time student	A student who does not receive full-time tuition.	National Education Policy Act (27/1996)	Executive Manager: Population Statistics	Qualified
Promotion rate	Percentage of learners promoted to the next grade in the following school year.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Pupil-teacher ratio	Total number of students enrolled in a given school divided by the total number of educators in the same school. Synonym is <i>learner-educator ratio</i> .	Stats SA Population Census	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Qualification	<p>1. A formal recognition of the achievement of the required number and range of credits and such other requirement at specific levels of the National Qualifications Framework as may be determined by the relevant bodies registered for such purpose.</p> <p>2. Degree, diploma or certificate which an institution awards to a student on the successful completion of a programme of studies. Qualifications are placed in to categories: Approved: those approved by the Minister of Education for government subsidy purpose.</p>	<p>General and Further Education and Training Quality Assurance Act, Number 58 of 2001. [GFETQA_Act]</p> <p>Glossary-Specification for unit Record Student Staff and Building space collection, HEMIS documentation , 2008, Adapted from the SAPSE Manual</p>	Executive Manager: Population Statistics	Qualified
Repeater	A student who enrolls in the same grade or year of study of the same educational programme for a second or further time.	OECD Handbook for Internationally Comparative Education Statistics: Concepts , standards, definitions and classifications , 2004	Executive Manager: Population Statistics	Qualified
Repetition rate	The percentage of learners who are enrolled in the same grade in the current school year as in the previous school year.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Scholar	A person attending primary or secondary school.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
School	An educational institution or that part of such an institution at which education and training, including pre-primary education, is provided and which is maintained, managed and controlled or subsidised by a provincial education department, excluding a university and technikon.	Employment of Educators Act, 1998 (Act 76 of 1998)	Executive Manager: Population Statistics	Qualified
Student	A person attending a college, university or some other post-school educational institution, whether part-time or full-time.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Survival rate (education)	The percentage of a learner cohort that enters together in the first grade of primary education and that reaches a given grade (e.g. Grade 5) or the final grade of an education cycle, either with or without repeating a grade. See <i>drop-out rate</i> .	Stats SA Population Census	Executive Manager: Population Statistics	Qualified

**Energy**

Term	Definition	Source	Ownership	Status
Crude oil	A mineral oil consisting of a mixture of hydrocarbons of natural origins; yellow to black in colour and of variable viscosity.	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Electricity for cooking, heating and/or lighting	Electricity from the public supplier.	Stats SA General Household Survey, July 2004	Executive Manager: Social Statistics	Qualified
Electricity tokens	Tokens to the equivalent of the free basic electricity that <i>households</i> are entitled to and for use in pre-paid electricity systems.	GHS	Executive Manager: Social Statistics	Qualified
Electricity undertaking	An undertaking concerned with the generation or transmission and distribution of electricity, including electrical power installations, which as subsidiary divisions of undertakings produce electricity for regular use by these undertakings.	Stats SA Electricity generated and available for distribution, July 2005	Executive Manager: Social Statistics	Qualified
Free basic electricity	An amount of electricity determined by government that should be provided free to poor <i>households</i> to meet basic needs, currently set at 50 kWh per month per <i>household</i> .	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Social Statistics	Qualified
Gigawatt-hour (gWh)	One <i>gigawatt-hour</i> of electricity is equal to one million kilowatt-hours. A kilowatt-hour is the basic unit of electrical energy equal to one kilowatt of power supplied to or taken from an electric circuit steadily for one hour. One kilowatt-hour equals one thousand watt-hours.	Stats SA Electricity generated and available for distribution, August 2006	Executive Manager: Short-term Indicators	Draft
Index of physical volume of electricity production	A statistical measure of the change in the volume of production of electricity in a given period and the volume of production of electricity in the base period.	Stats SA Electricity generated and available for distribution, August 2006	Executive Manager: Short-term Indicators	Qualified
Mains	The general purpose Alternating Current (AC) electrical power supply.	GHS	Executive Manager: Social Statistics	Draft
Natural gas	Consists mainly of methane occurring naturally in underground deposits. It may be associated with free gas.	Stats SA Energy accounts for South Africa, 1995, 2001	Executive Manager: National Accounts	Qualified

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Non-renewable natural resources	Exhaustible <i>natural resources</i> such as mineral resources (coal or uranium) that cannot be regenerated after exploitation.	Stats SA Energy accounts for South Africa, 1995–2001	Executive Manager: National Accounts	Qualified
Unit of electricity	One <i>unit of electricity</i> is equal to 1 kilowatt-hour (kWh). One <i>gigawatt-hour</i> (gWh) of electricity is equal to one million kilowatt-hours.	Stats SA Electricity generated and available for distribution, July 2005	Executive Manager: Social Statistics	Draft



**Environment**

Term	Definition	Source	Ownership	Status
Biota	Refers to the flora and fauna of a specific region or country.	Stats SA Stats SA Energy accounts for South Africa, 1995–2001 April 2005	Executive Manager: National Accounts	Qualified
Buy-back centre	A place where people or households bring recyclable products with the intention of selling them.	GHS	Executive Manager: Social Statistics	Qualified
Catchment	An area on which rain falls and from which the water runs into a particular river.	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified
Environmental protection	Measures that are planned, implemented and controlled to avoid/alleviate the impact of human-originated pollution and natural disasters on biodiversity.	Local government	Executive Manager: Financial Statistics	Qualified
Evapotranspiration	The combined loss of water by evaporation from soil or surface water and transpiration from plants and animals.	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified
Groundwater	Fresh water beneath the earth's surface (usually in aquifers) supplying wells and springs.	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified
Mean annual runoff	Average annual flow under natural conditions. (This definition is dependent on the runoff regime for each river basin).	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified
Natural resources	Natural assets (raw materials) occurring in nature that can be used for <i>economic production or consumption</i> .	Stats SA Energy accounts for South Africa, 1995–2001	Executive Manager: National Accounts	Qualified
Sanitation	Principles and practices relating to the collection, removal or disposal of human excreta, <i>household</i> waste water and refuse, as they impact upon people and the environment.	Jacky Burke: Sanitation policy for the city of Johannesburg. Environmental Planning and Management, City of Johannesburg, October 2002.	Executive Manager: Social Statistics	Qualified
State parks and recreational land	This includes golf courses, caravan parks, nature reserves, forest areas, state land, public entertainment areas, parks and botanical gardens.	GHS	Executive Manager: Social Statistics	Qualified

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Toilet	Installation for the disposal of human excreta.	Wikipedia online Encyclopaedia	Executive Manager: Social Statistics	Qualified
Toilet facility	Installation or system for the disposal of human excreta.	March 2005 Workshop	Executive Manager: Social Statistics	Qualified
Waste Management (refuse removal)	The collection, treatment and disposal of waste.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Waste Management (sewerage and sanitation)	Sewerage system operations and waste water treatment.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Water management area	An area defined for specific water management purposes.	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified

**Geography**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
09 book (Geography)	A document code for an <i>enumerator's summary book</i> .	Workshop group: March 2005	Executive Manager: Population Statistics	Qualified
Address, physical	Hierarchical combination of elements that results in a unique identifier for a structure or land parcel. See <i>primary address, secondary address, postal address</i> .	UN	Executive Manager: Geographic Services	Qualified
Administrative area	An area that falls under a recognised jurisdiction, such as a magisterial district or a municipality. It is bounded by a legally defined line.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Draft
Cadastre	A public register showing details of ownership, tenure and value of individual parcels of land.	LCS	Executive Manager: Geographic Services	Qualified
Census geography	The spatial divisions into which the country is demarcated for the purpose of census <i>enumeration</i> , as well as to facilitate data processing and analysis.  Note: It also provides the <i>sampling frame</i> for other surveys.	Stats SA Census 2001 Concepts and Definitions (adapted)	Executive Manager: Geographic Services	Qualified
Demarcation, census	The process of dividing the land into <i>enumeration areas</i> , with clear boundaries and of a defined <i>enumeration area type</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Density, population	The number of people per given area. See <i>size and density of locality</i> .	Adapted: Standard Dictionary of Geography (De Jager – Haum, 1983)	Executive Manager: Geographic Services	Qualified
District management area	An area managed by a <i>district municipality</i> .	Municipal Demarcation Board	Executive Manager: Geographic Services	Qualified
DMA	See <i>district management area</i> .	Municipal Demarcation Board	Executive Manager: Geographic Services	Qualified
DU	See <i>dwelling unit</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Dwelling	Any structure intended or used for human habitation. Synonym is <i>living quarters</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Dwelling, informal	See <i>informal dwelling</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Dwelling, traditional	A <i>dwelling</i> made primarily of clay, mud, reeds or other locally available natural materials. Such <i>dwellings</i> can be found as single units or in clusters.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Dwelling unit (DU)	Structure or part of a structure or group of structures occupied or meant to be occupied by one or more than one <i>household</i> . Includes structure or part of a structure which is vacant and/or under construction, but can be lived in at the time of the <i>survey</i> . Includes units in <i>collective living quarters</i> , unlike a <i>housing unit</i> . <i>Dwelling units</i> may therefore comprise <i>housing units</i> plus units in <i>collective living quarters</i> when applicable.	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Dwelling unit number	A number assigned to a private dwelling during listing.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
EA	See <i>enumeration area</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Enumeration	The process of counting all the members of a given <i>population</i> and collecting demographic and other information about each person. See <i>direct interview</i> and <i>self-enumeration</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Enumeration area (EA)	The smallest geographical unit (piece of land) into which the country is divided for census or <i>survey</i> purposes. See <i>enumeration area type</i> .	Stats SA Census 2001 Concepts and Definitions (amended)	Executive Manager: Geographic Services	Qualified
Enumeration area number	A unique number given to an <i>EA</i> for the purpose of record-keeping and coding.	Stats SA Census 2001 Concepts and Definitions (shortened)	Executive Manager: Geographic Services	Qualified
Enumeration area type	The <i>classification of enumeration areas</i> according to set criteria profiling land use and human settlement within the area.  Note: Not to be confused with <i>geography type</i> , which is a broader <i>classification</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Enumeration period	The proclaimed period within which <i>enumeration</i> should be conducted.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Census	Qualified

Term	Definition	Source	Ownership	Status
Enumeration phase	The stage of the <i>population census</i> process that involves counting the people. During this phase, <i>enumerators</i> visit every <i>household</i> and all collective <i>living quarters</i> to administer questionnaires. See <i>census phases</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Enumerator	A person who visits <i>households</i> or individuals in a specific <i>enumeration area</i> for the purpose of administration of questionnaires or for <i>self-enumeration</i> .	Stats SA Census 2001 Concepts and Definitions (adapted)	Executive Manager: Population Statistics	Qualified
Enumerator's summary book	A register of <i>demarcation</i> and <i>listing</i> information pertaining to a particular <i>EA</i> , known colloquially as the <i>09 book</i> , which identifies an <i>EA</i> by province, local authority, <i>main place</i> name and <i>subplace</i> name, and by means of maps and/or aerial photographs. Used during <i>enumeration</i> to record key information such as visits or attempted visits, and total <i>households</i> and people counted.	Stats SA Census 2001 Concepts and Definitions (adapted)	Executive Manager: Population Statistics	Qualified
Erf/erven	A unique 21-digit number assigned to an individual <i>erf</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Feature use (re addressing)	<i>Classification</i> of structures as per main use.	Stats SA Geography component for addressing project	Executive Manager: Geographic Services	Qualified
Formal dwelling	A structure built according to approved plans, i.e. <i>house</i> on a separate <i>stand</i> , <i>flat</i> or apartment, <i>townhouse</i> , <i>room</i> in backyard, <i>rooms</i> or flatlet elsewhere. Contrasted with <i>informal dwelling</i> and <i>traditional dwelling</i> .	UN	Executive Manager: Social Statistics	Qualified
Geographical Information System (GIS)	A system of hardware, software and procedures designed to support the capture, management, manipulation, analysis, modelling and display of spatially referenced data.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Geographical targeting	An approach whereby tariffs are set on an area with the assumption that consumers living in that area have the same socio-economic profile.	Local government	Executive Manager: Financial Statistics	Qualified
Geography types	<i>Classification</i> according to settlement characteristics.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geography	Qualified

Term	Definition	Source	Ownership	Status
High density	See <i>density, population</i> .	Stats SA Census 2001 Concepts and Definitions, version 2 (terms added)	Executive Manager: Geography	Qualified
Informal dwelling	A makeshift structure not erected according to approved architectural plans, for example <i>shacks</i> or shanties in <i>informal settlements</i> or in backyards.	Stats SA Non-financial census of municipalities for the year ended 30 June 2003	Executive Manager: Social Statistics	Qualified
Informal settlement	An unplanned settlement on land that has not been surveyed or proclaimed as residential, consisting mainly of <i>informal dwellings (shacks)</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Institution (demarcation)	All <i>collective living quarters</i> other than <i>hostels</i> – one of ten geographical <i>EA</i> types. See <i>enumeration area type</i> . Compare <i>institution (enumeration)</i> under <i>Housing and services</i> .	Stats SA Census 2001 Concepts and Definitions manual, based on Stats SA Demarcation manual (and application of Geography in Stats SA)	Executive Manager: Population Census	Draft
Institution (enumeration)	Communal place of <i>residence</i> for people with a common characteristic, such as a hospital, school hostel, prison, defence force barracks or convent.	Stats SA Census 2001 Concepts and Definitions manual, based on UN Census Manual	Executive Manager: Social Statistics	Qualified
Listing	A compilation of a register of all dwellings and other structures in a given Enumeration Area.		Executive Manager: Population Census	Draft
Location (statistical unit)	The province from which a <i>statistical unit</i> operates (compare to <i>Physical address</i> ).	Operational manual	Executive Manager: Business Frame	Qualified
Magisterial district	Subdivision of the country for the administration of the judicial system as proclaimed by the Department of Justice.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographical Services	Qualified
Mailing address	An address that is used for mailing and receiving posted mails.	Operational manual	Executive Manager: Business Frame	Qualified

Term	Definition	Source	Ownership	Status
Main place	First level of <i>place names</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographical Services	Qualified
Municipal code	A reference number that identifies a <i>municipality</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Municipality	The area of jurisdiction of the third sphere of government, after national and provincial.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Non-urban	Any area not classified as <i>urban</i> . See <i>geography type</i> . See also <i>density</i> , <i>population</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Draft
Physical address	An address indicating or stating an exact vicinity or place.	Operational manual	Executive Manager: Business Frame	Qualified
Physical address (Geography)	Hierarchical combination of elements that results in a unique identifier for a structure or land parcel. See <i>primary address</i> , <i>secondary address</i> , and <i>postal address</i> .	UN	Executive Manager: Geographic Services	Qualified
Place name	The civic entities below the level of <i>municipality</i> in the <i>census geography</i> hierarchy. See <i>main place</i> and <i>subplace</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Postal address	A unique identifier for delivering post to an individual or organisation.	Workshop group: March 2005	Executive Manager: Geographic Services	Qualified
Primary address	<i>Physical address</i> of a land parcel or structure.	National address system Concepts and Definitions	Executive Manager: Geographic Services	Qualified
Rural	Farms and <i>traditional areas</i> characterised by low <i>population</i> densities, low levels of <i>economic activity</i> and low levels of <i>infrastructure</i> .	Census 2011	Executive Manager: Geographic Services	Qualified
Rural area	Any area that is not classified <i>urban</i> . Rural areas may comprise one or more of the following: tribal areas, commercial farms and informal settlements. See <i>settlement type</i> .		Executive Manager: Population Census	Proposal
Secondary address	A unique identifier for a sub-unit within a structure or land parcel.	Workshop group: March 2005	Executive Manager: Geographic Services	Qualified

Term	Definition	Source	Ownership	Status
Segmentation	The listing procedure used in informal settlements to sub-divide the area into smaller parts that are defined by boundaries such as footpaths, dirt/gravel roads etc., and other prominent land marks.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Settlement type	Deprecated. Use <i>geography type</i> .	Workshop group: March 2005	Executive Manager: Geographic Services	Superseded
Size and density of locality	A <i>classification</i> of geographical areas into <i>high density</i> or large settlement, and <i>low density</i> .  Note: This variable provides an alternative basis of analysis to the <i>urban/rural classification</i> .	Investigation into appropriate definitions for urban and Rural in South Africa: Discussion document  Stats SA Census 2001 Concepts and Definitions, version 2	Executive Manager: Geographic Services	Qualified
Sketch map	A hand-drawn map of an area.  Note: <i>Sketch maps</i> do not possess the high order of accuracy contained in topographic maps.		Executive Manager: Social Statistics	Draft
Smallholdings	A piece of land smaller than a farm used for cultivation of vegetables or the breeding of animals.		Executive Manager: Population Census	Draft
Squatter area	See <i>informal settlement</i> .	Stats SA South Africa in transition report	Executive Manager: Social Statistics	Qualified
Stand	See <i>erf</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Student	A person <i>attending</i> a college, university or some other post-school <i>educational institution</i> , whether part-time or full-time.	Stats SA Social Statistics	Executive Manager: Household Budget Statistics	Qualified
Subplace	Second (lowest) level of <i>place names</i> . See <i>main place</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Geographic Services	Qualified



Term	Definition	Source	Ownership	Status
Suburb	Areas within a town or city proclaimed or set aside mainly for residing purposes. See <i>informal settlement</i> and <i>subplace</i> .	Stats SA Census 2001 Concepts and Definitions (amended)	Executive Manager: Geographic Services	Qualified
Tenant	Person who occupies a <i>housing unit</i> which is not his/her property and who pays (in money or in kind) for using the unit as <i>living quarters</i> for his/her <i>household</i> .	Stats SA Survey of large scale agriculture	Executive Manager: Social Statistics	Qualified
Township (surveying)	An area proclaimed as such by a local authority profiling a specific land use unique to <i>urban</i> functions.	Workshop group: March 2005	Executive Manager: Geographic Services	Qualified
Traditional area	Communally owned land under the jurisdiction of a traditional leader.	Workshop group: March 2005	Executive Manager: Geographic Services	Qualified
Tribal area	Deprecated. Use <i>traditional area</i> .	Workshop group: March 2005	Executive Manager: Geographic Services	Superseded
Tribal settlements	An area that is legally proclaimed to be under tribal authorities.		Executive Manager: Population Census	Draft
Unit ID	See <i>unit identifier</i> .	Stats SA Geography component for address project	Executive Manager: Geographic Services	Qualified
Unit identifier	A unique number for each structure on a land parcel, e.g. number assigned by the local authority or a service provider.	Stats SA Geography component for address project	Executive Manager: Geographic Services	Qualified
Unoccupied dwelling	A <i>dwelling</i> whose inhabitants are absent at the time of the visit or during the <i>reference period</i> during a census or <i>survey</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Urban	Formal cities and towns characterised by higher <i>population</i> densities, high levels of economic activities and high levels of <i>infrastructure</i> .	Stats SA Census 2011	Executive Manager: Geographic Services	Qualified
Urban area	A continuously built-up area with characteristics such as type of economic activity and land use. Cities, towns, townships, suburbs, etc. are typical urban areas. An urban area is one which was proclaimed as such (i.e. in an urban municipality under the old demarcation) or classified as such during census demarcation by the Geography department of Stats SA based on their observation of the aerial photographs or on other information. See <i>settlement type</i> and <i>EA type</i> .		Executive Manager: Population Census	Proposal

Term	Definition	Source	Ownership	Status
Urban settlements (formal)	Urban settlements (formal) occur on land that has been proclaimed as residential. A formal urban settlement is usually structured and organised. Plots or erven make up a formal and permanent arrangement. A local council or district council controls development in these areas. Services such as water, sewage, electricity and refuse removal are provided; roads are formally planned and maintained by the council. This includes suburbs and townships	QLFS	Executive Manager: Household Labour Market Statistics	Draft
Urban settlements (informal)	Urban informal settlements, or 'squatter camps', are usually located in urban areas. The dwelling units in informal settlements are usually made of materials such as zinc, mud, wood, plastics, etc. They are typically disorderly and congested and are sometimes referred to as squatter settlements.	QLFS	Executive Manager: Household Labour Market Statistics	Draft
Vacant dwelling	A <i>dwelling</i> that is uninhabited, i.e. no one lives there.	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Vacant land	A land not currently being used.		Executive Manager: Population Census	Draft
Vacant stand	A <i>stand</i> , fenced or unfenced, which has no observable structure erected on it.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Village	A <i>settlement</i> located within a <i>traditional area</i> .	Stats SA Census 2001 Concepts and Definitions (amended)	Executive Manager: Geographic Services	Qualified

**Health**

Term	Definition	Source	Ownership	Status
Age-specific fertility	The number of <i>live births</i> in a given year per 1 000 women or per woman in each childbearing <i>age</i> group from 15–19 up to 45–49.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Birth weight	Weight within the first hour of life before a significant postnatal weight loss has occurred.	UN definition (modified)	Executive Manager: Demographic and Social Analysis	Qualified
Body Mass Index	A statistical measure of the weight of a person scaled according to height, used to estimate if a person is underweight or overweight.	LCS	Executive Manager: Household Budget Statistics	Qualified
Causes of death	All those diseases, morbid conditions or injuries which either resulted in or contributed to <i>death</i> and the circumstances of the accident or violence which produced any such injuries.	ICD (Version 10) OECD/UNSD	Executive Manager: Health and Vital Statistics	Qualified
Child mortality	<i>Deaths</i> per 1 000 children that survive to their first birthday. See <i>infant mortality, child mortality, neonatal mortality, post-neonatal mortality, and under-five mortality.</i>	Health System Trust	Executive Manager: Demographic and Social Analysis	Qualified
Children ever born	All children born to a woman, whether in or out of <i>marriage</i> , whether born in a present or a previous <i>marriage</i> or union, and whether living or dead at the time of the census. <i>Stillbirths</i> (children born dead) are not included.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Demographic and Social Analysis	Qualified
Contributing causes of death	Morbid conditions, if any, giving rise to the <i>immediate cause of death.</i>	Stats SA Mortality and causes of death in South Africa, 1997–2003: Initial findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Crude birth rate	The number of <i>live births</i> observed in a <i>population</i> over a given period relative to the size of the <i>population</i> as estimated at the middle of that time period. The rate is usually stated per 1 000 and the most usual period is one year.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Crude death rate	The number of <i>deaths</i> in a year per 1 000 mid-year <i>population</i> of a specific year. It is the ratio of the annual number of <i>deaths</i> occurring to the number exposed to the risk of dying during the <i>reference period.</i>	OECD	Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Current live births	Births occurring in a specific year and registered within the same year	Stats SA: Recorded Live Births, 2005	Executive Manager: Health and Vital Statistics	Qualified
Death	Is a principal event and is the disappearance of life at any time after birth has taken place.	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: Findings from death notification	Executive Manager: Health and Vital Statistics	Draft
Disability	A physical or mental <i>handicap</i> which has lasted for six months or more, or is expected to last at least six months, which prevents the person from carrying out daily activities independently, or from participating fully in educational, economic or social activities. See <i>handicap</i> and <i>impairment</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Draft
Fertility	The childbearing status of women, couples, groups or the <i>population</i> (only <i>live births</i> ).	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Handicap	Constraints on the relationship between the person with a <i>disability</i> and the social and physical environment, for example, in the areas of education, <i>occupation</i> , information or communication. See <i>impairment</i> .	OECD	Executive Manager: Population Statistics	Qualified
HIV	See <i>Human immunodeficiency virus</i> .	Stats SA Mortality and causes of death in South Africa, 2003 and 2003: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Immediate cause of death	The disease or condition directly leading to <i>death</i> .	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Impairment	Loss or deviation of physiological, neurological or anatomical structure or function of an organ or body part. See <i>handicap</i> .	OECD	Executive Manager: Population Statistics	Qualified
Infant	A baby who has not attained his/her first birthday.	UBOS (amended)	Demography	Qualified

Term	Definition	Source	Ownership	Status
Infant and child mortality rates	See <i>neonatal mortality, post-neonatal mortality, under-five mortality and child mortality</i> . All rates are expressed as <i>deaths per 1 000 live births</i> , except <i>child mortality</i> , which is expressed as <i>deaths per 1 000 children surviving to the first birthday</i> .	UN	Executive Manager: Demographic and Social Analysis	Qualified
Infant deaths	Number of <i>deaths</i> of children under one year occurring in the same year.	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Kwashiorkor	A type of malnutrition caused by insufficient protein consumption.	LCS	Executive Manager: Household Budget Statistics	Qualified
Last child born	The last <i>child</i> born alive, whether still living or not.	Stats SA Census 2001 Concepts and Definitions	Demography	Qualified
Late birth registrations	Births occurring in a given calendar year but recorded in subsequent calendar years.	Stats SA Recorded Live Births, 2004	Executive Manager: Health and Vital Statistics	Qualified
Leading underlying cause of death	The most frequent <i>underlying cause of death</i> in any given <i>population</i> .	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Life expectancy	An estimate of the average number of additional years a person could expect to live if the age-specific <i>death</i> rates for a given year prevailed for the rest of his/her life. This can be derived for either males or females and is, in most <i>populations</i> , slightly higher for females. <i>Life expectancy</i> is normally determined at birth but can be derived at any other age based on the current <i>death</i> rates.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Live birth	The complete expulsion or extraction from its mother's womb of a product of conception, irrespective of the duration of the pregnancy, which after such separation, breathes or shows any other evidence of life.	Stats SA Recorded Live Births, 2004	Executive Manager: Health and Vital Statistics	Qualified
Malnutrition	A medical condition caused by an improper or inadequate diet or nutrition.  See <i>kwashiorkor/wasting; marasmus, stunting</i> .	LCS	Executive Manager: Household Budget Statistics	Qualified

Term	Definition	Source	Ownership	Status
Marasmus	A form of severe protein-energy malnutrition characterised by energy deficiency.	LCS	Executive Manager: Household Budget Statistics	Qualified
Maternal mortality rate	Number of female <i>deaths</i> that occurred during pregnancy, childbirth, or within 42 days of termination of pregnancy because of any cause related to or aggravated by the pregnancy or its management but not from accidental or incidental causes.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Maternal mortality ratio	The number of women who die as a result of complications of pregnancy or childbearing in a given year per 100 000 <i>live births</i> in that year.	UN	Executive Manager: Demographic and Social Analysis	Qualified
Multiple causes of death	All morbid conditions, diseases and injuries entered on the death certificate.  Note: These include those involved in the morbid train of events leading to the <i>death</i> which were classified as either the underlying cause, the intermediate cause, or any intervening cause and those conditions which contributed to <i>death</i> but were not related to the disease or condition causing <i>death</i> .	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Neonatal deaths	Number of <i>deaths</i> occurring to children under 28 days.	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Post-neonatal death	Number of deaths occurring between 28 days and less than one year.	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Pregnancy-related death	The <i>death</i> of a woman while pregnant or within 42 days of termination of pregnancy, irrespective of the cause of <i>death</i> .	UN	Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Recorded live births	The number of births recorded (registered) in a specific year, irrespective of when the birth actually occurred. The births recorded in any given year include the births that occurred during that year plus other births that occurred in years prior to the year of registration. It should be noted that not all births are recorded (registered).	Stats SA Recorded Live Births, 2005	Executive Manager: Health and Vital Statistics	Qualified
Stillbirth	Intra-uterine death of a foetus of at least 26 weeks of gestation that showed no sign of life after complete birth.	Stats SA Recorded Live Births, 2004	Executive Manager: Health and Vital Statistics	Qualified
Stunting (marasmus)	A condition where a child's height is too low for his/her age.		Executive Manager: Household Budget Statistics	Draft
Survival rate	The proportion of persons in a specified group ( <i>age, sex, or health status</i> ) alive at the beginning of an interval (such as a 5-year period) who survive to the end of the interval.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Survivorship	An indicator that measures the number of children with or without parents. However, for policy purposes, children without parents are normally considered.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Total fertility rate	Average number of children born alive to a woman during her lifetime if she were to bear children at each <i>age</i> in accordance with the prevailing <i>age-specific fertility rates</i> . It is obtained by summing up all <i>age-specific fertility rates</i> for each year of the childbearing span.	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Under-five mortality	The probability of dying between birth and the fifth birthday.	UNDP	Executive Manager: Demographic and Social Analysis	Qualified
Underlying cause of death	The disease or injury that initiated the train of events leading to <i>death</i> ; or the circumstances of the accident or violence that produced the fatal injury.	Stats SA Mortality and causes of death in South Africa, 2003 and 2004: findings from death notification	Executive Manager: Health and Vital Statistics	Qualified
Wasting	A condition where a child's weight is too low for his/her height.	LCS	Executive Manager: Household Budget Statistics	Qualified

**Income, pensions, spending and wealth**

Term	Definition	Source	Ownership	Status
Consume	To use or utilise services, spend money or eat or drink food.	GHS	Executive Manager: Social Statistics	Draft
Consumption expenditure	<i>Expenditure</i> on goods and services acquired, and privately used by <i>household</i> members, including imputed values for items produced and consumed by the <i>household</i> itself. See <i>non-consumption expenditure</i> . See also <i>durable, semi-durable and non-durable goods</i> .	Modified by March 2005 workshop	Executive Manager: Income and Expenditure Survey	Qualified
Durable goods	Household items that last for a long time, such as <i>kitchen</i> appliances, computers, radios and televisions, cars and furniture, usually acquired once in several years.  <i>Compare semi-durable goods and non-durable goods.</i>	Investorwords.com	Executive Manager: Income and Expenditure Survey	Qualified
Gift	An item received by the household from people who are not members of the household or items given away by members of the household to non-members, without compensation.	LCS	Executive Manager: Household Budget Statistics	Qualified
Gross earnings	Payments for ordinary-time, standard or agreed hours during the reference period for all permanent, temporary, casual, executive and managerial employees, before taxation and other deductions.	Integrated System of Wage Statistics (SWS) of ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Household actual final consumption	Household actual final consumption, added to household final consumption expenditure plus the social transfers in kind received from general government and non-profit institutions serving households (NPISH). These refer to social security benefits and social assistance benefits received in kind, and to the individual non-market goods and services provided by government and NPISH.	Stats SA Status of the tourism satellite account in South Africa  April 2005	Executive Manager: National Accounts	Draft
Household assets	<i>Assets</i> belonging to a <i>household</i> .	OECD	Executive Manager: Income and Expenditure Survey	Qualified
Household enterprise	An economic activity carried out by members of a household at the same physical address, e.g. backyard chicken-rearing, handcrafts, etc.	Statistics Slovenia	Executive Manager: Income and Expenditure Survey	Qualified



Term	Definition	Source	Ownership	Status
Household final consumption expenditure	Includes all consumption expenditure made by households from their own cash resources (including all income in cash received), as well as all the counterpart of income in kind (except social transfers in kind) that households might have received, such as remuneration in kind and other transfers in kind.  Note: It also includes the value of all consumption of output for own final use, such as those provided by second homes on own account used for tourism purposes or what it can have received through barter transactions.	Stats SA Status of the tourism satellite account in South Africa  April 2005	Executive Manager: National Accounts	Qualified
Household income	All receipts by all members of a household, in cash and in kind, in exchange for employment, or in return for capital investment, or receipts obtained from other sources such as pension, etc. Compare household income (census).	Stats SA Income and Expenditure Survey	Executive Manager: Income and Expenditure Survey	Qualified
Income (company)	All money received from sales of goods, services rendered, mineral rights leases; rental of land, buildings and other structures, plant, machinery, and motor vehicles; interest and dividends, royalties, franchise fees, copyright, trade names and patents rights, government subsidies and incentives, net profit on foreign loans, profit from redemption, liquidation or revaluation of liabilities, profit from the sale of realisation for cash or revaluation.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Income (individual)	All money received from salary, wages or own business; plus money benefits from employer, such as contributions to medical aid and pension funds; plus all money from other sources, such as additional work activities, remittances from family members living elsewhere, state pension or grant, other pensions or grants, income from investments, etc.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Mixed income	A measure of the surplus accruing from processes of <i>production</i> before deducting any explicit or implicit interest charges, rents or other property incomes payable on the financial assets, land or other tangible non-produced assets required to carry on the <i>production</i> .  Note: <i>Mixed income</i> is the <i>balancing item</i> in the <i>generation of income account</i> of unincorporated enterprises owned by members of <i>households</i> , either individually or in partnership with others, i.e. the <i>value added</i> minus <i>compensation of employees</i> payable minus taxes on <i>production</i> payable plus <i>subsidies</i> receivable (1993 SNA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: National Accounts	Qualified
Non-consumption expenditure	<i>Expenditure</i> on items such as taxes, and remittances and contributions to members of other <i>households</i> .	ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Non-durable goods	Household items that do not last long, for example food, and personal care items. <i>Households</i> acquire these items on a daily, weekly or monthly basis. See <i>durable goods</i> and <i>semi-durable goods</i> .	OECD	Executive Manager: Production Price Index and Employment Statistics	Qualified
Outlay	The act of spending or disbursing money.	AFS	Executive Manager: Financial Statistics	Qualified
Overdraft	A type of loan from a bank, used in particular to supply short-term working capital to tide over a production cycle or to finance seasonal requirements.	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
Paid dividend	A portion of a company's profits paid to a shareholder.	Chambers 21st Century Dictionary	Executive Manager: National Accounts	Qualified
Primary industries	Include the agriculture, forestry and fishing, mining and quarrying industries.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Rent	Payment for use of property of another as <i>living quarters</i> .	Chambers 20 <sup>th</sup> Century Dictionary 1977 ed.	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Semi-durable goods	Household items that last longer than <i>non-durable goods</i> but still need replacing more often than <i>durable goods</i> .  Example: clothing, shoes, material for clothing.	Stats Slovenia	Executive Manager: Income and Expenditure Survey	Qualified
Taxes on income	Consist of taxes on incomes, profits and capital gains.  Note: They are assessed on the actual or presumed incomes of individuals, households, non-profit institutions serving households (NPISHs) or corporations. They include taxes assessed on holdings of property, land or real estate when these holdings are used as a basis for estimating the income of their owners.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Taxes on production and imports	Taxes which add to the cost of production and are likely to be reflected in market prices paid by the purchaser, such as sales and excise taxes, import duties and property taxes. Taxes on production and imports include taxes on products and tourism.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Taxes on products	Taxes payable on goods and services when they are produced, delivered, sold or otherwise disposed of by their producers. Furthermore, they are payable per unit of a good or service produced. Important examples of tourism are excise and import duties and value added tax (VAT).	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Tenure	Arrangement under which a household occupies its dwelling.	Stats Singapore	Executive Manager: Social Statistics	Qualified

**Labour**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Active steps to seek work	Steps such as registration at an <i>employment</i> exchange, applications to <i>employers</i> , checking at work sites or farms, placing or answering newspaper advertisements, seeking assistance of friends, etc.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Average monthly earnings at constant 2000 prices	Measure of change in average monthly earnings after the direct effects of <i>inflation</i> have been eliminated. The deflator used to devalue the current average earnings is the <i>Consumer Price Index (2000=100)</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Average monthly earnings at current prices	Are calculated by dividing the total <i>gross earnings</i> , excluding <i>severance, termination and redundancy payments</i> , for the <i>reference month</i> by the number of <i>employees</i> as at the end of the <i>reference month</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Casual employees	<i>Employees</i> who are typically working daily or hourly, whose services can be dispensed with at a very short notice, usually not exceeding a period of one week, and who are not entitled to benefits such as paid leave and medical aid contributions paid by <i>employers</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Child (legal)	A person under the <i>age</i> of 18 years.	Child Care Act (Act No. 74 of 1983)	Executive Manager: Demographic and Social Analysis	Qualified
Compensation of employees	The total remuneration, in cash or kind, payable by an <i>employer</i> to an <i>employee</i> in return for <i>work</i> done by the latter during the accounting period.  Note: It is recorded on a gross basis, i.e. before any deduction for income taxes, pensions, <i>unemployment</i> insurance and other social insurance schemes. It also includes other forms of compensation, namely commissions, tips, bonuses, directors' fees and allowances such as those for holidays and sick leave, as well as military pay and allowances. It excludes <i>employers'</i> social contributions.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Current job	The job in which a person is engaged during the survey reference period.	LCS	Executive Manager: Household Budget Statistics	Qualified
Discouraged work-seeker	Person without <i>work</i> , who wants to <i>work</i> but has not taken <i>active steps to seek work</i> in the <i>reference period</i> .	UN	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Domestic worker	A person <i>employed to work</i> in a <i>household</i> as a cleaner, cook, nanny driver, gardener, etc. See <i>live-in domestic worker</i> under <i>Census</i> .	Stats SA Census 2001 Concepts and Definitions (adapted)	Executive Manager: Social Statistics	Qualified
Domestic worker, live-in	A <i>domestic worker</i> who lives on the property of the <i>employer</i> , either in the same <i>house</i> or in separate domestic quarters. See <i>domestic worker</i> under <i>labour</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Economic activity	(1) Any activity that contributes to the <i>production</i> of goods and services (contrasted with <i>non-economic activity</i> such as study or leisure). (2) The main business of an enterprise. See <i>industry</i> .	ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Economic sector	Deprecated. Use <i>industry</i> .	ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Economic status	Measure of the level of economic well-being of individuals, for which income and ownership of <i>assets</i> are commonly used.	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified
Economically active person	A person of <i>working age</i> who is available for <i>work</i> , and is either <i>employed</i> , or is unemployed but has taken active steps to find <i>work</i> in the <i>reference period</i> . See <i>not economically active population</i> and <i>unemployed person</i> .	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified
Employed	Those who performed <i>work</i> for pay, profit or <i>family gain</i> for at least one hour in the seven days prior to the interview or who were absent from <i>work</i> during these seven days, but did have some form of paid <i>work</i> to return to.	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Employed person	A person who <i>performs work</i> for pay, profit or <i>family gain</i> in the reference point, or who was absent from <i>work</i> but had to work to return to. See <i>employee</i> .	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Employee	A person (permanently, temporarily or casually employed) who normally works the agreed hours in his/her present job.	Operational manual	Executive Manager: Business Frame	Qualified
Employee labour at constant compensation	The current labour input at the levels of <i>compensation of employees</i> jobs ruling during a selected base period (1993 SNA93).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Employment and Price work Statistics	Qualified

Term	Definition	Source	Ownership	Status
Employee-related costs	<p>All compensation of employees, full-time and part-time, irrespective of whether the remuneration is paid out of revenue, capital or any other account.</p> <p>Note:  <u>Inclusions:</u></p> <ul style="list-style-type: none"> <li>• Basic compensation</li> <li>• Allowances</li> <li>• Contribution to other benefit funds of employees such as medical aid, pension fund contributions, group life, etc.</li> </ul> <p><u>Exclusions:</u></p> <ul style="list-style-type: none"> <li>• Unemployment insurance</li> <li>• Workmen's compensation</li> <li>• Other benefits such as housing subsidy etc.</li> <li>• Uniform clothing and allowances allowances to councillors.</li> </ul>	LCS	Executive Manager: Household Budget Statistics	Qualified
Employer	A person or organisation that uses the services of one or more people for pay in cash or kind.	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified
Employment	An activity in which a person performs work for pay, profit or family gain. Such a person can be <i>self-employed</i> , an <i>employer</i> , an <i>employee</i> or a working family member.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Employment, informal	<i>Employment</i> that takes place in a business or organisation not registered for income tax or VAT.	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified
Employment to population ratio/labour absorption rate	See <i>labour absorption rate</i>	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Filled post	Post for which an <i>employee</i> has been appointed.	Labour accounts for South Africa – October 2005	Executive Manager: National Accounts	Qualified
Family gain	A benefit to one's family as a result of working, other than pay to oneself, for example, housing or use of land.	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Formal sector	Sector of <i>employment</i> made up of all employing businesses that are registered in any way.	Stats SA Quarterly employment statistics June 2006	Executive Manager: Employment and <i>self</i> -Price Statistics	Qualified

Term	Definition	Source	Ownership	Status
Full employment	Situation when the economy is producing to its maximum sustainable capacity, using labour, technology, land, capital and other factors of <i>production</i> to their fullest potential.	UNSD	Executive Manager: Production Price Index and Employment Statistics	Qualified
Full-time employee	<i>Employee</i> (permanent, temporary or casual) who normally works the agreed hours for a full day's work, or, if agreed hours do not apply, for at least 35 hours a week.	March 2005 Workshop Team	Executive Manager: Production Price Index and Employment Statistics	Qualified
Full-time equivalents	The ratio of the total number of <i>hours worked</i> and the average number of <i>hours worked</i> in full-time jobs.  Note: When an estimation of the number of <i>hours worked</i> is available, it is obviously used as the numerator. If an estimation of the average <i>hours worked</i> in a full-time job is not available, estimates of average contractual hours in full-time jobs can be used as the denominator (ILO). <i>Full-time equivalents</i> are defined as the total <i>hours worked</i> divided by average annual <i>hours worked</i> in full-time jobs (1993 SNA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: National Accounts	Qualified
Gross salaries and wages	Payments for ordinary-time, standard or agreed hours and over-time hours during the reference period for all permanent, temporary, casual, executive and managerial employers/ <i>employees</i> before taxation and other deductions. Inclusions: Payments in kind to farming <i>employees</i> such as meals, rations and free housing, but excluding rations and bonuses to <i>farming contractors</i> and their <i>employees</i> .	Operational manual	Executive Manager: Business Frame	Qualified
Hours worked	The total time spent producing goods and services, including <i>overtime</i> , during the <i>reference period</i> .	ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Income from employment	Any form of reward the <i>employee</i> received from the <i>employer</i> , for example, <i>salaries and wages</i> or income in any kind such as uniforms, food parcels, etc. (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: National Accounts	Qualified
Informal employment	It includes all persons in the informal sector. Employees in the formal sector and persons employed in private households who are NOT entitled to basic benefits such as pensions or medical aid are also included.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified

Term	Definition	Source	Ownership	Status
Informal sector (Employment and Price )	The <i>informal sector</i> consists of those businesses that are not registered in any way. They are generally small in nature, and are seldom run from business premises. Instead, they are generally run from homes, street pavements and other informal arrangements.	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Draft
Job	A <i>job</i> comprises <i>filled posts</i> . One person may have more than one <i>job</i> . The LFS asks additional questions of multiple jobholders to get information, at least, about their primary and secondary <i>jobs</i> . On the other hand, QES covers the number of <i>employed persons</i> in enterprises/ <i>establishments</i> , which do not know whether their <i>employees</i> have other <i>jobs</i> . Aggregating figures on <i>employed persons</i> over firms measure <i>jobs</i> not persons. Social security records or tax registrations might be another way of showing the relation between jobs and persons (ILO and Stats SA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Draft
Job-leavers	Unemployed person who had a job, but does not have one anymore because of their own decision.  Examples of reasons: <ul style="list-style-type: none"> <li>• Pregnancy</li> <li>• Family/community responsibilities</li> <li>• Going to school</li> <li>• Changed residence</li> <li>• Retired</li> <li>• Other reasons.</li> </ul>	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Job-losers	Unemployed person who had a job, but does not have one anymore because of reasons beyond their control.  Examples of reasons: <ul style="list-style-type: none"> <li>• Lost their job</li> <li>• Their job had ended</li> <li>• They were laid off</li> <li>• The business in which they had previously worked had been sold or had closed down.</li> </ul>	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Labour absorption rate	The proportion of the working-age population that is employed.	National Department of Agriculture	Executive Manager: Production Price Index and Employment Statistics	Qualified



Term	Definition	Source	Ownership	Status
Labour accounts	A statistical system of core variables on labour that consists of a set of tables providing a systematic and consistent overview, mutually and over time, of the core variables (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Labour cost	All the expenses incurred by the <i>employer</i> for a particular task to be completed (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Labour force	All <i>employed</i> and <i>unemployed persons of working age</i> .	Stats SA Labour Force Survey	Executive Manager: Production Price Index and Employment Statistics	Qualified
Labour force participation rate	See <i>labour participation rate</i> .	UN Population Division, Department of Economic and Social Affairs (DESA)	Social Statistics	Qualified
Labour market	All persons aged 15–64 years who are <i>employed</i> , unemployed and <i>not economically active (inactive)</i> .	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Labour market dynamics	Movement into, out of, and within the <i>labour market</i> over a specified time period.	Stats SA Labour Force Survey, September 2004	Executive Manager: Social Statistics	Qualified
Labour market status	<i>Classification as employed, unemployed or not economically active</i> .	UN Population Status	Executive Manager: Social Statistics	Qualified
Labour participation rate	The percentage of the working-age <i>population</i> that is economically active ( <i>employed</i> and unemployed), i.e. <i>labour force/labour market</i> . Synonym is <i>labour force participation rate</i> .	OECD	Executive Manager: Production Price Index and Employment Statistics	Qualified
Legal working age	See <i>working age, legal</i> .	Department of Labour, RSA	Executive Manager: Production Price Index and Employment Statistics	Qualified
Live-in domestic worker	See <i>domestic worker, live-in</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Lockout	A work stoppage in which an employer prevents some or all employees from working, even to the extent of closing the business.  Note: This usually happens when there is a dispute between the employer and employees.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Long-term unemployment	The status of a person who has been unemployed for a period of twelve months or more.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Managerial position	For the purpose of this <i>survey</i> , <i>managerial positions</i> refer to section 57 managers, according to the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 20 November 2000) and other managers according to the organogram.	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Draft
Market production activities	Activities associated with the production of goods and services for sale. Government services are also included. See <i>economic activities</i> .	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
New entrant into unemployment	Unemployed people who have never worked before.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Non-government organisations	Institutions which are not established or operated by government. NGOs are usually private, non-profit entities which are run by their members.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Non-market production activities	Activities associated with the production of goods and services for household consumption.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Not economically active population	People who are not available for <i>work</i> , such as full-time <i>scholars</i> and <i>students</i> , full-time homemakers, those who are retired and those who are unable or unwilling to <i>work</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Occupation	The type of <i>work</i> a person does according to the South African Classification of Occupations, irrespective of the <i>industry</i> .	OECD	Executive Manager: Production Price Index and Employment Statistics	Qualified
Occupational groups	<i>Occupational groups</i> are divided into eleven groups; for example, senior managers, professionals, technicians, services workers, labourers, etc. (Stats SA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Draft

Term	Definition	Source	Ownership	Status
Official and expanded definition of unemployment	Stats SA uses the following definition of <i>unemployment</i> as its official definition: The unemployed are those people within the economically active population who: (a) did not <i>work</i> during the seven days prior to the interview, (b) want to <i>work</i> and are available to start <i>work</i> within two weeks of the interview, and (c) have taken active steps to look for <i>work</i> or start some form of <i>self-employment</i> in the four weeks prior to the interview. The expanded definition of <i>unemployment</i> excludes criterion (c).	Stats SA General Household Survey, July 2004	Executive Manager: Social Statistics	Draft
Out of labour market	See <i>not economically active population</i> .	Stats SA Labour Force Survey, September 2004	Executive Manager: Social Statistics	Qualified
Overtime	<i>Hours worked</i> in excess of ordinary time, standard or agreed hours.	Eurostat, Labour Force Survey	Executive Manager: Production Price Index and Employment Statistics	Qualified
Overtime hours paid for	Those <i>hours worked</i> in excess of ordinary-time hours, standard or agreed hours of <i>work</i> that were paid for in the <i>reference period</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Overtime payments	Payment for <i>hours worked</i> and paid for in excess of ordinary-time hours, standard or agreed <i>hours worked</i> for the <i>reference period</i> . Penalty payments that relate to <i>overtime</i> are also included.	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Own-account worker	Preferred term is <i>self-employed</i> .	ILO	Executive Manager: Production Price Index and Employment Statistics	Qualified
Paid domestic work	Work done in a private household for a cash payment.	LCS	Executive Manager: Household Budget Statistics	Qualified
Part-time employees	Employee (permanent, temporary, casual or seasonal) who normally works less than 35 hours per week.	Stats SA Non-financial census of municipalities for the year ended 30 June 2003 (adapted)	Executive Manager: Employment and Price Statistics	Draft

Term	Definition	Source	Ownership	Status
Pay As You Earn (PAYE)	An amount collected by employers on behalf of the government from employees whose net remuneration from employment exceeds a predefined amount.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Payment approach	An approach that takes into account the total payments made for goods and services during a given period, whether or not they were delivered in that period.	LCS	Executive Manager: Household Budget Statistics	Qualified
Payment in kind	A kind of payment other than cash for work undertaken.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Pensioner	(1) Any person of pensionable age (2) A person who draws a pension from a previous <i>employer</i> or pension fund, or who receives a state pension.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Draft
Performance and other bonuses	<i>Performance and other bonuses</i> cover seasonal, end-of-year and one-time bonuses and additional payments supplementary to normal payments.  Note: They include profit-sharing bonuses, merit bonuses, incentive bonuses, total amounts of payments that were paid during the <i>reference period</i> but relate to other pay periods, e.g. annual leave, thirteenth cheques. <i>Performance and other bonuses</i> exclude reimbursements for expenses incurred whilst conducting <i>employer's</i> business.	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Permanent employee	An <i>employee</i> appointed on an open-ended contract with no stipulated termination date, and who is entitled to benefits such as paid leave and medical aid contributions paid by <i>employers</i> . This excludes the <i>self-employed at work</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Person outside the labour force	A person who performs unpaid <i>work</i> such as household <i>work</i> , caring for <i>household</i> members and purchasing goods and services for the <i>household</i> (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Draft
Post	A set of tasks, which are (designed to be) carried out by one person. <i>Post</i> may be vacant (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Profile manager	A person who, on a full-time basis, is responsible for the maintenance and updating of a specific enterprise through a <i>profiling and delineation</i> process.	Operational manual	Executive Manager: Business Frame	Qualified
Quarterly percentage change (remuneration)	The change in the <i>remuneration of employees (or turnover of institutions)</i> of the given quarter compared with the <i>remuneration of employees (or turnover of institutions)</i> of the previous quarter expressed as a percentage.	Remuneration of employees and turnover of institutions according to the levies received by district and metropolitan municipalities, by province, June 2005	Executive Manager: Financial Statistics	Retired
Re-entrants into unemployment	Unemployed persons who worked before, and were not economically active before they started looking for work.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Remuneration	The major part of <i>income from employment</i> which also contains the income from self-employment (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Remuneration of employees	Total cost of <i>employment</i> , including salaries, wages, service and other bonuses, allowances (including car allowances), <i>overtime payments</i> , retirement benefits, contributions to medical, pension and provident funds, <i>unemployment</i> insurance and accident funds, and housing <i>subsidies</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Retired person	A person who has stopped doing regular <i>work</i> regardless of age. See <i>pensioner</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Salaries and wages	Regular payments for <i>work</i> performed.	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Salaries, wages and allowances	<p><i>Salaries and wages</i> include payments to full-time and <i>part-time employees</i> irrespective of whether the <i>remuneration</i> is paid from revenue, capital or any other account or fund.</p> <p><i>Salaries, wages and allowances</i> include:</p> <ul style="list-style-type: none"> <li>• <i>Salaries and wages</i></li> <li>• Allowances</li> <li>• Contributions to other benefit funds of <i>employees</i> such as medical aid, group life, etc. (excluding <i>unemployment</i> insurance and workmen's compensation)</li> <li>• Other benefits, e.g. housing <i>loan</i> subsidy</li> <li>• Pension fund contributions</li> <li>• Quarters, rations and <i>other expenditure</i> (accommodation, food, medical <i>expenditure</i>, etc., whether provided in cash or in kind)</li> <li>• Uniform clothing and allowances (clothing, boots, overalls, etc., supplied to uniformed <i>employees</i>).</li> </ul>	Stats SA Quarterly financial statistics of municipalities, June 2005	Executive Manager: Financial Statistics	Retired
Salary	The amount an employer pays an employee for work done. It is a fixed income for services, which is usually paid on a weekly, bi-weekly or monthly basis, unlike a wage, which is generally paid on an hourly basis. The salary of an employee is usually specified in an employment contract.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Self-employed person	A person who works for himself/herself for pay, profit or <i>family gain</i> , and not for an <i>employer</i> . See <i>employee, employed person</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Production Price Index and Employment Statistics	Qualified
Semi-skilled employee	A person who acquired his/her expertise through a relatively short training period (single days or weeks) after which the required tasks should be efficiently performed. He/she must possess basic <i>literacy</i> and numeracy skills prior to training, but primary education is sufficient as a prerequisite for training.	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Severance, termination and redundancy payments	Include payments of accumulated leave made to <i>employees</i> who finished <i>work</i> during the <i>reference quarter</i> as well as payments intended to compensate for loss of <i>employment</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Skilled employee	A person who has undergone training or education in and/or outside his/her work environment and who is in possession of a minimum level of secondary <i>qualification</i> to qualify for their <i>occupation</i> . An <i>employee</i> in this category must have undergone at least two years' study or training after having completed <i>grade 12</i> .	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Social contributions paid	Actual or imputed payment made by general government units to social insurance scheme to obtain entitlement to social benefits to their employees, including pensions and other retirement benefits.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Social contributions received	Actual or imputed receipts from either employers on behalf of their employees or from employees, self-employed, or non-employed persons on their own behalf that secure entitlement to social benefits for the contributors, their dependants or their survivors.  The contributions may be compulsory or voluntary.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Temporary absence (from work)	Absence from <i>work</i> (e.g. on annual or sick leave), when there is the intention to return to <i>work</i> and the person has <i>work</i> to return to.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Social Statistics	Qualified
Temporary employee	An <i>employee</i> appointed on a short-term contract basis for periods normally not exceeding one year. Such contract would typically stipulate a termination date, but could be renewed by mutual agreement between the <i>employer</i> and the <i>employee</i> . This excludes the <i>self-employed person</i> with an enterprise but temporarily not at <i>work</i> .	Stats SA Quarterly employment statistics, June 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Temporary layoff	Employees being laid off work for at least one complete working day because there is not enough work for them to do.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Unemployed (expanded definition)	A person who (a) did not <i>work</i> in the seven days prior to the reference point, and (b) wants to <i>work</i> and is available to start <i>work</i> within two weeks* of the reference point. There are no work-seeking criteria. This category comprises the <i>unemployed according to the strict definition</i> plus <i>discouraged work-seekers</i> . (*The availability period changed from one week to two weeks in July 2004.)	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Unemployed person (official or strict definition)	Person within the economically active <i>population</i> who (a) did not <i>work</i> in the seven days prior to the reference point, (b) wants to <i>work</i> and is available to start <i>work</i> within two weeks* of the reference point, and (c) has taken active steps to look for <i>work</i> or start some form of self-employment in the four days prior to the reference point. (*The availability period changed from one week to two weeks in July 2004.)	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Unemployment	People within the economically active <i>population</i> , who: (a) Did not <i>work</i> during the seven days prior to the interview (b) Want to <i>work</i> and are available to start <i>work</i> within two weeks of the interview (c) Have taken active steps to look for <i>work</i> or to start some form of self-employment in the four weeks prior to the interview (ILO and Stats SA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Unemployment Insurance Fund (UIF)	A fund to which employers and employees contribute and from which employees who become unemployed (or their beneficiaries) are entitled to benefits.  Note: The intention of the fund is to alleviate the harmful economic and social effects of unemployment.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Unemployment rate	The percentage of the economically active <i>population</i> that is unemployed.	Stats SA Social Statistics	Executive Manager: Social Statistics	Qualified
Unskilled employees	Persons who have not undergone any formal training or of whom no minimum level of education is required.	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Vacancies	Available funded positions/ <i>posts</i> for immediate filling on the <i>survey</i> reference date and for which recruitment action had been taken (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Vacant post	A <i>post</i> available in a department for which there is no candidate to occupy (ILO).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified



<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Wage	Compensation a worker receives in exchange for their labour. See <i>Salary</i> .	QLFS	Executive Manager: Household Labour Market Statistics	Draft
Work	Any activity carried out by an individual, and whose product contributes to the national <i>output</i> , irrespective of whether the person doing it is paid (cash or in kind) or not paid.	Stats SA Employment and Price Statistics	Executive Manager: Production Price Index and Employment Statistics	Qualified
Workers	<i>Self-employed persons, employers and employees.</i>	Stats SA General Household Survey, July 2004	Executive Manager: Social Statistics	Qualified
Working age	Between 15 and 65 years inclusive. For historical reasons, the upper limit in Stats SA practice is 65 and not 64 as elsewhere. See <i>working age, legal</i> .	Department of Labour, RSA	Executive Manager: Production Price Index and Employment Statistics	Qualified
Working age (legal)	A person aged 15 or above.	Department of Labour: Basic Conditions of Employment Act	Executive Manager: Production Price Index and Employment Statistics	Qualified
Working-age population	All persons aged 15–65 years.	Stats SA Labour Force Survey, September 2004	Executive Manager: Social Statistics	Qualified

**Law/Justice**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Alimony	Payments made by one spouse to a separated or divorced spouse as required by a court order.	LCS	Executive Manager: Household Budget Statistics	Qualified
Civil judgement	A decision taken in a civil matter or a dispute between two people or parties.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Civil summons	Notice to appear before the court of law where a dispute between two parties or people has to be heard, i.e. not for a criminal offence.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Compulsory liquidation	Occurs when the affairs of a company or <i>close corporation</i> are wound up by order of the court.	Stats SA Statistics of liquidations and insolvencies, August 2005	Executive Manager: Short-term Indicators	Qualified
Consent judgement	Where a debtor agrees to subject himself/herself to obey or accept a judgement of a court against him for a debt he owes without defending the action. This usually happens before the debtor signs a binding contract, e.g. a <i>loan</i> agreement.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Debt	An amount owed by/to a person or organisation for funds borrowed.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Debtor	An individual or company that owes debt to another (the creditor).	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Default judgement	Where the court gives a judgement or a ruling against the defendant who is not present in court and was previously given a notice that was ignored, i.e. a judgement was given against a party or an individual while not present in court.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Income tax	Tax levied on the financial income of a person, cooperation or other legal entity.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Insolvency	A state whereby an individual or partnership is unable to pay its debt and is placed under final sequestration; a partnership which is unable to pay its debt is regarded as one <i>insolvency</i> , irrespective of the number of partners.	Stats SA Statistics of liquidations and insolvencies, August 2005	Executive Manager: Short-term Indicators	Qualified
Liquidation	The winding-up of the affairs of a company or <i>close corporation</i> when liabilities exceed <i>assets</i> and it can be resolved by voluntary action or by an order of the court.	Stats SA Statistics of liquidations and insolvencies, August, 2005	Executive Manager: Short-term Indicators	Qualified

Term	Definition	Source	Ownership	Status
Litigants	People who take part in court proceedings, usually against each other, like a debtor and a creditor.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Litigants referred	A case where the parties have been referred to another instance/court.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Other debts	All other kinds of outstanding debts such as <i>salaries and wages</i> , outstanding medical fund debts, outstanding sponsored debts, outstanding class and tuition debt, outstanding income and sales, tax, outstanding assessment rates, outstanding money in respect of television maintenance contracts, and outstanding money in respect of <i>flat levies</i> .	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Other services	Refers to municipal services (except outstanding assessment rates), plumbers, builders, mechanics, panel-beaters and electricians.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Plaintiff	A person/party in a civil case who asks the court for judgement against another person.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Promissory note	Written note, signed by one person, in which he promises to pay money to another person or to the bearer of such a note on a specific date or on demand.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
R/D cheques	See <i>refer-to-drawer cheques</i> .	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Refer-to-drawer cheques	Dishonoured cheques. The drawer is the owner of the cheque. When a person issues a cheque and there is no money in the cheque account, the bank will refuse to pay the bearer. The cheque will be referred back to the drawer.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Draft
Standard Income Tax for Employees (SITE)	People whose net remuneration from employment exceeds R60 000 per annum (i.e income and benefits after tax) are required to pay both SITE and Pay As You Earn (PAYE). People whose net remuneration is R60 000 or below are required to pay SITE only.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Treasury bill	A short-term obligation that is not interest-bearing because it is purchased at a discount from the South African Reserve Bank and can be traded on a discount basis for 91 days.	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
Voluntary liquidation	When a company or <i>close corporation</i> , by own choice, resolves to wind up its affairs.	Stats SA Statistics of liquidations and insolvencies, July 200	Executive Manager: Short-term Indicators	Qualified

**Manufacturing**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Consumption	An activity in which <i>institutional units</i> use up goods and services. It can be either intermediate or final.	Stats SA Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Homogeneous production	A unit of <i>homogeneous production</i> is a producer unit in which only a single (non-ancillary) productive activity is carried out.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Index of physical volume of manufacturing production	A statistical measure of the change in the volume of production. The production index of a major group is the ratio between the volume of production of a major group in a given period and the volume of production of the same major group in the base period.	Stats SA Manufacturing: Production and sales, July 2005	Executive Manager: Industry and Trade Statistics	Qualified
Market production activities	Activities associated with production of goods and services for sale. See <i>economic activities</i> .	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Net other taxes on production	<i>Other taxes on production</i> minus <i>other subsidies on production</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Other reasons for underutilisation	Other reasons include reasons such as downtime due to maintenance, lower productivity and seasonal factors.	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Industry and Trade Statistics	Draft

Term	Definition	Source	Ownership	Status
Other subsidies on production	<i>Subsidies</i> are transfers from the government to the business sector toward current cost of <i>production</i> . These transfers represent additions to the income of producers from current <i>production</i> .	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Draft
Other taxes on production	Consist of taxes on the ownership of land, <i>buildings</i> or other <i>assets</i> used in <i>production</i> or on labour <i>employed</i> , etc. Important examples of <i>other taxes on production</i> are taxes on payroll or <i>work force</i> , stamp duties, business or professional licenses, etc.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Percentage under-utilisation of production capacity	The <i>percentage under-utilisation of production capacity</i> is calculated by deducting the <i>percentage utilisation of production capacity</i> from a hundred.	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Industry and Trade Statistics	Qualified
Percentage utilisation of production capacity (manufacturing industry)	A measure of the use of manpower, plant and machinery in manufacturing.	Stats SA Manufacturing: Utilisation of production capacity by large enterprises, August 2005	Executive Manager: Industry and Trade Statistics	Qualified
Production	A process, carried out under the responsibility, control and management of an <i>institutional unit</i> , in which labour and <i>assets</i> are used to transform inputs of goods and services into outputs of other goods and services. All goods and services produced as outputs must be such that they can be sold on markets, or at least be capable of being provided by one unit to another, with or without charge.	Stats SA Social Accounting Matrix,	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Production boundary	<p>An <i>economic activity (or production)</i> carried out under the control and responsibility of an <i>institutional unit</i> that uses inputs of labour, capital, and goods and services to produce <i>output</i> of goods and services.</p> <p>Note: The <i>production boundary</i> in the 1993 SNA is more restricted than the general <i>production boundary</i> due to the production accounts not being compiled for household activities that produce domestic or personal services for own final <i>consumption</i> within the same <i>household</i>, except for services produced by paid domestic staff.</p>	Stats SA Final Social Accounting Matrix for 1998 (Report 04-03-02; 1998)	Executive Manager: National Accounts	Qualified
Sales (manufacturing)	Sales are the total value of sales and transfers-out of all own manufactured products/articles and the amounts received for installation, erection or assembly or <i>other services</i> rendered.	Manufacturing: Production and sales, July 2005	Executive Manager: Financial Statistics	Qualified
Weight (manufacturing major group)	The overall index for manufacturing is the ratio of the <i>value added</i> of the major group (i.e. <i>output</i> of a major group minus <i>intermediate consumption</i> ) to the total <i>value added</i> of the manufacturing <i>industry</i> . The weight reflects the importance of the major group in the total. The <i>weights</i> change over time due to changes in the relative performance of industries, due to factors such as quality changes, changes in relative prices, and changes in customer preferences. New <i>weights</i> need to be calculated from time to time.	Stats SA Manufacturing: Production and sales, July 2006	Executive Manager: Industry and Trade Statistics	Draft

**Mining**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Index of physical volume of mining production	A statistical measure of the change in the volume of production. The production index of a mineral group is the ratio between the volume of production of a mineral group in a given period and the volume of production of the same mineral group in the base period.	Stats SA Mining: Production and sales, July 2005	Executive Manager: Short-term Indicators	Qualified
PGMs	See <i>Platinum Group Metals</i> .	Stats SA Mining: Production and sales, July 2005	Executive Manager: Short-term Indicators	Qualified
Platinum Group Metals	Include platinum; iridium; osmiridium; palladium; rhodium; ruthenium and osmium.	Stats SA Mining: Production and sales, July 2005	Executive Manager: Short-term Indicators	Qualified
Sales (mining)	Sales are the total value of sales and transfers-out of goods mined by the mining <i>establishments</i> and the amounts received for installation, erection or assembly or <i>other services</i> rendered.	Mining: Production and sales (preliminary) November 2004	Executive Manager: Short-term Indicators	Qualified
Weight (mineral group)	The ratio of the sales of a mineral group to the total sales of the mining <i>industry</i> . The weight of a mineral group reflects the importance of the mineral group in the total mining <i>industry</i> . The <i>weights</i> change over time due to quality changes and changes in relative prices. New <i>weights</i> need to be calculated from time to time.	Stats SA Mining: Production and sales, July 2006	Executive Manager: Short-term Indicators	Qualified

**National Accounts**

Term	Definition	Source	Ownership	Status
Account	A tool which records, for given aspects of economic life: (a) The uses and resources; or (b) The changes in <i>assets</i> and the changes in liabilities; and/or (c) The stock of <i>assets</i> and liabilities existing at a certain time. Transaction accounts include a <i>balancing item</i> which is used to equate the two sides of the accounts (e.g. resources and uses) and which is a meaningful measure of economic performance in itself.	Stats SA Water quality accounts for South Africa, 2000	Executive Manager: National Accounts	Qualified
Ancillary activity (National Accounts)	A supporting activity undertaken to create the conditions within which the activities of an enterprise are carried out.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Balancing item	An accounting construct obtained by subtracting the total value of the entries on one side of an account from the total value of the entries on the other side.  <i>Note: Balancing items</i> are not simply devices introduced to ensure that accounts balance. They encapsulate a great deal of information and include some of the most important entries in the accounts, for example <i>value added</i> and operating surplus.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Basic prices	The amounts receivable by the producer from the purchaser for a unit of a good or service produced as <i>output</i> minus any tax payable plus any subsidy receivable on that unit as a consequence of its <i>production</i> or sale.  <i>Note: Basic prices</i> exclude any transport charges invoiced separately by the producer. A basic price is the preferred method of valuing <i>output</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Capital	Value of wealth in the form of money, human resources or property owned by a person or business.	LCS	Executive Manager: Household Budget Statistics	Qualified



Term	Definition	Source	Ownership	Status
Capital transfer in kind	The <i>transfer</i> of ownership of an <i>asset</i> (other than <i>inventories</i> or cash) or the cancellation of a liability by a creditor.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Cash transfer	Payment of cash or the equivalent of cash.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Commodity flow method	Method used to track the flow of goods and services from the supply (domestic production or imported) to the use ( <i>intermediate consumption</i> , final consumption or <i>exports</i> ) thereof.	Stats SA: Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Cost, insurance and freight price (c.i.f.)	The price of goods delivered at the frontier of the importing country, or the price of services delivered to residents, before payment of any <i>import</i> duties or other taxes on imports or trade and transport margins within the country.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Current transfers	All transfers that are not classified as <i>capital transfers</i> . They directly affect the level of disposable income and should influence the <i>consumption</i> of goods and services.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Draft
Environmental accounting (SEEA framework)	The combination of natural resource accounts, which consist of stock and flow accounts in physical terms, and the monetary valuation of these accounts.	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Factor cost	A valuation concept reflecting the cost of the factors of <i>production</i> (labour and capital). It corresponds to the value remaining after all applicable taxes and <i>subsidies</i> have been deducted from market prices.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Final demand	Different components of <i>final demand</i> are distinguished in the <i>SU-tables</i> . The <i>supply table</i> shows <i>imports</i> and the <i>Qualified</i> shows <i>final consumption expenditure by households</i> and the <i>general government</i> as well as gross capital formation (gross fixed capital formation and changes in <i>inventories</i> ) and <i>exports</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Financial services indirectly measured (FSIM)	Measured in the SNA as the total property income receivable by financial intermediaries minus their total interest payable, excluding the value of any property income receivable from the investment of their own funds.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
GDP	See <i>gross domestic product</i>	Wikipedia online Encyclopaedia	Executive Manager: National Accounts	Qualified
GDP at constant prices	The value of goods and services of a given year, using the prices of a determined base (reference) year. Synonym is <i>real prices</i> .	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
GDP at current prices	The value of goods and services using the prices at the time of the transaction. Synonym is <i>nominal GDP</i> .	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
GDP at factor cost	The value of goods and services excluding indirect taxes on <i>production</i> such as sales tax, excise duties.	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
GDP at market prices	Total <i>gross value added at basic prices</i> plus <i>taxes on products</i> minus <i>subsidies on products</i> .	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
GDP for the economy	A <i>production</i> measure obtained through the sum of the gross values added of all resident <i>institutional units</i> , in their capacity as producers, plus the values of any taxes, less <i>subsidies</i> , on <i>production</i> or <i>imports</i> not already included in the values of the outputs and values added by resident producers. (Equal to <i>GDP at market prices</i> .)	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
GDP per region (GDPR)	The sum of gross <i>value added</i> by all industries at <i>basic prices plus taxes on products</i> minus <i>subsidies on products</i> in a <i>region</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Generation of income account	The <i>generation of income account</i> provides for the distribution of primary incomes to the various <i>institutional sectors</i> . Primary incomes are incomes that accrue to <i>institutional sectors</i> and industries as a consequence of their involvement in processes of <i>production</i> or ownership of <i>assets</i> that may be needed for purposes of <i>production</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Goods and services account	The total resources ( <i>output</i> and imports) and uses of goods and services ( <i>intermediate consumption</i> , final consumption, gross capital formation and <i>exports</i> ). <i>Taxes on products</i> (less <i>subsidies</i> ) are also included on the resource side of the accounts.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Gross domestic product (GDP)	The total value of goods and services produced within the geographic boundaries of a country for a specified period of time.	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
Gross operating surplus/mixed income	The <i>balancing item</i> in the <i>generation of income account</i> , i.e. the <i>value added</i> minus <i>compensation of employees payable</i> minus taxes on <i>production payable</i> plus <i>subsidies</i> receivable.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Gross value added at basic prices	<i>Output</i> valued at <i>basic prices</i> less <i>intermediate consumption</i> valued at purchasers' prices.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Gross value added at producers' prices	<i>Output</i> valued at <i>producers' prices</i> less <i>intermediate consumption</i> valued at purchasers' prices.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Industry (National Accounts)	Group of establishments engaged in the same or similar kinds of activity.  Note: The definition of industry is based on the 1993 SNA and is in line with that contained in the <i>Standard Industrial Classification of All Economic Activities, Fifth Edition</i> , Report No.09-90-02 of January 1993 (SIC).	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02) (1998)	Executive Manager: National Accounts	Qualified
National accounts	Serves as a framework for statistical systems. It also serves as a point of reference in establishing <i>standards</i> for related statistics. The internationally agreed framework that guides the compilation of <i>national accounts</i> is contained in the SNA (1993 SNA).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: National Accounts	Draft
Natural Resource Accounting (NRA)	Accounting system that deals with stocks and stock changes of natural assets, comprising <i>biota</i> (produced or wild), subsoil assets (proved <i>reserves</i> ); and water and land with their aquatic and terrestrial ecosystems.  It is frequently used in the sense of <i>physical accounting</i> as distinguished from monetary (environmental) accounting.	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Per capita GDP	The average <i>production</i> per person of goods and services for the <i>reference period</i> .	Stats SA modified by workshop	Executive Manager: National Accounts	Qualified
Per capita income	The average income per person in a given time period, usually one year.	Stats SA modified by workshop	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Physical accounting	Natural resource and <i>environmental accounting</i> of stocks and changes in stocks in physical (non-monetary) units, for example, weight, area or number.  Note: Qualitative measures, expressed in terms of quality classes, types of uses or ecosystem characteristics, may supplement quantitative measures.	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Principal activity (establishment)	The activity whose gross <i>value added</i> exceeds that of any other activity carried out within the same unit.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Production account for the total economy	The production account is the first in the sequence of accounts compiled for <i>institutional sectors</i> , industries and the total economy. The production account contains three items apart from the <i>balancing item</i> , namely <i>output</i> , <i>intermediate consumption</i> and taxes less <i>subsidies on products</i> . The <i>output</i> is recorded under 'resources' on the right-hand side of the account. <i>Intermediate consumption</i> and taxes less <i>subsidies on products</i> is recorded under 'uses' on the left-hand side of the account.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Recurrent expenditure	Expenditure incurred in the day-to-day running of an organisation or the state in line with its budget.	Stats SA	Executive Manager: National Accounts	Qualified
Region	A region for GDP estimates per region is defined as a province.	Stats SA Gross Domestic Product Annual estimates: 1993 – 2003 Annual estimates per regional: 1995 – 2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Regional GDP	See <i>GDP per region</i> .	Stats SA Regional Accounts GDP	Executive Manager: National Accounts	Qualified
Retained reserves	Sums set aside out of the profits of a company that are not distributed as <i>dividends</i> . They are created for the purpose of meeting future capital needs of the company.	Stats SA National Accounts	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Revaluation	Increase or decrease in the value of a currency or of <i>fixed assets</i> , typically freehold land and <i>buildings</i> .	Stats SA modified by workshop	Executive Manager: National Accounts	Qualified
Revision of estimates	Revision of the estimates for all components of the <i>national accounts</i> is usually done every five years in conjunction with the rebasing of the estimates at <i>constant prices</i> apart from the <i>revision of estimates</i> for the latest quarters. At such a time, the results of censuses that have become available in the meantime and any other additional information sources are incorporated in the estimates.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
SAM	See <i>Social Accounting Matrix</i> .	Stats SA Final Social Accounting Matrix for 1998 (Report 04-03-02; 1998)	Executive Manager: National Accounts	Qualified
Secondary activity (National Accounts)	An activity carried out within a single <i>establishment</i> in addition to the <i>principal activity</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
SEEA	See <i>System of Environmental and Economic Accounting</i> .	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
Social Accounting Matrix	Presentation of an <i>SNA</i> account in a matrix form, which elaborates on the linkages between <i>SU-tables</i> and <i>institutional sectors</i> accounts (1993 <i>SNA</i> ).	Stats SA Labour accounts for South Africa, October 2005	Executive Manager: National Accounts	Qualified
Subsidies on products	<i>Subsidies on products</i> are payable per unit of a good or service.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Draft
Supply and use tables	Are sometimes referred to as rectangular input-output tables, make and use tables, supply and disposition of commodities tables.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Draft

Term	Definition	Source	Ownership	Status
Supply table	A table that gives information about the resources of goods and services.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
SU-tables	See <i>Supply and use tables</i> .	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Symmetric tables	<i>Symmetric</i> tables use similar <i>classifications</i> or units, i.e. same groups of products for both the rows and the columns.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
System of Environmental and Economic Accounting (SEEA)	A satellite system to the <i>System of National Accounts</i> (SNA) developed by the United Nations Statistical Division, for the incorporation of environmental concerns (environmental costs, benefits and <i>assets</i> ) in the <i>national accounts</i> . The <i>SEEA</i> is intended to be a system with global application and standards, suitable for all countries and all aspects of the environment.	Stats SA Energy accounts for South Africa, 1995–2001  April 2005	Executive Manager: National Accounts	Qualified
System of National Accounts	An internationally agreed standard system for macro-economic accounts.  Note: The latest version is described in the 1993 <i>System of National Accounts</i> (1993 SNA).	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Use tourism table	A table that gives information on the uses of goods and services, and also on cost structures of the industries.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified

Term	Definition	Source	Ownership	Status
Value added (National Accounts)	The difference between the value of goods and services produced and the value of the intermediate goods and services consumed in the course of <i>production</i> .	Stats SA National Accounts	Executive Manager: National Accounts	Qualified
Value added by industry	<i>Value added</i> measures the value created by <i>production</i> and may be calculated either before or after deducting the <i>consumption</i> of fixed capital on the <i>fixed assets</i> used. Gross value added is defined as the value of <i>output</i> less the value of <i>intermediate consumption</i> . <i>Value added</i> is the <i>balancing item</i> in the production account for an <i>institutional unit</i> or sector, or <i>establishment</i> or <i>industry</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Value added components	The <i>use table</i> distinguishes three different components of <i>value added</i> , i.e. <i>compensation of employees</i> , other taxes less <i>subsidies on production</i> , and <i>gross operating surplus/mixed income</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified



**Prices**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Administered prices	The price of a product, which is set consciously by an individual producer or group of producers, and/or any price which can be determined or influenced by government, either directly, or through one or other government agencies/ <i>institutions</i> without reference to market forces.	Discussion Paper: Stats SA Consumer Price Index, Administered Prices, December 2004	Executive Manager: Production Price Index and Employment Statistics	Qualified
Annual inflation rate	The change in the CPI for all items of the relevant month of the current year compared with the CPI for all items of the same month in the previous year expressed as a percentage.	Stats SA Consumer Price Index (CPI) Headline, August 2005	Executive Manager: Employment and Price Statistics	Qualified
Annual percentage change (index)	The change in the index of the relevant month of the current year compared with the index of the same month in the previous year expressed as a percentage.	Stats SA Consumer Price Index Headline, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Average annual inflation rate	The change in the average <i>CPI</i> for all items of one year compared with the average <i>CPI</i> for all items of the previous year expressed as a percentage.	Stats SA Consumer Price Index Headline, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
Average annual percentage change	The change in the average index of one year compared with the average index of the previous year expressed as a percentage.	Stats SA Consumer Price Index Headline, August 2005	Executive Manager: Employment and Price Statistics	Qualified
Constant prices (GDP)	A valuation concept expressed at the prices prevailing during a fixed <i>reference period</i> or base period.	Stats SA Gross Domestic Product Fourth quarter, 2004	Executive Manager: National Accounts	Qualified
Consumer price index (CPI)	An index that measures the price of a fixed basket of consumer goods and services.	Stats SA Prices component	Executive Manager: Production Price Index and Employment Statistics	Qualified
Consumer price index excluding interest rates on mortgage bonds (CPIX)	The <i>CPI</i> excluding interest rates on mortgage bonds ( <i>CPIX</i> ) is derived by excluding the interest rates on mortgage bonds from the basket of goods and services, which is used to compile the <i>Consumer Price Index</i> .	Stats SA Consumer Price Index (CPI) Rural areas and total country, December 2004	Executive Manager: Production Price Index and Employment Statistics	Draft
Contribution of specific products to the total PPI	The monthly (annual) contribution of a specific product or group of products to the total PPI is calculated by multiplying the weight of the index with the monthly (annual) change of the index divided by the index for 'All Items'.	Stats SA Production Price Index (PPI), August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Core index	<p>The <i>core index</i> is derived by exclusions from the <i>CPI</i> on the basis that changes in their prices are policy.</p> <p>Note: Exclusions from the <i>CPI</i> to obtain the <i>core index</i>, and the reasons for exclusion are as follows:</p> <ul style="list-style-type: none"> <li>• Fresh and frozen meat and fish: Prices may be highly volatile, particularly during and following periods of drought.</li> <li>• Fresh and frozen vegetables and fresh fruit and nuts: Prices may be highly volatile from month to month due to their sensitivity to climatic conditions.</li> <li>• Interest rates on mortgage bonds and <i>overdrafts/personal loans</i>: These are excluded due to their 'perverse' effect on the <i>CPI</i>. A tightening in monetary policy to counter <i>inflation</i> pressures would cause interest rates to rise and be reflected in the interest cost component of measured <i>inflation</i>. This, in turn, could provoke a further tightening of monetary policy resulting in excessive movements in the <i>inflation rate</i>.</li> <li>• Changes in VAT (value added tax): VAT is predominantly determined by government (fiscal policy).</li> <li>• Assessment rates: These taxes are predominantly determined by <i>local government</i>.</li> </ul>	Stats SA Consumer Price Index Headline, August 2005	Executive Manager: Production Price Index and Employment Statistics	Draft
Core inflation	A measure designed in relation to the specific structure of a country's economy, derived by the change in the <i>Core index</i> of the relevant month of the current year compared with the <i>Core index</i> of the same month in the previous year expressed as a percentage.	Stats SA Consumer Price Index Headline, August 2005	Executive Manager: Production Price Index and Employment Statistics	Qualified
CPI	See <i>consumer price index</i> .	Stats SA Prices component	Executive Manager: Production Price Index and Employment Statistics	Qualified
CPIX	See <i>consumer price index excluding interest rates on mortgage bonds</i> .	Stats SA Consumer Price Index (CPI) Headline, July 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified

Term	Definition	Source	Ownership	Status
Current prices (GDP)	A valuation at <i>current prices</i> is expressed at the prices prevailing during the period being referred to.	Stats SA Gross Domestic Product Fourth quarter 2004	Executive Manager: National Accounts	Draft
Establishment (Employment and Price)	The smallest economic unit that functions as a separate entity.	Stats SA Production Price Index, July 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Implied deflator	<i>Implied deflators</i> are also known as variable-weighted or 'Paasche' indices (although not strictly of the Paasche type). These price indices are by-products of the deflation procedure, obtained by dividing a series (e.g. <i>value added</i> ) expressed at <i>current prices</i> by the corresponding series at <i>constant prices</i> .	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Draft
Indicator products	Products whose sale value represents 80% of the total value of sales ( <i>turnover</i> ) in an industrial subgroup.	Stats SA Production Price Index, July 2006	Executive Manager: Production Price Index and Employment Statistics	Qualified
Inflation	The persistent change in the general level of prices.  Note: Two sets of measures of inflation are most often used, namely monthly inflation and annual inflation. Monthly inflation is defined as the percentage change in the index on a month-by-month basis whereas annual inflation is calculated as the percentage change in the index over the last twelve months.	Stats SA Prices component	Executive Manager: Employment and Price Statistics	Qualified
Inflation rate	The annual percentage change in the CPI for all items of the relevant month of the current year compared with the CPI for all items of the same month in the previous year expressed as a percentage.	Stats SA Consumer Price Index (CPI) Headline, August 2005	Executive Manager: Employment and Price Statistics	Qualified
Monthly percentage change	The change in the index of the relevant month compared to the index of the previous month expressed as a percentage.	Stats SA Production Price Index (PPI), July 2006	Executive Manager: Employment and Price Statistics	Qualified
Overall average annual percentage change	The change in the average index of one year compared with the average index of the previous year expressed as a percentage.	Stats SA Production Price Index (PPI), September 2005	Executive Manager: Employment and Price Statistics	Qualified

Term	Definition	Source	Ownership	Status
Producers' price	The amount receivable by the producer from the purchaser for a unit of a good or service produced as <i>output</i> minus any <i>value added tax</i> (VAT), or similar deductible tax, invoiced to the purchaser. It excludes any transport charges invoiced separately by the producer.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Purchasers' price	The amount paid by the purchaser, excluding any deductible <i>value added tax</i> (VAT) or similar deductible tax, in order to take delivery of a unit of a good or service at the time and place required by the purchaser. The <i>purchasers' price</i> of a good includes any transport charges paid separately by the purchaser to take delivery at the required time and place.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Regulated prices	Administered prices that are monitored and controlled by government policy.  Note: To this end, price regulation does not necessarily imply the presence of an economic regulator, but the restriction on the extent to which prices may vary, depending on government's policy objective.	Discussion Paper: Stats SA Consumer Price Index Administered Prices, December 2004	Executive Manager: Employment and Price Statistics	Qualified
Weights	The relevant importance of the indicator product in that subgroup.  Note: The weight of a product is calculated by dividing the actual value of sales of the relevant indicator product by the total value of sales in that subgroup.	Stats SA Production Price Index (PPI), July 2006	Executive Manager: Employment and Price Statistics	Qualified

**Public finance**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Acid test ratio	The <i>acid test ratio</i> is calculated as <i>current assets</i> minus inventory divided by current liabilities.  Note: The accepted <i>acid test ratio</i> is considered to be 1:1; in other words, the <i>institution</i> is able to meet its current credit obligations without disposing of its inventory.	Stats SA Local Government Institutions component	Executive Manager: Financial Statistics	Qualified
Acquisition of fixed assets	The <i>aggregate capital statement</i> (or <i>acquisition of fixed assets statement</i> ) shows the total <i>capital expenditure</i> incurred by each service during the year. Details of <i>purchases</i> and sales of <i>assets</i> are reflected in the <i>aggregate capital statement</i> , but appear in the consolidated balance sheet as a single amount (normally the item in the consolidated balance sheet is referred to as ' <i>fixed assets</i> ').	Stats SA Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified
Aggregate capital statement	Total <i>capital expenditure</i> incurred by each service during the year.	Modified by March 2005 Workshop	Executive Manager: Financial Statistics	Retired
Aggregate or consolidated balance sheet	A statement of the financial position reflecting all <i>assets</i> and liabilities.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Retired
Book value of property, plant and equipment and intangible assets	The value of a property at a specific time after deducting depreciation from the original cost  Inclusions: <ul style="list-style-type: none"> <li>• Land</li> <li>• Residential and non-residential buildings</li> <li>• Construction works, roads and parking areas</li> <li>• Computers and other information technology equipment</li> <li>• Motor vehicles and other transport equipment</li> <li>• Plant, machinery and other equipment</li> <li>• Intangible assets and non-produced assets.</li> </ul>	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Capital	Value of wealth in the form of money or property owned by a person or business and human resources of economic value.	Local government	Executive Manager: Financial Statistics	Qualified
Capital charges	Interest paid on redemption payments for loaned funds.	March 2005 Workshop	Executive Manager: Financial Statistics	Retired

Term	Definition	Source	Ownership	Status
Capital expenditure	<p>Any <i>expenditure</i> incurred or incidental to the acquisition or improvement of land, <i>buildings</i>, engineering structures and <i>machinery and equipment</i>.</p> <p>Note: The <i>expenditure</i> normally confers a lasting benefit and results in the acquisition of, or extends the life of a fixed or long-term work, irrespective of whether payments were made to outside contractors or concerns, or the <i>work</i> was done by the enterprise itself. <i>Capital expenditure</i> includes vehicles, office furniture and equipment, but excludes minor items that are generally regarded as being expendable even though in some instances their useful lives may extend beyond one year.</p>	Stats SA National and Provincial Government Institutions Component (GFS, 2001)	Executive Manager: Financial Statistics	Qualified
Capital expenditure on new assets	<p><i>Capital expenditure on new assets</i> includes:</p> <ul style="list-style-type: none"> <li>• The erection of new <i>buildings</i> and works, additions to and alterations of existing <i>buildings</i> and works</li> <li>• Capital work in progress capitalised</li> <li>• New plant and machinery, vehicles and equipment</li> <li>• Used plant and machinery, which was imported by or on behalf of the enterprise whether paid to outside contractors/concerns, or which was done by the enterprise itself.</li> </ul>	Stats SA Economic activity survey 2004	Executive Manager: Financial Statistics	Qualified
Capital expenditure on new construction works	<p>Capital expenditure on new construction is regarded as capital expenditure on new assets as well as capital expenditure on existing assets which leads to improvements of assets. New construction works consist of:</p> <ul style="list-style-type: none"> <li>• Fees payable to architects, engineers and other professional firms</li> <li>• Renovations of existing constructions</li> <li>• Expenditure on works under construction</li> <li>• Expenditure on improvements.</li> </ul>	Stats SA Local Government Institutions component	Executive Manager: Financial Statistics	Qualified
Capitalisation reserve	<p>On the implementation of GAMAP/GRAP, the balance on certain funds, created in terms of the various Provincial Ordinances applicable at the time, that had historically been utilised for the acquisition of items of property, plant and equipment, have been transferred to a capitalisation reserve instead of the accumulated surplus/deficit in terms of a directive (budget circular) issued by National Treasury.</p>	Local government	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Capital replacement reserve	In order to finance the provision of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus/deficit to the CRR in terms of a council resolution. The cash in the designated CRR bank account can only be utilised to finance items of property, plant and equipment. The CRR is reduced and the accumulated surplus/deficit is credited by a corresponding amount when the amounts in the CRR are utilised. The amount transferred to the CRR is based on the municipality's need to finance future capital projects included in the Integrated Development Plan.	Local government	Executive Manager: Financial Statistics	Qualified
Capital transfers	Transactions, either in cash or in kind, in which the ownership of an <i>asset</i> (other than cash and <i>inventories</i> ) is transferred from one <i>institutional unit</i> to another, or in which cash is transferred to enable the recipient to acquire another <i>asset</i> , or in which the funds realised by the disposal of another <i>asset</i> are transferred.	OECD	Executive Manager: Financial Statistics	Qualified
Carrying value of property, plant and equipment and intangible assets	The value of assets at a specific time after deducting depreciation and adjustments from the original cost.  Inclusions: <ul style="list-style-type: none"> <li>• Land</li> <li>• Residential and non-residential buildings</li> <li>• Network equipment, construction works, roads and parking areas</li> <li>• Computers and other information technology equipment</li> <li>• Motor vehicles and other transport equipment</li> <li>• Intangible assets and non-produced assets; and other assets.</li> </ul>	AFS	Executive Manager: Financial Statistics	Qualified
Collective services	Services provided collectively to the community, particularly applicable to services such as general administration, public order or safety and economic services.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Community assets	Assets that are placed within reasonable distance of a specific community and are intended to be the service point for responding to the various socio-economic needs of such a community.	Local government	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Consolidated statement of financial position	<p>The aggregate financial position of an institution at a specific point in time, usually at the end of the reporting period.</p> <p>Note: This statement covers all assets, net assets and liabilities at the end of the financial year.</p>	Local government	Executive Manager: Financial Statistics	Qualified
Consumption of fixed assets	<p>Reduction in the value of fixed assets used in production during the accounting period, resulting from deterioration, normal obsolescence, or normal accidental damage.</p> <p>Note: The amounts in the column for <i>depreciation</i> represent amounts written off on <i>assets</i> by <i>extra-budgetary accounts</i> and funds and universities and technikons. The accounts of national and provincial governments are kept on a cash basis. No <i>provision</i> is made for <i>depreciation</i> in the accounts of municipalities.</p>	Local government	Executive Manager: Financial Statistics	Qualified
Councillor	A member of the municipal council as determined by the Local Government Municipal Structures Act, (Act No. 117 of 1998).	Local government	Executive Manager: Financial Statistics	Qualified
Current assets	Assets including debtors, cash, other financial shares and closing values of <i>inventories</i> , likely to be converted to cash, or consumed within a year.	Stats SA Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified
Current expenditure	<p>Expenditure of goods and services consumed during the current year.</p> <p>Inclusions:</p> <ul style="list-style-type: none"> <li>• Interest paid</li> <li>• Compensation of employees</li> <li>• Grants</li> <li>• Subsidies paid.</li> </ul> <p>Exclusions:</p> <ul style="list-style-type: none"> <li>• Consumption of fixed capital. (excluding the surplus and non-cash expenditure items)</li> <li>• Total expenditure on housing and trading services (excluding the surplus and non-cash expenditure items).</li> </ul>	Local government	Executive Manager: Financial Statistics	Qualified
Current ratio	A measure of the ability of an entity to meet its short-term obligations using the most liquid short-term <i>assets</i> ; <i>current assets</i> divided by current liabilities.	Stats SA Financial census of municipalities	Executive Manager: Financial Statistics	Qualified



Term	Definition	Source	Ownership	Status
Debenture	<p>Long-term securities that give owners the unconditional right to fixed money income or contractually determined variable money incomes, normally referred to as interest.</p> <p>Note: Most debentures also give owners the unconditional right to a fixed sum(s) as repayment of principal on a specified date(s).</p>	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Depreciation	<p>The systematic allocation of the cost of an <i>asset</i> over its useful life.</p> <p>Note: The amounts in the column for <i>depreciation</i> represent amounts written off on <i>assets</i> by <i>extra-budgetary accounts</i> and funds and universities and technikons. The accounts of national and provincial governments are kept on a cash basis. No <i>provision</i> is made for <i>depreciation</i> in the accounts of municipalities.</p>	Consolidated expenditure by the general government sector 2003/2004	Executive Manager: Financial Statistics	Qualified
District municipality	<i>Municipality</i> that has a municipal executive and legislative authority in an area that includes more than one <i>municipality</i> , and which is described in section 155(1) of the Constitution as a category C <i>municipality</i> .	Local Government: Municipal Structure Act, 1998 (Act No. 117 of 1998)	Executive Manager: Financial Statistics	Qualified
Dividends paid	Part of the profit of a company that is paid to its shareholders. It includes cash dividends and other dividends such as capitalisation issues or scrip dividends or capitalisation shares.	AFS	Executive Manager: Financial Statistics	Qualified
Expenditure	<i>Consumption</i> , which includes all cash <i>expenditure</i> on goods and services, incurred by the <i>household</i> , business, government, etc. for <i>consumption</i> purposes. It also includes imputed value for own produced items consumed.	Government finance statistics manual, 2001	Executive Manager: Financial Statistics	Qualified
Extra-budgetary accounts	Accounts and funds of national and provincial governments not included in normal budget totals and which do not operate through normal budgetary procedures, e.g. trading accounts and general government accounts.	Stats SA Local government component	Executive Manager: Financial Statistics	Qualified
Finance and administration	Finance, corporate services, human resources, information technology, property services, and other administration.	Local government	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Financial assets	Financial assets consist mainly of monetary gold, financial claims, and Special Drawing Rights, allocated by the International Monetary Fund (IMF).	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Financial claims	Assets that entitle the creditor to receive payment from the debtor, according to the terms and conditions specified in a contract between them.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Financial institution	Unit primarily engaged in both incurring liabilities and acquiring financial assets in the market.  Note: <i>Financial institutions</i> may be entirely or mainly owned and/or controlled by government in which case they are regarded as <i>public financial institutions</i> . It is the prime function of <i>financial institutions</i> to act as intermediaries.	Stats SA Local government component	Executive Manager: Financial Statistics	Qualified
Financial year	Any accounting period of twelve months.	Operational manual	Executive Manager: Business Frame	Qualified
Fixed assets	Assets other than <i>current assets</i> , such as land, <i>buildings</i> , <i>machinery and equipment</i> . Typically, <i>fixed assets</i> are valued at the market price at the end of the <i>financial year</i> . See <i>current assets</i> , <i>intangible assets</i> , and <i>non-current assets</i> .	Wikipedia online Encyclopedia	Executive Manager: Financial Statistics	Draft
Functional classification	<i>Classification of expenditure</i> according to the purpose for which transactions are undertaken. It is generally used to measure the allocation of resources by government in order to promote various services and objectives rendered to the community.	Stats SA Local government component	Executive Manager: Financial Statistics	Qualified
General expenditure	All amounts of money paid out by a government during its fiscal year – net of recoveries and other correcting transactions – other than for retirement of debt, purchase of investment securities, extension of <i>loans</i> , and agency or private trust transactions.  Note: Under this definition, <i>expenditure</i> relates to external payments of a government and excludes amounts transferred to funds or agencies of the same government (other than payments to intragovernmental service funds).	US Census Bureau, Federal, State, and Local Governments	Executive Manager: Financial Statistics	Draft

Term	Definition	Source	Ownership	Status
General government	<p>Government units whose primary activity is to assume responsibility for the provision of goods and services to the community or to individual <i>households</i> free of charge or at prices that are not economically significant and to redistribute income and wealth by means of transfers.</p> <p>Note: A defining characteristic of <i>general government</i> is the ability to impose, directly or indirectly, taxes and other compulsory levies for which there is no direct quid pro quo on other sectors of the economy.</p>	Consolidated expenditure by the general government sector 2003/2004	Executive Manager: Financial Statistics	Qualified
Government grant reserve	<p>When items of property, plant and equipment are financed from government grants, a transfer is made from the accumulated surplus/deficit to the Government Grants Reserve equal to the Government Grant recorded as revenue in the Statement of Financial Performance in accordance with a directive (budget circular) issued by National Treasury. When such items of property, plant and equipment are depreciated, a transfer is made from the Government Grant Reserve to the accumulated surplus/deficit. The purpose of this policy is to promote community equity by ensuring that the future depreciation expenses that will be incurred over the useful lives of government grant funded items of property, plant and equipment are offset by transfers from this reserve to the accumulated surplus/deficit. When an item of property, plant and equipment financed from government grants is disposed, the balance in the Government Grant Reserve relating to such item is transferred to the accumulated surplus/deficit.</p>	Local government	Executive Manager: Financial Statistics	Qualified
Government institutions	<p><i>Institutional units</i> that engage in activities of a purely governmental nature.</p> <p>Inclusions:</p> <ul style="list-style-type: none"> <li>• National government</li> <li>• Provincial government</li> <li>• Local government</li> <li>• Extra budgetary accounts and funds</li> <li>• Tertiary institutions.</li> </ul>	SIC manual, 5th edition	Executive Manager: Business Frame	Qualified
Grants paid	<p>Non-compulsory current or capital transfers paid by one government unit from another general government unit or an international organisation.</p>	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Grants received	Non-compulsory current or capital transfers received by one government unit from another general government unit or an international organisation.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Housing development fund	<p>Fund into which all proceeds from housing developments, which include rental income and sales of houses, are paid, as per the Housing Act, (Act No. 107 of 1997).</p> <p>Note:</p> <ul style="list-style-type: none"> <li>Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a housing development fund.</li> <li>Housing selling schemes both complete and in progress as at 1 April 1998, were also transferred to the housing development fund.</li> </ul> <p>Monies outstanding to the credit of the housing development fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.</p>	Local government	Executive Manager: Financial Statistics	Qualified
Housing services	<i>Housing services</i> include approved housing projects and can be subdivided in respect of various economic, subeconomic, complexes or other types of housing. Where dwellings form part of the general organisation of a particular department, and are normally occupied by employees of the department, they are included in the relative statement and not under <i>housing services</i> . Likewise, where properties are purchased for a specific purpose, such as a street widening, and existing <i>houses</i> are demolished; the annual <i>expenditure</i> and income in respect of these dwellings do not appear in the housing service. See <i>individual services</i> .	Stats SA Local government component	Executive Manager: Financial Statistics	Qualified
Individual services	Community and social services, such as education, health and welfare, rendered to individuals or a small group of persons. See <i>housing services</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Infrastructure	Physical structures used for the delivery of services (e.g. power lines, pipes, roads and assets such as trucks and equipment to unblock sewerage, pay-point offices and computers).	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Intangible assets	Identifiable non-monetary asset without physical substance.	ASB	Executive Manager: Financial Statistics	Qualified
Integrated Development Plan	A process by which municipalities prepare 5-year strategic plans that are reviewed annually in consultation with communities and stakeholders.	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified
Interest	The price paid for the use of borrowed money, or money earned by deposited funds.	Stats SA Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified
Internal loans	<i>Loans</i> to any fund or account within the <i>local government institution</i> are treated as <i>internal loans</i> . Total internal interest received and/or capitalised must correspond with the total internal interest paid. Also see note above for <i>capital charges</i> .	Stats SA Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Retired
International Financial Reporting Standards (IFRS)	Accounting standards adopted by the International Accounting Standard Board, stating how particular types of transactions and other events should be reported in financial statements.	Stats SA: Private sector component	Executive Manager: Financial Statistics	Qualified
Inventories	Stocks and work in progress, including: <ul style="list-style-type: none"> <li>• Outputs that are still held by the enterprise that produced them prior to their being further processed, sold, delivered to other units or used in other ways</li> <li>• Products acquired from other enterprises that are intended to be used for intermediate consumption or for resale without further processing (factored goods)</li> <li>• Goods in the process of manufacturing or work that has been partially done, but which has not yet been completed at the end of the reference period</li> <li>• Other: raw materials, components for processing, packing materials, fuel, consumable and maintenance stores, own manufactures and factored goods that have not been sold at the end of the reference period.</li> </ul>	SNA93	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Investment in marketable securities	<i>Investment in marketable securities</i> includes: <ul style="list-style-type: none"> <li>• Own stock;</li> <li>• Stocks of other <i>local government institutions</i></li> <li>• Government stock and <i>treasury bills</i></li> <li>• Public corporation stock</li> <li>• Investment in non-marketable instruments.</li> </ul>	Stats SA Quarterly financial statistics of municipalities, June 2005	Executive Manager: Financial Statistics	Retired
Investment property	The property that is held by the owner for renting or for capital appreciation.	ASB	Executive Manager: Financial Statistics	Qualified
Levy	A tax collected or financial contribution by households relating to the costs associated with a common good.	Stats SA Quarterly financial statistics of municipalities, June 2005	Executive Manager: Financial Statistics	Qualified
Liabilities	Obligations to provide economic benefits to the units holding the corresponding financial claims.	Local government	Executive Manager: Financial Statistics	Qualified
Liability	A present obligation of the entity arising from past events, the settlement of which is expected to result in an outflow from the entity of resources embodying economic benefits.	Local government	Executive Manager: Financial Statistics	Qualified
Loan	Money or securities supplied by one party (the lender) to a second party (the borrower) in a transaction in return for a promised future payment, including payment of interest as per agreed repayment schedules, by the borrower.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Local Economic Development	Is an approach towards economic development which allows and encourages local people to <i>work</i> together to achieve sustainable economic growth and development thereby bringing economic benefits and improved quality of life for all residents in a local municipal area.	Stats SA Non-financial census of municipalities for the year ended 30 June 2003	Executive Manager: Financial Statistics	Qualified
Local government	<i>Municipality</i> that shares a municipal executive and legislative authority in its area with a <i>district municipality</i> within whose area it falls as described in section 155(1) of the Constitution as a <i>category B municipality</i> .	Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)	Executive Manager: Financial Statistics	Qualified
Local government institutions	<i>Local government institutions</i> include: <ul style="list-style-type: none"> <li>• District municipalities</li> <li>• Metropolitan municipalities</li> <li>• Local municipalities.</li> </ul>	Selected building statistics of the private sector as reported by local government institutions, July 2005	Executive Manager: Financial Statistics	Draft

Term	Definition	Source	Ownership	Status
Local municipality	<i>Municipality</i> that shares a municipal executive and legislative authority in its area with a <i>district municipality</i> within whose area it falls described in section 155(1) of the Constitution as a category B <i>municipality</i> .	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Qualified
Long-term loan	A <i>loan</i> with an outstanding maturity of one year or longer.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Machinery and equipment	<i>Machinery and equipment</i> include motor vehicles, ships, aircraft, equipment and furniture. Military expenditure on <i>machinery and equipment</i> which could be used for civilian purposes is included.	Stats SA Financial statistics of extra-budgetary accounts and funds, 2003/2004	Executive Manager: Financial Statistics	Draft
Marketable loan stock	Stocks, <i>debentures</i> and similar debt instruments that are freely marketable, i.e. securities for which transfer registers are kept and which are usually listed on the stock exchange. Discounts originating with the issue of stocks below par are included in the stock liability.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Memorandum items	<i>Expenditure</i> on maintenance included in <i>remuneration of employees</i> and/or other goods and services and can be found in Table 2 in the columns for <i>memorandum items</i> .	Consolidated expenditure by the general government sector 2003/2004	Executive Manager: Financial Statistics	Retired
Metropolitan municipality	<i>Municipality</i> that has a municipal executive and legislative authority in an area that includes more than one <i>Municipality</i> , as described in section 155(1) of the Constitution as a category A <i>municipality</i> .	Local Government: Municipal Structures Act 1998, (Act No. 117 of 1998	Executive Manager: Financial Statistics	Qualified
Monetary gold	Gold coins, ingots, and bars with a purity of at least 995/1000 that are owned by units that undertake monetary authority functions.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Money market instruments	Instruments such as bankers' acceptance, trade bills, <i>promissory notes</i> , capital project bills, bridging <i>debentures</i> , negotiable certificates of deposits, Land Bank bills, Land Bank and the South African Reserve Bank's <i>debentures</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Municipal grants	Non-compulsory current or capital transfers received by a government unit from either another government unit or an international organisation.	Local government	Executive Manager: Financial Statistics	Qualified
Municipality	A generic term describing the unit of government in the third sphere responsible for <i>local government</i> in a geographically demarcated area. It includes district, local and metropolitan municipalities.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Net profit before providing for company tax and dividends	The net profit or loss of an enterprise prior to providing for tax and dividends.  Calculation: Total income less total expenditure less opening value of inventories plus closing value of inventories.	AFS	Executive Manager: Financial Statistics	Qualified
Non-current assets	See <i>fixed assets</i> , and <i>intangible assets</i>	Invertorwords.com	Executive Manager: Financial Statistics	Draft
Non-current liability	Liability that is not required to be paid within the next year.  Compare: <i>current liabilities</i>	<a href="http://Invertorwords.com">Invertorwords.com</a>	Executive Manager: Financial Statistics	Qualified
Non-financial public enterprise	A government-owned and/or -controlled unit which sells industrial or commercial goods and services to the public on a large scale.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Non-produced assets	Assets needed for production that have not themselves been produced, such as land, sub-soil assets, and certain intangible assets.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Other expenditure	<i>Other expenditure</i> includes payments by district municipalities to national and provincial government and other <i>local government institutions</i> for development aid.	Stats SA Quarterly financial statistics of municipalities, June 2005	Executive Manager: Financial Statistics	Retired
Other machinery and equipment	<i>Machinery and equipment</i> not included as vehicles, computer equipment, computer software and office furniture.	Provincial Government Expenditure, 2003/2004	Executive Manager: Financial Statistics	Qualified
Owners' equity	Residual interest in the entity's assets after deduction of liabilities.	AFS	Executive Manager: Financial Statistics	Qualified
Property, plant and equipment	Assets other than current assets, which cannot easily be converted into cash, such as land, buildings, vehicles, plant, machinery and equipment.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Provision	Any amount set aside for the purpose of meeting either specific requirements where the amounts thereof can be closely estimated, and specific commitments; or known contingencies and diminutions in values of <i>assets</i> existing as at the date of the balance sheet, where the amounts involved cannot be determined with significant accuracy. Including bad debts, <i>repairs and maintenance</i> , and loss of <i>rent</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified

Comment [A1]: Same website?



Term	Definition	Source	Ownership	Status
Public corporation	A public organisation which has a substantial degree of financial independence from the public authority that created them. A public authority (i.e. central or local government) normally appoints the whole of or a majority of the board of management.	Operational manual	Executive Manager: System of Registers	Qualified
Public financial institutions	Units primarily engaged in both incurring liabilities and acquiring financial assets in the market.  Note: <i>Financial institutions</i> may be entirely or mainly owned and/or controlled by the government in which case they are regarded as <i>public financial institutions</i> . It is the prime function of <i>public financial institutions</i> to act as intermediaries.	Stats SA Financial statistics of extra-budgetary accounts and funds, 2003/2004	Executive Manager: Financial Statistics	Qualified
Public non-financial corporations	Residential non-financial corporations and quasi-corporations that are controlled by government units and which sell industrial or commercial goods and services to the public on a large scale.  Note: <i>Public non-financial corporations</i> in South Africa include all corporations, quasi-corporations, and non-profit institutions (NPIs) principally engaged in financial intermediation or in auxiliary financial activities closely related to financial intermediation.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Purchases	Tangible items purchased by an entity primarily with the intention of selling them to customers.  Note: Purchases include: <ul style="list-style-type: none"> <li>• Raw materials, components used in production</li> <li>• Fuels for off-road vehicles</li> <li>• Spare parts and building materials</li> <li>• Purchases and transfers-in of factored goods, intermediate products and partially completed goods from related enterprises.</li> </ul>	Stats SA Economic activity survey, 2004	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Quarterly percentage change between a specific quarter of the previous year and the same quarter of the current year	Quarterly percentage change between the previous year and the current year for the same quarter refers to the comparison of the three months of the current quarter in the current year with that of the similar period of the previous year. The amounts shown for each quarter are not cumulative.	Remuneration of employees and turnover of institutions according to the levies received by district and metropolitan municipalities, by province, June 2005	Executive Manager: Financial Statistics	Retired
Quarterly percentage change between the previous year and the current year for the same quarter	The comparison of the three months of the current quarter in the current year with that of the similar period of the previous year. The amounts shown for each quarter are not cumulative.	Remuneration of employees and turnover of Institutions	Executive Manager: Financial Statistics	Draft
Rates and general services	Municipal services that are not economically self-supporting and are financed by imposing assessment and other rates, the receipt of <i>subsidies</i> and other contributions. This includes ambulance services, fire control (or fire-fighting), health services (clinics, old-age homes), roads and storm water drainage, parks and recreation (libraries, cultural activities, museums, sport administration, community halls, swimming pools, sports grounds, nature reserves, etc.), sewerage and cleansing, traffic (licensing offices) and <i>other services</i> (city engineers, administration, personnel, legal services, city treasurer, etc.). See <i>trading services</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Regional service levy	Payroll tax paid by registered levy payers on the total remuneration of their employees, in terms of the Local Government Transition Act (LGTA) of 1993.	Stats SA Remuneration of employees and turnover of institutions: Quarter ended 31 December 2004	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Repairs and maintenance	All construction work not included under new construction. Such repairs may be broken down into capital repairs and current <i>repairs and maintenance</i> .	OECD	Executive Manager: Financial Statistics	Draft
Repairs and maintenance	Include all <i>expenditure on repairs and maintenance</i> of the various <i>assets</i> of the department or service. Where considered necessary, the cost of repairs in respect of the various types of <i>assets</i> , e.g. <i>buildings</i> , plant, may be subdivided. Where <i>repairs and maintenance</i> have been charged to a 'provision for repairs account', the actual <i>expenditure</i> incurred during the current year has been reflected under this subdivision and the amount chargeable to the 'provision for repairs' is reflected as a deduction from the actual cost. Any balance of <i>expenditure</i> still remaining is treated as a charge against the current year.	Stats SA Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Draft
Reserve	Amounts set aside out of surpluses, which are not designed to meet any liability, contingency, commitment or diminution in the value of <i>assets</i> known to exist as at the date of the balance sheet. An example of a <i>reserve</i> would be the tariff stabilisation <i>reserve</i> .	Stats SA Quarterly financial statistics of municipalities, March 2005	Executive Manager: Financial Statistics	Qualified
Revaluation reserve	Reserve account that records the surplus created when <i>assets</i> are revalued.	Stats SA: Local government institution	Executive Manager: Financial Statistics	Qualified
Security services	Services undertaken to protect an entity's <i>assets</i> .  Note: Security services includes: <ul style="list-style-type: none"> <li>• Fees paid to contracted security companies</li> <li>• Electronic security systems such as alarms and surveillance cameras</li> <li>• IT security systems.</li> </ul>	Stats SA Economic activity survey, 2004	Executive Manager: Financial Statistics	Qualified
Self-insurance reserve	Reserve account set aside by the municipality to offset potential losses or claims that cannot be insured externally.  Note: The balance of the self-insurance reserve is determined based on 5% of the insurance risk carried by the municipality.	Stats SA: Local government institution	Executive Manager: Financial Statistics	Qualified
Service provider	An agent (person or institution or any combination of persons and institutions) which provides municipal service(s) on behalf of the Municipality.	Stats SA: Local government institution	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Short-term loans	Include <i>loans</i> from: <ul style="list-style-type: none"> <li>• Local authorities loans fund</li> <li>• <i>Local government institutions</i></li> <li>• Development Bank of Southern Africa</li> <li>• Public corporations</li> <li>• Banks</li> <li>• Insurers</li> <li>• Pension funds</li> <li>• Other domestic sources</li> <li>• Foreign sources.</li> </ul>	Stats SA Quarterly financial statistics of municipalities, June 2005	Executive Manager: Financial Statistics	Draft
Special Drawing Rights (SDRs)	SDR represents an unconditional right to obtain foreign exchange or other reserve assets from other IMF members.	Stats SA: National and provincial government institutions	Executive Manager: Financial Statistics	Qualified
Standing appropriations	Government's <i>expenditure</i> obligations that do not require a <i>vote</i> or statutory provisions, including contractual guarantee commitments and international agreements.	Consolidated expenditure by the general government sector 2003/2004	Executive Manager: Financial Statistics	Qualified
Statutory appropriations	Amounts appropriated to be spent in terms of statutes and not requiring appropriation by <i>vote</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Subsidies on production	Payments made to resident enterprises as a consequence of engaging in <i>production</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Subsidies on products	Payments made per unit of good or service.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Subsidy	Current unrequited payments that government units pay to enterprises to assist or encourage them, on the basis of the quantities or values of the goods and services that they produce, sell or <i>import</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Tax and company tax brought into account	Taxes on incomes, profits and capital gains, excluding value added tax (VAT). They are assessed on the actual or presumed incomes of enterprises or other units and exclude the employees' taxes and compulsory loan levies.	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Tax revenue (social)	Government income due to taxation.		Executive Manager: Financial Statistics	Draft
Trading services	Municipal services for which the tariffs are determined in such a way that the provision of the service should yield a trading profit; market-related goods and services. See <i>rates and general services</i> .	Stats SA Modified by March 2005 workshop	Executive Manager: Financial Statistics	Qualified

Term	Definition	Source	Ownership	Status
Trust funds (local authority)	Funds which form part of the local authority's money and which may have been donated or bequeathed to it for a specific use under its sole control. This amount is reflected in the consolidated balance sheet.	Stats SA: Financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Retired
Turnover	The total value of sales in a business during the <i>reference period</i> , including: <ul style="list-style-type: none"> <li>• The value of sales</li> <li>• Amounts received for work done</li> <li>• Amounts received for services rendered</li> <li>• <i>Rent</i> and or lease payments received for land and <i>buildings</i></li> <li>• <i>Rent</i>, leasing and hiring received for machinery, vehicles and other equipment.</li> </ul> Excluding : <ul style="list-style-type: none"> <li>• Value added tax (VAT)</li> <li>• <i>Net profit or loss</i> on sales or <i>revaluation of fixed assets</i> (including profit or loss on foreign exchange)</li> <li>• <i>Export</i> freight charges</li> <li>• Interest received</li> <li>• Excise duty.</li> </ul>	Stats SA Private sector component	Executive Manager: Financial Statistics	Qualified
Vote	An appropriation voted by national or provincial government. See <i>statutory appropriation</i> .	Stats SA Financial Statistics	Executive Manager: Financial Statistics	Qualified
Water Service Development Plan	The WSDP is a sectoral plan that falls within the inter-sectoral umbrella plan of the IDP.	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Financial Statistics	Draft

**Science and Technology**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Computer network equipment	Components of the computer that connect and convey data between one or more computers through various electronic media.	Local government	Executive Manager: Financial Statistics	Qualified
Computer software	The physical electronics device that is capable of instructing the computer to execute various electronic functions.	Local government	Executive Manager: Financial Statistics	Qualified
Heritage assets	Historical, environmental cultural, natural assets that have sentimental value to a specific community or to the country as a whole.	Local government	Executive Manager: Financial Statistics	Qualified
Technical targeting	The process whereby technology is used to regulate the provision of free basic services.		Executive Manager: Financial Statistics	Draft

**Social conditions/personal services**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Absolute poverty line	That level of the standard of living measure below which a <i>household</i> is unable to meet its basic needs.	Stats SA Concepts and Definitions Team	Executive Manager: Demographic and Social Analysis	Qualified
Adoption	A legal process which places a child in the care of a parent or parents other than his/her biological parents and transfer the rights and responsibilities of the biological parents to the adoptive parents.	GHS	Executive Manager: Social Statistics	Qualified
Broad-based approach	An approach whereby all consumer units in the municipality receive free basic services on the current billing system of the municipality.	Local Government	Executive Manager: Financial Statistics	Qualified
Bucket sanitation system	A toilet system with a pail or other removable receptacle placed directly under the toilet seats, and where no water or chemicals is used.	Local Government	Executive Manager: Financial Statistics	Qualified
Care dependency grant	A monthly grant from government to parent/guardian/foster parent of a child with disability and in need of full-time special care.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Child support grant	Government grant received on behalf of a child of a specific age as determined by legislation, in underprivileged families.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Community and social service	Libraries and archives, museums and art galleries, community halls and facilities, cemeteries and crematoria, Child-care, Aged-care, and other community services.	Stats SA: Local Government institutions	Executive Manager: Financial Statistics	Qualified
Community-based organisation (CBO)	A private, charitable, non-profit organisation based in and working in one or more local communities, and normally run by and for the community.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified

Term	Definition	Source	Ownership	Status
Decomposable poverty index (DPI or P <sub>2</sub> )	<p>Measure of the degree of inequality among the poor.</p> <p>Note: The DPI is considered conventional and measures the incidence of poverty and the degree of inequality among the poor using an aversion parameter and determines the proportionate decrease from the <i>poverty line</i>. It also shows the living standards and relates them to the <i>population at large</i>.</p>	Forster et al, 1984, World Bank (1993 & 1995)	Executive Manager: Demographic and Social Analysis	Qualified
Denomination	A branch of <i>religion</i> or faith group. For example, where <i>religion</i> is given as Christian, the <i>denomination</i> might be given as Methodist.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Disability grant	Government grant received by adults, who are certified to have mental or physical disability, which lasts six months or longer and renders them unfit to work.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Expenditure gap ratio (EGR)	Measure that considers the degree of poverty and the extent to which <i>expenditure</i> of the poor lies below the <i>poverty line</i> .	Stats SA Income and Expenditure Survey	Executive Manager: Demographic and Social Analysis	Qualified
Foster care	A system by which a certified adult act as stand-in 'parent' and temporarily cares for a minor child or a young person who has been removed from the custody of their birth parent(s) or other custodial adult by the State Authority.	GHS	Executive Manager: Social Statistics	Qualified
Foster parent	An individual who has <i>foster care</i> of a child by order of the State Authority.	GHS	Executive Manager: Social Statistics	Qualified
Free basic services	A basic amount of a basket of four basic services: water, electricity, sewerage and sanitation, and refuse removal that poor households get for free.	DPLG	Executive Manager: Financial Statistics	Qualified
Free basic water	An amount of water determined by government that should be provided free to poor <i>households</i> to meet basic needs, currently set at 6 kℓ per month per <i>household</i> within 200 metres from each <i>dwelling</i> .	Stats SA Non-financial census of municipalities for the year ended 30 June 2004	Executive Manager: Social Statistics	Qualified
Grant	Financial assistance provided by government, a public fund or private institution to a person or organisation for a specific purpose.	DSD and SASSA	Executive Manager: Social Statistics	Qualified



Term	Definition	Source	Ownership	Status
Grant in aid	An additional grant awarded to persons who are already in receipt of an old-age grant, disability grant or war veteran's grant, and who need full-time care from someone else.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Head-count ratio (HCR or P0)	The percentage or proportion of persons taken to be poor, in relation to the total <i>population</i> in a given country, region, etc. In other words, it is the proportion of the <i>population</i> whose standard of living is lower than the country-specific <i>poverty line</i> (usually measured in terms of income or <i>consumption</i> ).	Stats SA Measuring poverty in South Africa	Executive Manager: Demographic and Social Analysis	Qualified
Homeless person	A person with no form of shelter and no known residential address.	GHS	Executive Manager: Social Statistics	Qualified
Indigent household	A household that qualifies to receive some or all basic services for free because they have no income or low income.  These households must have been identified by the municipality and appear on the indigent register, in line with the municipal indigent policy.	DPLG	Executive Manager: Social Statistics	Qualified
Institution	A communal place of residence for people with common characteristics.  Compare: <i>special dwelling</i>  Examples: hospital, school hostel, prison, defense force barracks or convent. Such sets of living quarters usually have certain common facilities shared by the occupants, i.e. baths, lounges, dormitories, etc.	GHS	Executive Manager: Social Statistics	Qualified
Minimum acceptable standard of living	The ability for an individual or <i>household</i> to meet their basic needs, namely minimum accommodation, water, food, health care, education and <i>sanitation</i> .	Stats SA Integrative Analysis	Executive Manager: Demographic and Social Analysis	Qualified
Multiple households	Two or more <i>households</i> living in one <i>dwelling unit</i> .	GHS	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Non-government Organisation (NGO)	A wide range of institutions which are not established by or operated by government. NGOs are usually private, non-profit entities which are run by their members.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Old-age grant	Financial assistance provided by the government to elderly people who comply with the means test.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Old-age pension	Money paid regularly by the government to people when they reach a predefined age to compensate for loss of earnings.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Pension	A steady income received by a person, usually after retirement, from a former employer, pension fund or other retirement provider.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Permanent disability grant	A government grant received when the disability will continue for more than a year.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Poverty gap	The difference between the <i>poverty line</i> and mean income of the poor, expressed as a ratio of the <i>poverty line</i> .	Stats SA General Household Survey	Executive Manager: Demographic and Social Analysis	Qualified
Priority poverty indicators	Country-specific indicators that, taken together, provide an overview of the state of poverty in that country.	Modified by March 2005 workshop	Executive Manager: Demographic and Social Analysis	Qualified
Poverty gap index (P1)	The proportion by which an individual or a <i>household</i> is below the <i>poverty line</i> .  Note: The <i>poverty gap</i> multiplied by the headcount index, gives the <i>poverty gap index</i> .	World Bank	Executive Manager: Demographic and Social Analysis	Qualified
Poverty line	Line drawn at a particular level of income or <i>consumption</i> . <i>Households/individuals</i> whose incomes fall below a given level of the <i>poverty line</i> or whose <i>consumption</i> level is valued at less than the value of the <i>poverty line</i> are classified as poor. See <i>relative poverty line</i> and <i>absolute poverty line</i> .	Stats SA Measuring poverty in South Africa, 2000	Executive Manager: Demographic and Social Analysis	Draft
Poverty profile	A description of how the extent of poverty varies across subgroups of a given <i>population</i> , characterised by, for example, their <i>gender</i> , region of <i>residence</i> , type of <i>economic activity</i> , source of income, etc.	Stats SA Measuring poverty in South Africa, 2000	Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Public safety	Protection from events that could endanger the safety of general public from danger such as injury, crime, or disaster.	Stats SA: Local government	Executive Manager: Financial Statistics	Qualified
RDP	See <i>Reconstruction and Development Programme</i> .	GHS	Executive Manager: Social Statistics	Qualified
RDP house	House that was constructed for households with low income through the Reconstruction and Development Programme.	GHS	Executive Manager: Social Statistics	Qualified
Reconstruction and Development Programme	A government programme that was designed to improve the standard of living among the underprivileged members of the population by providing low-cost housing, basic services, education, and health care.	GHS	Executive Manager: Social Statistics	Qualified
Recreational land	Land that is usually used for entertainment purposes.  Note: It includes state parks, golf courses, caravan parks, nature reserves, forest areas, state land, public entertainment areas, parks and botanical gardens.	GHS	Executive Manager: Social Statistics	Qualified
Relative poverty	The position of an individual or <i>household</i> compared with the average income in a given country.	World Bank	Executive Manager: Demographic and Social Analysis	Qualified
Relative poverty line	Under the <i>relative poverty line</i> approach, a <i>household</i> can be defined as poor relative to others in the same society or economy. Thus a <i>relative poverty line</i> varies as the average of total <i>population consumption</i> varies. It involves drawing an arbitrary line by identifying the proportions (such as mean, median, or even a fraction of the mean) and establishing a <i>poverty line(s)</i> from <i>expenditure</i> or income data. See <i>poverty line</i> .	World Bank	Executive Manager: Demographic and Social Analysis	Draft
Religion	Religious or spiritual belief or preference, or an affiliation with an organised group having specific religious or spiritual tenets.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Population Statistics	Qualified
Self-targeting approach	An approach whereby only registered <i>indigent</i> households receive free basic services from the municipality.	Local government	Executive Manager: Financial Statistics	Qualified
Social benefits	Transfers in cash or in kind to protect the entire population or a specific segment of it against certain social risks.		Executive Manager: Social Statistics	Qualified

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Social relief	A temporary and immediate provision of material assistance to a person who has lost his/her possessions through a natural disaster.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
Temporary disability grant	A government grant received when the disability will continue for a period of not less six months, and not more than twelve months.	DSD and SASSA	Executive Manager: Social Statistics	Qualified
War veterans' grant	A grant received by persons 60 years or older; who served the country in one of the officially listed wars, and who are unable to maintain themselves due to physical/mental disability.	DSD and SASSA	Executive Manager: Social Statistics	Qualified

**Statistical processes/methodology**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Acceptable statistics	Statistics which meet most, but not all, the quality requirements as stipulated by Stats SA and are such that despite their limitations, deductions can be made and they can therefore be utilised.	SASQAF document	Executive Manager: Methodology and Standards	Qualified
Accessibility	Cost associated with the collection and production of a statistical product, and the burden on respondents.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Accuracy	Closeness of computations or estimates to the exact or true values that the statistics were intended to measure.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Active metadata	<i>Metadata</i> , which are physically integrated with the information system containing the data that the <i>metadata</i> inform about.	UNECE/UNSC	Executive Manager: Methodology and Standards	Qualified
Adjustment for statistical purposes	A set of procedures employed to improve <i>coverage</i> , <i>classification</i> , timing or valuation of the data, conform to an accounting or recording basis, or address data quality differences in compiling specific datasets.	Suggested by March 2005 workshop group as a general definition	Executive Manager: Methodology and Standards	Qualified
Administered item	Registry item for which administrative information is recorded in an administration record.	SDMX (2009)	Executive Manager: Standards	Qualified
Administration record	Collection of administrative information for an administered item.	ISO/IEC FDIS 11179-1 "Information technology - Metadata registries - Part 1: Framework", March 2004	Executive Manager: Standards	Qualified
Administrative data	The set of units and data derived from an <i>administrative source</i> .	SDMX (2009)	Executive Manager: Standards	Qualified
Administrative source	A data holding containing information collected and maintained for the purpose of implementing one or more administrative regulations.	SDMX (2009)	Executive Manager: Standards	Qualified
Aggregated data	The result of transforming unit level data into quantitative measures for a set of characteristics of a population.	SDMX (2009)	Executive Manager: Standards	Qualified
Base period	The period of time used as the base of an index number, or to which a constant series refers.	SDMX (2009)		Qualified
Base year	See <i>base period</i> .	SDMX (2009)	Executive Manager: Standards	Qualified

Term	Definition	Source	Ownership	Status
Benchmark years	Those years in respect of which authoritative and detailed data are available.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Bias	An effect which deprives a statistical result of representativeness by systematically distorting it, as distinct from a random error which may distort on any one occasion but balances out on the average.	The International Statistical Institute, "The Oxford Dictionary of Statistical Terms", edited by Yadolah Dodge, Oxford University Press, 2003	Executive Manager: Methodology and Evaluation	Qualified
Blocking	The procedure, during listing, whereby roads and streets in urban formal and some tribal areas are used to create the boundaries of blocks to ensure that the entire PSU is listed.  Note: These blocks are listed sequentially, ensuring that corner houses/structures are not erroneously omitted or duplicated.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Census	A total count of a set of observations belonging to a given <i>population</i> at a given time in a given area. See <i>population census</i> .	UBOS	Executive Manager: Standards	Qualified
Classification	A set of discrete, exhaustive and mutually exclusive categories that can be assigned to one or more variables or items.	SDMX Metadata common vocabulary (adapted)	Executive Manager: Methodology and Standards	Qualified
Classification of individual consumption according to purpose (COICOP)	International system of classification of goods and services based on individual consumption by purpose.	LCS	Executive Manager: Household Budget Statistics	Qualified

Term	Definition	Source	Ownership	Status
Classification, standard	Classification that follows prescribed rules and is generally recommended and accepted.  Note: Standard classifications aim to ensure that information is classified consistently regardless of the collection, source, point of time, etc.	SDMX Metadata common vocabulary	Executive Manager: Methodology and Standards	Qualified
Classification system	Arrangement or division of objects into groups based on characteristics which the objects have in common.	SDMX (2009)	Executive Manager: Standards	Qualified
Classification unit	The basic unit to be classified in the classification.	<a href="http://unstats.un.org/unsd/class/family/glossary_short.asp">http://unstats.un.org/unsd/class/family/glossary_short.asp</a>	Executive Manager: Standards	Qualified
Classification version	List of mutually exclusive categories representing the version-specific values of the classification variable.	Neuchatel Group, "Neuchatel Terminology: Classification database object types and their attributes - Version 2", September 2002	Executive Manager: Standards	Qualified
Cluster sampling	<i>Sampling method</i> where the elements are drawn in groups, often based on proximity. This overcomes the constraints of costs and time associated with a much-dispersed <i>population</i> .	UBOS	Executive Manager: Methodology and Standards	Qualified
Code	A language-independent set of letters, numbers or symbols that represent a concept whose meaning is described in a natural language.	SDMX (2009)	Executive Manager: Standards	Qualified
Code list	A predefined list from which some statistical coded concepts take their values.	SDMX (2009)	Executive Manager: Standards	Qualified
Coding	The process of converting verbal or textual information into codes representing classes within a classification scheme, to facilitate data processing, storage or dissemination.	SDMX (2009)	Executive Manager: Standards	Qualified
Coding error	The assignment of an incorrect code to a data item.	SDMX (2009)	Executive Manager: Standards	Qualified
Coherence	Adequacy of statistics to be combined in different ways and for various uses.	SDMX (2009)	Executive Manager: Standards	Qualified
Cold deck	The <i>imputation</i> technique used during <i>data editing</i> where missing or inconsistent values are calculated or derived from other information about the <i>household</i> or person. Synonym <i>logical imputation</i> . See <i>hot deck</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified

Term	Definition	Source	Ownership	Status
Collection	See <i>data collection</i> .	SDMX (2009)	Executive Manager: Standards	Qualified
Comparability	The extent to which differences between statistics can be attributed to differences between the true values of the statistical characteristics.	SDMX (2009)	Executive Manager: Standards	Qualified
Completeness	See <i>relevance</i> .	SDMX (2009)	Executive Manager: Standards	Qualified
Completion	A process of rectifying characters manually according to predefined rules. It is done on unrecognised data received from the tiling process.  <i>Note:</i> Completion is carried out on all alpha characters and numeric characters to improve coding accuracy.		Executive Manager: Population Census	Qualified
Concept	A unit of knowledge created by a unique combination of characteristics.	ISO/IEC FDIS 11179-1 "Information technology - Metadata registries – Part 1: Framework", March 2004	Executive Manager: Standards	Qualified
Conceptual domain	Concept that expresses its valid instance meanings or description.	ISO/IEC Committee Draft 11179-3: 2007, Information technology - Metadata Registries (MDR) - Part 3: Registry Metamodel and basic attributes, August 2007	Executive Manager: Standards	Qualified
Confidentiality	A property of data indicating the extent to which their unauthorised disclosure could be prejudicial or harmful to the interest of the source or other relevant parties.	SDMX (2009)	Executive Manager: Standards	Qualified
Consistency	Logical and numerical coherence.	International Monetary Fund, "Data Quality Assessment Framework – DQAF – Glossary", unpublished	Executive Manager: Standards	Qualified



Term	Definition	Source	Ownership	Status
Consolidation	The process that takes data from different systems, entities (and possibly formats) and combines that information to create a unified view.	SDMX (2009)	Executive Manager: Standards	Qualified
Content re-verification	A process of determining and verifying the contents of a questionnaire box.	CS	Executive Manager: Population Census	Qualified
Context	Circumstance, purpose, and perspective under which an object is defined or used.	ISO/IEC FDIS 11179-1 "Information technology - Metadata registries – Part 1: Framework", March 2004	Executive Manager: Standards	Qualified
Coverage	The definition of the population that statistics aim to cover.	SDMX (2009)	Executive Manager: Methodology and Evaluation	Qualified
Coverage error	Error caused by a failure to adequately cover all components of the population being studied, which results in differences between the target population and the sampling frame.	UNSD	Executive Manager: Methodology and Evaluation	Qualified
Data	A representation of facts, concepts, or instructions in a formal manner, suitable for communication, interpretation, or processing by humans or by automatic means.	SDMX Metadata common vocabulary (adapted)	Executive Manager: Methodology and Standards	Qualified
Data confidentiality	A property of <i>data</i> , usually resulting from legislative measures, which prevents it from unauthorised disclosure.	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Data editing	Activity aimed at detecting and correcting errors, logical inconsistencies and suspicious data.	UNECE	Executive Manager: Methodology and Standards	Qualified
Data element	A unit of <i>data</i> for which the definition, identification, representation and permissible values are specified by a set of attributes.	SDMX Metadata common vocabulary	Executive Manager: Methodology and Standards	Qualified
Data Imputation	The procedure of entering a value for a specific <i>data item</i> , where the response is missing or unusable.	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Data item	One occurrence of a <i>data element</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Data processing	The operation performed on data in order to derive new information according to a given set of rules.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Data revision	Any change in a value of a statistic released to the public by an official statistical agency.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified

Term	Definition	Source	Ownership	Status
Data sharing	Exchange of data and/or metadata in a situation involving the use of open, freely available data formats and where process patterns are known and standard.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Definition	A statement of the precise meaning of something within the context of intended use.	UNSD (UN glossary of classification terms) modified by March workshop	Executive Manager: Methodology and Standards	Qualified
Diary of expenditure	A record with discrete entries arranged by date reporting on what has happened over the course of a defined period of time (e.g. diary of expenditure, diary of time use, etc.)	LCS	Executive Manager: Household Budget Statistics	Qualified
Dissemination	Distribution or transmission of statistical data to users.	UNECE	Executive Manager: Methodology and Standards	Qualified
Dynamic imputation	See <i>hot deck</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Embargo time	The exact time at which the data can be made available to the public.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Follow-up	A further attempt to obtain information because the initial attempt has failed or new information has become available.	LCS	Executive Manager: Household Budget Statistics	Qualified
Frame	A list, map or other specification of the units which define a population to be completely enumerated or sampled.	The International Statistical Institute, "The Oxford Dictionary of Statistical Terms", edited by Yadolah Dodge, Oxford University Press, 2003	Executive Manager: Methodology and Standards	Qualified
Gini index	Index that shows how close a given distribution of income is to absolute equality or inequality.  Note: The Gini coefficient is the ratio of the area between the 45-degree line and the Lorenz curve and the area of the entire triangle. As the coefficient approaches zero, the distribution of income or <i>consumption</i> approaches absolute equality, and absolute inequality if it approaches 1.	UNSD	Executive Manager: Demographic and Social Analysis	Qualified

Term	Definition	Source	Ownership	Status
Hot deck	The imputation technique used in <i>data editing</i> where the source for imputed values is constantly updated from valid response combinations encountered during processing, thus reflecting the reality of the <i>households</i> and persons most recently processed. Synonym: <i>dynamic imputation</i> . See <i>cold deck</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Information	Knowledge concerning any objects such as facts, events, things, processes or ideas including concepts that within a certain context have particular meanings.	UNECE	Executive Manager: Methodology and Standards	Qualified
Interview, direct	The <i>data</i> collection process by which the fieldworker puts the questions on the <i>questionnaire</i> to the <i>respondent</i> and records the answers. See <i>self-enumeration</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Item response rate	The ratio of the number of eligible units responding to an item to the number of responding units eligible to have responded to the item.	Madow W, Nisselson H, and Olkin I, "Incomplete Data in Sample Surveys", Academic Press, New York, 1983	Executive Manager: Methodology and Standards	Qualified
Key from image(KFI)	A process of capturing data by looking at the <i>image</i> .	CS	Executive Manager: Population Census	Draft
Key from paper(KFP)	A process of capturing data by looking at the <i>physical questionnaire</i> .	CS	Executive Manager: Population Census	Draft
Listing error	An error committed during listing.	CS	Executive Manager: Population Census	Draft
Logical imputation	See <i>cold deck</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Macro data	Observation <i>data</i> gained by a purposeful aggregation of statistical <i>micro data</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Master sample	A <i>sample</i> drawn from a population for use on a number of future occasions, so as to avoid ad hoc sampling on each occasion.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Matching	An operation whereby <i>households</i> and individuals enumerated during a census and a <i>post-enumeration survey</i> are compared for similarities and differences.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Metadata	Data about data, that refer to the definitions, descriptions of procedures, system parameters, and operational results which characterise and summarise statistical programs.	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Metadata registry	An information system for registering <i>metadata</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Methodology	A set of research methods and techniques applied to a particular <i>field of study</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Micro data	Observation <i>data</i> collected on an individual object or <i>statistical unit</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Multi-stage sampling	<i>Sampling method</i> where selection of the <i>sample</i> is carried out in several stages, i.e. primary units are regarded as a <i>population</i> from which <i>subsamples</i> of secondary units are selected.	UBOS	Executive Manager: Methodology and Standards	Qualified
National statistics	Refer to statistics from other organs of state and agencies that are in the public domain, and have not been designated as <i>official statistics</i> .	SASQAF document	Executive Manager: Methodology and Standards	Qualified
Non-contact form	A form on which the data collector records instances of failure to make contact and the reasons.	CS	Executive Manager: Population Census	Draft
Non-sampling error	Error that arises at any stage of the <i>survey</i> operation except in the <i>sampling</i> stage, e.g. <i>coverage</i> errors, response errors and processing errors. See <i>sampling error</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Non-usable information	Information, given by the respondents during the interview, that cannot be used.	CS	Executive Manager: Population Census	Draft
Official statistics	Statistics that meet the quality requirements as stipulated by Stats SA and are relevant beyond the organ or agency that collected them.	SASQAF document	Executive Manager: Methodology and Standards	Qualified
Partly complete	A questionnaire that has not been fully completed.	CS	Executive Manager: Population Census	Draft
Passive metadata	<i>Metadata</i> refer to the <i>data</i> but not connected with them and are entered separately typically using forms.	UNECE/UNSC	Executive Manager: Methodology and Standards	Draft

Term	Definition	Source	Ownership	Status
Percentage change	The change in an index (or other series) from one period to another expressed as a percentage of its value in the first of the two periods.	OECD	Executive Manager: Financial Statistics	Qualified
Poor statistics	Statistics which meet few of the quality requirements as stipulated by Stats SA. They are designated as poor to the extent that very limited deductions can be made, and they are therefore difficult to use.	SASQAF document	Executive Manager: Methodology and Standards	Qualified
Primary sampling unit (PSU)	Geographical area comprising one or more <i>enumeration areas</i> of the same type (and therefore not necessarily contiguous) that together have at least one hundred <i>dwelling units</i> .	Stats SA Household surveys (amended)	Executive Manager: Methodology and Standards	Qualified
Probing	The technique that is used to obtain a complete and relevant response by asking further questions.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Profiling	A continuous process of analysing the structural characteristics of a complex group of companies.	Operational manual	Executive Manager: Business Frame	Qualified
Proxy	A person who answers questions on behalf of another person.	Wikipedia online Encyclopaedia	Executive Manager: Methodology and Standards	Qualified
PSU listing book	A book containing information about listed structures in a PSU.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
PSU number	It is a unique number given to a primary sampling unit (PSU) for the purpose of record-keeping.	QLFS	Executive Manager: Household Labour Market Statistics	Qualified
Publicity	A type of public relations in the form of a news item or story which conveys information about a product, service, or idea in the media.	LCS	Executive Manager: Household Budget Statistics	Qualified
Quality Assurance	All actions taken to ensure that standards and procedures are adhered to and that delivered products or services meet performance requirements.	LCS	Executive Manager: Household Budget Statistics	Qualified
Quality management	Systems and frameworks in place within an organisation to manage the quality of statistical products and processes.	SDMX (2009)	Executive Manager: Methodology and Standards	Qualified
Question	A request for information.	OECD	Executive Manager: Methodology and Standards	Qualified

Term	Definition	Source	Ownership	Status
Questionable statistics	Statistics which meet almost none of the quality requirements as stipulated by Stats SA. They are designated as questionable statistics to the extent that no deductions can be made, and they are therefore unusable.	SASQAF document	Executive Manager: Methodology and Standards	Qualified
Questionnaire design	The process of developing a <i>questionnaire</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Questionnaire	A group or sequence of <i>questions</i> designed to elicit information upon a subject, or a sequence of subjects, from an informant.	OECD	Executive Manager: Methodology and Standards	Qualified
Random number	A number allocated to a <i>statistical unit</i> that is mainly used for sampling purposes.	Operational manual	Executive Manager: Business Frame	Qualified
Rate	The amount of something considered in relation to, or measured according to another amount multiplied by a constant, usually 100 or 1 000 or 100 000, e.g. birth rate.	March 2005 workshop	Executive Manager: Methodology and Standards	Qualified
Rate of change	The estimate that indicates <i>percentage change</i> in the variables of interest over two different periods of time. It shows the growth or decline in such variables. For instance <i>Gross Domestic Product (GDP)</i> growth rates, rate of <i>inflation</i> , <i>population</i> growth rates, etc.	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Record number	A unique number usually from 001–600 pre-printed in the Enumerator Area Summary Book.  <i>Note:</i> During listing, each dwelling unit or other place to be visited for purposes of enumeration is associated with a separate record number in the EA Summary Book. Each record number is on a separate line or row.	CS	Executive Manager: Population Census	Draft
Reference period	The period of time (day, week, month, or year) for which information is relevant.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Qualified
Refusal	Situation when a <i>household</i> or individual refuses to answer the <i>questions</i> or complete the <i>questionnaire</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Draft
Refusal letter/form	The form completed by the data collector when a <i>respondent</i> refuses to answer the questions or to complete a <i>questionnaire</i> , with the reasons for the <i>refusal</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Qualified
Resolved case	A case, of a person, <i>household</i> or a <i>questionnaire</i> , where <i>matching</i> between the census and the <i>post-enumeration survey</i> is successful.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified

Term	Definition	Source	Ownership	Status
Respondent	The person or organisation that answers the questions or completes the <i>questionnaire</i> .	Editing team	Executive Manager: Methodology and Standards	Qualified
Sample	Part of the <i>population</i> on which information can be obtained to infer about the whole <i>population</i> of units of interest.	Stats SA Sample maintenance manual for economics	Executive Manager: Methodology and Standards	Qualified
Sample survey	A <i>survey</i> conducted using a <i>sample</i> .	Stats SA Sample maintenance manual for economics	Executive Manager: Methodology and Standards	Draft
Sampling	Selecting elements from a <i>population</i> in such a way that they are representative of the <i>population</i> .	Stats SA Sample maintenance manual for economics	Executive Manager: Methodology and Standards	Draft
Sampling error	That part of the difference between a <i>population</i> value and an estimate derived from a random <i>sample</i> which is due to the fact that only a <i>sample</i> was observed. See <i>non-sampling error</i> .	March 2005 Workshop	Executive Manager: Methodology and Standards	Qualified
Sampling frame	A comprehensive list of distinct and distinguishable units within a <i>population</i> from which a <i>sample</i> is drawn.	Stats SA Sample maintenance manual for economics	Executive Manager: Methodology and Standards	Qualified
Sampling method	See <i>cluster sampling, multi-stage sampling, simple random sampling, stratified sampling, and systematic sampling</i> .	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Qualified
Scanning	A process of effectively converting questionnaires into images.  Note: The scanner reproduces the questionnaires as they are, in the form of an image.	CS	Executive Manager: Population Statistics	Draft
Seasonal adjustment	A statistical technique to remove the effects of seasonal calendar influences operating on a series.	Australian Bureau of Statistics, "An Analytical Framework for Price Indexes in Australia: Glossary and References", Canberra, 1997	Executive Manager: Methodology and Standards	Qualified
Self-enumeration	The practice whereby <i>respondents</i> complete the <i>questionnaire</i> themselves.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Draft



Term	Definition	Source	Ownership	Status
Simple random sampling (SRS)	<i>Sampling method</i> in which the desired elements are selected by a chance or probability process and each element in the <i>population</i> has an equal chance of being selected.	UBOS	Executive Manager: Methodology and Standards	Qualified
Square matrix	A matrix is square when it has an equal number of columns and rows.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Statistical standard	A comprehensive set of guidelines for <i>surveys</i> and administrative sources collecting information on a particular topic, including definitions, <i>statistical units</i> , <i>classifications</i> , coding processes, <i>questionnaire</i> modules, and output categories.	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Statistical unit	Any unit about which statistics are tabulated, compiled or published.	Stats SA Census 2001 Concepts and Definitions	Executive Manager: Methodology and Standards	Qualified
Stratification	A sampling procedure in which the population is divided into homogeneous subgroups or strata and the selection of samples is done independently in each stratum.	Statistics Canada, Canada's National Statistical Agency, online glossary of statistical terms and definitions	Executive Manager: Methodology and Standards	Qualified
Stratified sampling	<i>Sampling method</i> in which the <i>population</i> is divided into homogeneous sets or strata with respect to the characteristics being studied and a random <i>sample</i> is drawn from each <i>stratum</i> independently.	UBOS	Executive Manager: Methodology and Standards	Qualified
Stratum	A <i>stratum</i> is constructed by concatenating the <i>SIC</i> classification and size group variables.	Stats SA Personal services industry, 2004	Executive Manager: Industry and Trade Statistics	Draft
Study domain	A segment of the population for which separate statistics are needed.	UNSD	Executive Manager: Methodology and Standards	Qualified
Survey	A process which collects, examines, and reports on data concerning variables of interest for a <i>reference period</i> .	Stats SA Methodology and Standards	Executive Manager: Methodology and Standards	Qualified
Systematic sampling	<i>Sampling method</i> in which the elements are numbered consecutively and the first unit ( <i>n</i> ) in the <i>sample</i> is selected randomly. The <i>sample</i> is selected by taking the <i>n</i> th, ( <i>n</i> + <i>s</i> )th, ( <i>n</i> +2 <i>s</i> )th, ..., etc., where <i>n</i> is not larger than the <i>sampling interval</i> ( <i>s</i> ), which is obtained by dividing the total <i>population</i> by the sample size.	UBOS	Executive Manager: Methodology and Standards	Qualified



Term	Definition	Source	Ownership	Status
Target population	The set of elements about which information is wanted and estimates are required. Practical considerations may dictate that some units are excluded (e.g. institutionalised individuals, the homeless, or those who are not be possible to access without incurring excessive cost).	Statistics Canada, "Statistics Canada Quality Guidelines", 4th edition, October 2003, page 17	Executive Manager: Methodology and Standards	Qualified
Term	A designation of a defined concept in a special language by a linguistic expression.	ISO International Standard 1087-1:2000, Terminology work -- Vocabulary – Part 1: Theory and application, November 2004	Executive Manager: Methodology and Standards	Qualified
Tiling	A process of identifying false positives visually before they are passed to the completion process.	CS	Executive Manager: Population Census	Draft
Unresolved case	A case, of a person, <i>household</i> or <i>questionnaire</i> , where <i>matching</i> between the census and the <i>post-enumeration survey</i> fails because of a lack of adequate information or because responses differ.	Stats SA Population Census	Executive Manager: Population Statistics	Qualified
Value domain	A set of permissible values.	ISO/IEC FDIS 11179-1 "Information technology - Metadata registries – Part 1: Framework", March 2004	Executive Manager: Methodology and Standards	Qualified
Value meaning	The meaning or semantic content of a value.	ISO/IEC FDIS 11179-1 "Information technology - Metadata registries – Part 1: Framework", March 2004	Executive Manager: Methodology and Standards	Qualified
Weight	The importance of an object in relation to a set of objects to which it belongs.	The International Statistical Institute, "The Oxford Dictionary of Statistical Terms", edited by Yadolah Dodge, Oxford University Press, 2003	Executive Manager: Methodology and Standards	Qualified

**Trade**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Acknowledgement of debt	A statement by a person/debtor in which he admits that he owes money to an individual or a company or a bank.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Retired
Acquisition approach	An approach taking into account the total value of goods and services actually acquired during a given period, whether fully paid for or not during the period.	LCS	Executive Manager: Financial Statistics	Qualified
Bill	A statement of charges for a service rendered or for the amount owed.	Stats SA Statistics of civil cases for debt, May 2006	Executive Manager: Short-term Indicators	Retired
Cleaning service	Cleaning using own staff or cleaning using subcontractors.	Stats SA Personal services industry, 2004	Executive Manager: Short-term Indicators	Draft
Consumption approach	An approach that takes into account the total value of all goods and services consumed (or used) during a given period.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Export	Outward flow of goods and services leaving the economic territory of a country to the outside world.	Wikipedia online Encyclopaedia	Executive Manager: Short-term Indicators	Qualified
Free-on-board	Relates to goods destined for the <i>export</i> market. Railage, road transport and docking charges are involved, but no charges are made for transport by sea.	Stats SA Mining: Production and sales, July 2005	Executive Manager: Short-term Indicators	Qualified
Free-on-board (f.o.b.) price	The <i>purchasers' price</i> paid by an <i>importer</i> taking delivery of goods at the exporter's frontier after loading on to a carrier and after payment of any <i>export</i> taxes or the receipt of any tax rebates.	Stats SA Gross Domestic Product Annual estimates: 1993–2004 Annual estimates per region: 1995–2004 Third quarter: 2005	Executive Manager: National Accounts	Qualified
Free-on-rail	Relates to goods sold on the local market where no railage or road transport costs are involved.	Stats SA Mining: Production and sales, July 2005	Executive Manager: Short-term Indicators	Qualified
Import	Inward flow of goods and services entering the economic territory of a country from the outside world.	Wikipedia online Encyclopaedia	Executive Manager: Short-term Indicators	Retired

Term	Definition	Source	Ownership	Status
Individual services	Services rendered to individuals or a small group of persons.  Note: This category applies particularly to community and social services such as education, health and welfare.	Stats SA	Executive Manager: Short-term Indicators	Draft
Instalment sale transaction	A sale transaction where a person buys goods on credit and pays for them in instalments, e.g. every week or month, until he/she settles the debt.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Intangible fixed assets	Assets that cannot be seen, touched or physically measured.  Inclusions: <ul style="list-style-type: none"> <li>• Mineral exploration</li> <li>• Computer software</li> <li>• Entertainment, literary, and artistic originals</li> <li>• Miscellaneous other intangible fixed assets.</li> </ul>	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Net profit or loss after tax	Net profit or loss less company tax paid or provided for during the reference period.	Stats SA Economic activity survey, 2004	Executive Manager: Financial Statistics	Qualified
Net profit or loss before tax	The difference between total income and total <i>expenditure</i> before providing for drawings by proprietors or partners, company or <i>dividends</i> .	Stats SA Personal services industry, 2004	Executive Manager: Short-term Indicators	Draft
Open account transaction	An account that does not have a final payment date and a person can always take more goods and keep paying as long as he has credit (also known as revolving credit).	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Short-term Indicators	Qualified
Other fixed assets	Cultivated assets and intangible fixed assets.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Output	Goods or services that are produced within an <i>establishment</i> that become available for use outside the <i>establishment</i> , plus any goods and services produced for own final use.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Professional services	Medical doctors/dentists, advocates/attorneys, auditors/accountants, architects, engineers and hospital services.	Stats SA Statistics of civil cases for debt, July 2005	Executive Manager: Industry and Trade Statistics	Draft
Re-exports	Foreign goods exported in the same state as previously imported.	UNSD	Executive Manager: Industry and Trade Statistics	Qualified

Term	Definition	Source	Ownership	Status
Retailer	An enterprise deriving more than 50% of its <i>turnover</i> from sales of goods to the general public for <i>household</i> use.	Stats SA Retail trade sales, June 2005	Executive Manager: Industry and Trade Statistics	Qualified
Retail trade	Includes the resale (sale without transformation) of new and used goods and products to the general public for <i>household</i> use.	Stats SA Retail trade sales, June 2005	Executive Manager: Industry and Trade Statistics	Qualified
Transfer	A transaction in which one <i>institutional unit</i> provides goods, service or <i>assets</i> to another unit without receiving from the latter any goods, service or <i>assets</i> in return as counterpart.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Transfer in kind	The transfer of the ownership of a good or an <i>asset</i> , other than cash, or the provision of a service.	Stats SA Final Social Accounting Matrix, 1998 (Report No. 04-03-02 (1998))	Executive Manager: National Accounts	Qualified
Valuables	Goods of considerable value acquired and held as stores of value; and not used for purposes of production or consumption.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified
Wholesaler	An enterprise deriving 50% or more of its <i>turnover</i> from sales of goods to other businesses and <i>institutions</i> .	Stats SA Wholesale trade sales, July 2005	Executive Manager: Industry and Trade Statistics	Qualified
Wholesale trade	Resale (sale without transformation) of new and used goods and products to other <i>wholesalers</i> , <i>retailers</i> , agricultural, industrial, commercial, institutional and professional users, either directly or through agents on a fee or contract basis.	Stats SA Wholesale trade sales, June 2005	Executive Manager: Industry and Trade Statistics	Qualified

**Transport and communication**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Road Transport	Roads, public buses, parking garages, and vehicle licensing and testing.	Stats SA	Executive Manager: Short-term Indicators	Draft
Specialised vehicles	Vehicles that have special functions and features to carry out normal tasks under special or extraordinary circumstances.	Local government	Executive Manager: Financial Statistics	Draft
Transport equipment	Equipment for moving people and objects.  Inclusions: Motor vehicles, trailers and semi-trailers, ships, railway locomotives and rolling stock, aircraft, motorcycles, and bicycles.	Stats SA: Local government institutions	Executive Manager: Financial Statistics	Qualified

**Tourism**

<b>Term</b>	<b>Definition</b>	<b>Source</b>	<b>Ownership</b>	<b>Status</b>
Bed occupancy rate (tourism)	The number of bed nights sold divided by the product of the number of bed nights available and the number of days in the <i>survey</i> period; expressed as a percentage.  <i>Compare Bed occupancy rate (hospitals).</i>	Stats SA Tourism statistics component	Executive Manager: Industry and Trade Statistics	Qualified
Boarder (household)	A person who receives accommodation and meals in someone else's <i>house</i> in return for payment.	IES/Chambers 21 <sup>st</sup> Century Dictionary	Executive Manager: Demographic and Social Analysis	Qualified
Business trip (professional)	A trip for which the main purpose is business, but the person is not remunerated at the destination.	GHS	Executive Manager: Social Statistics	Qualified
Country of residence	If a person resides (or intends to reside) for more than one year in a given country and has there his/her centre of economic interest (e.g. his/her major source of income), he/she is considered as a resident of this country.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Day trip	A trip outside of the respondent's usual environment, where they leave and return within the same day (i.e., do not stay overnight).	GHS	Executive Manager: Social Statistics	Qualified
Documented immigrant	A citizen of another country who enters the country with a view to residing permanently, and has been granted or has applied for permanent <i>residence</i> of that country.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Domestic tourism	The <i>tourism</i> of resident visitors within the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Domestic tourism consumption	Comprises the <i>consumption</i> of resident visitors within the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Domestic tourist	A resident visitor who visits within the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified

Term	Definition	Source	Ownership	Status
Domestic trip	<p>A trip within the boundaries of South Africa but outside of the respondent's usual environment.</p> <p>Note: The following categories are excluded from the definition of domestic visitor:</p> <ul style="list-style-type: none"> <li>Persons travelling to another place within the country with the intention of setting up their usual residence in that place</li> <li>Persons who travel to another place within the country and are remunerated from within the place visited.</li> </ul> <p>Persons who travel regularly or frequently between neighbouring localities as defined by the 'usual environment' rule.</p>	GHS	Executive Manager: Social statistics	Qualified
Domestic visitor	A visitor whose <i>country of residence</i> is the country visited. They may be nationals of this country or foreigners.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Foreign traveller	A person who resides outside South Africa and visits the country temporarily.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Foreign visitor	Visitor who is a resident of another country.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
General holiday trip	A trip for which the main purpose is leisure.	GHS	Executive Manager: Social Statistics	Qualified
Inbound tourism	<i>Tourism</i> of non-resident visitors within the economic territory of the country of reference.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Inbound tourism consumption	Comprises the <i>consumption</i> of non-resident visitors within the economic territory of the country of reference and/or that provided by residents.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Inbound tourist	A non-resident visitor who visits within the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Inbound visitor	Visitor who resides outside the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Income from accommodation	Refers only to amounts charged for <i>rooms</i> or equivalent. Income from meals is excluded.	Stats SA Tourist accommodation, September 2004 to January 2005	Executive Manager: Industry and Trade Statistics	Qualified

Term	Definition	Source	Ownership	Status
Income from restaurants and bar sales (tourist accommodation)	Income from meals, banqueting, beverages and tobacco sales.	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Income per stay unit night sold	Refers to average rate per <i>stay unit</i> .	Stats SA Tourist accommodation, September 2004 to January 2005	Executive Manager: Industry and Trade Statistics	Qualified
Institutional unit	An economic entity capable, in its own right, of owning assets, incurring liabilities and engaging in economic transactions with other entities.	Stats SA Gross Domestic Product, Annual estimates: 1993–2004, Annual estimates per region: 1995–2004, Third quarter: 2005	Executive Manager: Industry and Trade Statistics	Qualified
Intermediate consumption	Consists of the value of the goods and services consumed as inputs in a process of <i>production</i> , excluding <i>fixed assets</i> . <i>Consumption of fixed assets</i> is recorded as <i>tourism</i> of fixed capital.	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Internal tourism	The tourism of visitors, both resident and non-resident, within the economic territory of the <i>country of residence</i> . It is the combination of <i>domestic</i> and <i>inbound tourism</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Internal tourism consumption	The <i>consumption</i> of both resident and non-resident visitors within the economic territory of the country of reference and/or that provided by residents.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
International migration	The movement of people from one country to another.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistic	Qualified
International tourism	The combination of <i>inbound tourism</i> and <i>outbound tourism</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
International tourism consumption	Comprises <i>inbound tourism consumption</i> and <i>outbound tourism consumption</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified



Term	Definition	Source	Ownership	Status
International tourist	An <i>international visitor</i> who stays at least one night in collective or private accommodation in the country visited.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
International traveller	Any person on a <i>trip</i> between two or more localities in different countries.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
International visitor	Any person who travels to a country other than that in which he/she has his/her <i>residence</i> outside his/her <i>usual environment</i> for a period that is less than 12 months and whose main <i>purpose of visit</i> is other than the exercise of an activity remunerated from within the country visited.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Lifetime migrant	A person who migrates from one place to another to stay there permanently. See <i>return migrant</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Lodger	A person paying rent to stay in someone else's dwelling.	CS	Executive Manager: Population Census	Draft
Main purpose of trip	This is the purpose in the absence of which the trip would not have been made.	GHS	Executive Manager: Social Statistics	Qualified
Migration	The movement of people from one place to another.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Mixed trip	Refers to overnight trips where at least one night was spent in South Africa and at least one night outside of South Africa. For the purpose of this survey, if more nights or equal nights were spent in South Africa rather than another country, the trip is treated as a domestic trip. If more nights are spent in another country then it is treated as a foreign trip.	GHS	Executive Manager: Social Statistics	Qualified
National tourism	<i>National tourism</i> is the combination of <i>domestic tourism</i> and <i>outbound tourism</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Draft
National tourism consumption	The <i>consumption</i> of both resident visitors within and outside the economic territory of the country of reference.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified

Term	Definition	Source	Ownership	Status
Number of rooms for accommodation	The total number of rooms/stay units available for accommodation purposes to paying guests.	Operational manual	Executive Manager: Business Frame	Qualified
Occupancy rate, bed	See <i>bed occupancy rate</i> .	Stats SA Tourism statistics component	Executive Manager: Industry and Trade Statistics	Qualified
Occupancy rate, stay unit	See <i>stay unit occupancy rate</i> .	Stats SA Tourism statistics component	Executive Manager: Industry and Trade Statistics	Qualified
Other income (tourist accommodation)	<i>Other income</i> includes rentals and fees received for transport services, offices, shops, garages, billiard rooms, dance floors, laundry services, telephone and fax, etc.	Stats SA Tourist accommodation, June 2005	Executive Manager: Industry and Trade Statistics	Draft
Outbound tourism	The <i>tourism</i> of resident visitors outside the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Outbound tourism consumption	Comprises the <i>consumption</i> of resident visitors outside the economic territory of the country of reference and provided by non-residents.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Outbound tourist	A resident visitor who visits outside the economic territory of the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Outbound trip (outside South Africa)	A trip to a country outside South Africa for a period of less than 12 consecutive months and whose main purpose of travel is other than the exercise of an activity remunerated in the country visited.	GHS	Executive Manager: Social Statistics	Qualified
Outbound visitor	Visitors who reside within the country of reference.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Overnight trip	A trip outside of the respondent's usual environment where one night or more is spent away from the usual environment.	GHS	Executive Manager: Social Statistics	Qualified
Overnight visitor/tourist	A visitor/ <i>tourist</i> who stays at least one night in collective or private accommodation in the place visited.	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified

Term	Definition	Source	Ownership	Status
Overseas traveller (tourism and migration)	A <i>foreign traveller</i> visiting South Africa (SA), excluding <i>travellers</i> from mainland Africa and from 'unspecified' countries.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Package trip	A trip in which two or more items are included in the price of the trip.	GHS	Executive Manager: Social Statistics	Qualified
Purpose of visit	The major groups that are recommended for classifying the main <i>purpose of visit (or trip)</i> are: <ul style="list-style-type: none"> <li>• Leisure, recreation and holidays</li> <li>• Visiting friends and relatives</li> <li>• Business and professional</li> <li>• Health treatment</li> <li>• <i>Religion/pilgrimages</i></li> <li>• Other.</li> </ul>	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Residence	An <i>institutional unit's residence</i> is the location where its centre of principal economic interest can be found. The <i>residence of a household</i> is that of all its members.	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Draft
Return migrant	A person who migrates from one place to another on a temporary basis.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Room occupancy rate	Percentage of average number of <i>room</i> nights sold to the average number of <i>room</i> nights on offer for sale during a particular month.	Stats SA Tourism statistics component	Executive Manager: Industry and Trade Statistics	Qualified
Same-day visitor	A visitor who visits a place for less than one night.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Seasonal dwelling	Dwellings usually occupied only at certain times of the year but which remain unoccupied during the rest of the year, such as, for example, holiday/vacation homes, harvest-time homes, etc.	GHS	Executive Manager: Social Statistics	Qualified
Self-declared emigrant	South African residents who, at the time of departing from South Africa, state their intention to leave the country and reside permanently elsewhere.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Shopping (Business use)	Shopping by a tourist for goods that will be resold.	GHS	Executive Manager: Social Statistics	Qualified
Shopping (Personal use)	Shopping for goods that will be used by the tourist himself/herself or their household, and that will not be re-sold.	GHS	Executive Manager: Social Statistics	Qualified

Term	Definition	Source	Ownership	Status
Stay unit night sold	The total number of <i>stay units</i> occupied on each night during the <i>survey period</i> .	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Stay unit occupancy rate (tourism)	The number of <i>stay unit nights sold</i> , divided by the product of the number of <i>stay unit nights</i> available and the number of days in the <i>survey period</i> , expressed as a percentage.	Stats SA Tourism statistics component	Executive Manager: Industry and Trade Statistics	Qualified
Stay unit	The unit of accommodation available to be charged out to guests, for example, a powered site in a caravan park or a <i>room</i> in a <i>hotel</i> .	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Total income (tourism accommodation)	Includes <i>income from accommodation</i> , income from restaurant and bar sales and <i>other income</i> .	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Total income from accommodation (tourism accommodation)	Amounts charged for <i>stay units</i> .	Stats SA Industry and Trade Statistics	Executive Manager: Industry and Trade Statistics	Qualified
Tourism	The activities of persons travelling to and staying in places outside their <i>usual environment</i> for not more than one consecutive year for leisure, business and other purposes not related to the exercise of an activity remunerated from within the place visited.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism characteristic activity	Those productive activities that have <i>tourism characteristic products</i> as their principal <i>output</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism characteristic industry	A group of <i>establishments</i> whose principal productive activity is a <i>tourism characteristic activity</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism characteristic products	Products which, in the absence of visitors, in most countries would probably cease to exist in meaningful quantity or of which the level of <i>consumption</i> would be significantly reduced, and of which it seems possible to obtain statistical information.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism collective consumption	It includes government <i>expenditures</i> on certain non-market <i>collective services</i> used by visitors and the productive activities that serve them.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified

Term	Definition	Source	Ownership	Status
Tourism connected activities	Those productive activities that have <i>tourism connected products</i> as their principal <i>output</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism connected products	Those products which are consumed by visitors in volumes which are significant for the visitor and/or the provider, but which are not included in the list of <i>tourism characteristic products</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism consumption	The total <i>consumption expenditure</i> made by a visitor or on behalf of a visitor for and during his/her <i>trip</i> and <i>stay</i> at a destination.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism demand	Is the sum of <i>tourism consumption</i> , <i>tourism collective consumption</i> and <i>tourism gross fixed capital formation</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism gross domestic product	The <i>gross domestic product</i> generated in the economy by the tourism industries and other industries in response to <i>tourism internal consumption</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism gross fixed capital formation	Is the sum of the gross fixed capital formation in specific tourism fixed produced <i>assets</i> by all economic productive activities and the gross fixed capital formation of tourism industries in non-specific tourism <i>fixed assets</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism industry	All <i>establishments</i> whose principal productive activity is a <i>tourism characteristic activity</i> , i.e. the sum of all <i>tourism characteristic activities</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism internal consumption	Comprises all <i>tourism consumption expenditure</i> that takes place within the given country.  Note: It includes all <i>domestic tourism consumption</i> , <i>inbound tourism consumption</i> , and the part of <i>outbound tourism consumption</i> which corresponds to goods and services provided by residents. It might include goods and services <i>imported</i> into the economy and domestically sold to visitors. It differs from <i>internal tourism consumption</i> by the part of <i>outbound tourism consumption</i> which corresponds to goods and services provided by residents.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified

Term	Definition	Source	Ownership	Status
Tourism non-specific products	All other products that are not <i>tourism</i> specific.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Draft
Tourism sector	Consists of a set of <i>institutional units</i> whose principal <i>economic activity</i> is a <i>tourism characteristic activity</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism specific produced fixed assets	Those <i>assets</i> specifically designed to produce <i>tourism</i> goods and services. If <i>tourism</i> did not exist, such <i>assets</i> would be severely impacted in terms of their utility and value.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism specific products	The sum of <i>tourism characteristic products</i> and <i>tourism connected products</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourism value added	The <i>value added</i> generated by <i>tourism industries</i> and other industries of the economy in response to <i>internal tourism consumption</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Tourist	A visitor who stays at least one night in the place visited.	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Tourist accommodation	Any facility that regularly (or occasionally) provides 'paid' or 'unpaid' overnight accommodation for <i>tourists</i> .	Stats SA Industry and Trade	Executive Manager: Industry and Trade	Qualified
Trading trips	A trip for which the main purpose is to sell merchandise that one bought and/or made.	GHS	Executive Manager: Social Statistics	Qualified
Traveller	Any person on a <i>trip</i> between two or more countries or between two or more localities within his/her <i>country of residence</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Traveller, domestic	Person on a <i>trip</i> between two to more localities in his/her <i>country of residence</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified

Term	Definition	Source	Ownership	Status
Traveller, foreign	See <i>foreign traveller</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Traveller, international	See <i>international traveller</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Traveller, overseas	See <i>overseas traveller</i> .	Stats SA Tourism statistics component	Executive Manager: Health and Vital Statistics	Qualified
Trip (GHS)	A journey undertaken by one or more members of the <i>household</i> for at least one night away from home, where a person did not receive any <i>remuneration</i> (did not make any profit) at that destination. It is important to note that a <i>trip</i> must be complete. That means a <i>trip</i> is only applicable when a person returns to his/her place of <i>residence</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Draft
Usual environment	To be outside the ' <i>usual environment</i> ' the person should travel more than 40 kilometres from his/her place of <i>residence</i> (one way) AND the place should NOT be visited more than once a week. This includes place of <i>work</i> and place of study. Leisure and recreational <i>trips</i> are included irrespective of frequency.	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Value added (Health and Vital Statistics)	A measure of the value created by <i>production</i> .	Stats SA Health and Vital Statistics	Executive Manager: Health and Vital Statistics	Qualified
Value added of the tourism industries	Sums the <i>value added</i> of all characteristic producers regardless of the buyers of their <i>output</i> ; it excludes non-characteristic producers.	Stats SA Gross Domestic Product, Annual estimates: 1993–2004, Annual estimates per region: 1995–2004, Third quarter: 2005	Executive Manager: Health and Vital Statistics	Qualified
Visiting friends and/or family	A trip, which is primarily undertaken to see, socialise with, or to spend time with relatives and/or friends.		Executive Manager: Social Statistics	Draft

Term	Definition	Source	Ownership	Status
Visitor	Someone who doesn't stay permanently with and is not a member of the household.	GHS	Executive Manager: Social Statistics	Qualified
Visitor consumption	The total <i>consumption expenditure</i> made by a visitor or on behalf of a visitor during his/her <i>trip</i> and stay at a destination.	Stats SA Gross Domestic Product, Annual estimates: 1993–2004, Annual estimates per region: 1995–2004, Third quarter: 2005	Executive Manager: Health and Vital Statistics	Qualified
Visitor, domestic	See <i>domestic visitor</i> .	Stats SA Status of the tourism satellite account in South Africa April 2005	Executive Manager: Health and Vital Statistics	Qualified
Visitor (household)	Person visiting or staying with a <i>household</i> who is not a usual member of the <i>household</i> , that is, does not stay in the <i>household</i> four nights a week on average. Compare <i>visitor</i> under <i>Tourism and migration</i> .	Stats SA Status of the tourism satellite account in South Africa April 2005	Executive Manager: Population Statistics	Qualified
Visitor, international	See <i>international visitor</i> .	Stats SA Status of the tourism satellite account in South Africa April 2005	Executive Manager: Health and Vital Statistics	Qualified
Visitor (tourism)	Any person travelling to a place other than that of his/her <i>usual environment</i> for less than 12 months, and whose main purpose of the <i>trip</i> is other than the exercise of an activity remunerated from within the place visited. See <i>international visitor</i> and <i>domestic visitor</i> . Compare <i>visitor (household)</i> .	UBOS OECD Recommendations on Tourism Statistics, Part One, para. 20	Executive Manager: Health and Vital Statistics	Qualified
Visitors' expenditures	Are traditionally used in the analysis of the <i>tourism</i> economy. They include <i>expenditures</i> on goods and services consumed by visitors for and during their <i>trips</i> and stay at a destination. It corresponds with the monetary transactions component of <i>tourism consumption</i> .	Stats SA Status of the tourism satellite account in South Africa April 2005	Executive Manager: Health and Vital Statistics	Qualified



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