

Outline of National Economic Census 2018 of Nepal

1. What is economic census?

In simple terms, an economic census is the census of economy through counting all units of economic activities in the country. However, an economic census is the total process of collecting, compiling, evaluating, analyzing, and publishing. In addition, it disseminates data pertaining, at a specified time, to all establishments in a country or in a well delimited part of a country.

2. Purpose of the Census

The National Economic Census 2018 (hereafter the Census) aims:

- a) to provide with the fundamental statistics on the status of the business activities of the establishments and enterprises including the financial aspects;
- b) to provide statistics to central, provincial and local governments for the formulation of plan and policy-making;
- c) to provide statistics to strengthen national accounting system;
- d) to make a base for statistical business register;
- e) to provide statistics of related field to the business owners or experts, researchers and other statistics users to formulate plans and policies for the prosperity of their business;
- f) to provide with the directories of establishments and enterprises for the sampling frame of various sample surveys on businesses.

3. Reference date of the Census

The Census was taken as of 14 April 2018. The confirmation of Enumeration Area, the establishment listing, e-Census, and the enumeration were simultaneously conducted within a two-month period from 14 April to 14 June 2018.

3.1 Area to be covered by the Census

The Census covered all areas throughout the country.

4. Legal basis of the Census

The Census was taken on the basis of the following legislation:

- a) Statistics Act 1958;
- b) State Decree on National Economic Census 2018 approved by the Council of Ministers on 12 January 2018 and published on 15 March 2018.

5. Coverage of the Census

The Census covers all establishments which exist at the reference date in the

territory of Nepal.

The following establishments, however, are excluded:

- a) Non-registered establishments classified into “Section A, Agriculture, forestry and fishing” specified in the United Nations International Standard Industrial Classification of Economic Activities, Revision 4 (ISIC),
- b) Establishments classified into “Section O, Public administration and defense; compulsory social security” specified in the ISIC,
- c) Establishments classified into “Section T Activities of households as employers; undifferentiated goods-and services-producing activities of households for own use” specified in the ISIC,
- d) Establishments classified into “Section U, Activities of extraterritorial organizations and bodies” specified in the ISIC.

6. Enumeration units

The enumeration unit in the Census was considered as “establishment”. The establishment was defined as follows, according to UN definition:

The establishment is defined as an economic unit that engages, under a single ownership or control - that is, under a single legal entity - in one, or predominantly one, kind of economic activity at a single physical location – for example, a mine, factory or workshop.

In addition, movable establishments such as street business which are doing business at the same place are included. But the mobile establishments which don't have any fixed place for business operation are not included in the Census.

7. Organization

Central Bureau of Statistics (hereafter CBS) has the responsibility of the Census operation from planning stage to dissemination stage. In brief, the organization of the Census is shown as follows:

- a) Chain of command

[Census Line]

Director General of CBS → Deputy Director General of Economic Statistics Division → Directors of Economic Census Section → District Census Officers, District Economic Census Offices → Area Census Officers/ Area Supervisor → Supervisors → Enumerators

- b) District Census Office

In Nepal, 77 District Census Offices were established headed by District Census Officers for the period of four months from March 14 to July 14, 2018 for the Census enumeration. District Census Officers were appointed among from Directors, Officers, or Statistical Assistants of Statistics Offices (SOs), or were seconded from offices other than CBS or Statistics Offices in

the districts.

c) Area Census Office (Local Level Economic Census Office)

At most 45 Local Level Economic Census Offices were established in the designated districts for the smooth operation of the Census. The offices were headed by Officers (in Kathmandu) and Assistant Officers in other designated districts. Area Census Officers or Area Supervisors were deputed from among the staff of CBS or SOs.

d) Supervisor

The supervisors were employed temporarily for the Census, and were seconded from qualified staff of CBS/SOs or other offices. Each supervisor was assigned a certain number of enumerators to accomplish their duties which are described in Supervisor's Manual.

e) Enumerator

The enumerators were employed temporarily for the Census. Each enumerator was assigned one enumeration area which have been demarcated to accomplish their duties which are described in Enumerator's Manual.

8. Method of the Census enumeration

Two kinds of the Census tools, namely, Form A (Listing form) and Form B (main questionnaires) were used for the enumeration of establishments. The following methods were employed for the data collection:

- a) Response through Internet, that is, e-Census;
- b) Individual enumeration by enumerator, identify targeting establishments based on the definition mentioned in the above 6, interview the representative of the identified establishment, and fill in Form B (or enter responses through electronic Form B on a tablet computer);

The individual enumeration was carried out through the method that an enumerator visited each establishment within a certain enumeration area, interviews the owner or manager of the establishment or his/her substitute who is entitled to represent the establishment, and filled in the Census form. In addition to this, the self-enumeration method could be applied to the establishment, which requests to fill in the form by themselves. In case that the enumeration did not finish due to reason of establishments, Supervisors and Census Officers followed up the enumeration.

9. Pretest

Several pretests of forms were carried out in selected some EAs in 2016/2017. The pretests aimed to test form-designing, enumeration methods, instructions to be included in Enumerators' Manual and so on, and its results

have been utilized for making appropriate plans for the Census.

10. Pilot survey

- a) The survey was carried out as of 14 April 2017 (one year before the Census date) within one and half months from 14 April to 31 May 2017 in selected Enumeration Areas of designated 66 districts under 33 Statistics Offices. This survey was a rehearsal of the real economic census.
- b) The pilot survey aimed:
 - (i) to test the final draft of the Census forms and other documents;
 - (ii) to test work procedures of every stage of enumerators, supervisors, district statistics office, and CBS.

11. Seminar/ Workshops/ Meetings/ Training Courses

- a) An inception seminar was organized in February 28, 2017 to inform the stakeholders about the first economic census in Nepal as well as to get feedbacks or data demand from the economic census. Similarly, a number of awareness seminars were conducted at the central level as well as in district level to sensitize users about the first census in Nepal.
- b) Form/ manual preparation workshops were also carried out for the drafting of the Census forms and manuals with the aims of smooth conduction of training courses as well as the Census enumeration. Similarly, a feedback workshop of the pilot survey was organized for three days to get suggestions and feedbacks to contribute to the betterment of the real economic census.
- c) The meetings of National Steering Committee, Technical Committee, Media Campaigning Committee, and Joint Coordinating Committee (JCC) were also held in pre-census phase for the planning and implementation of the Census.
- d) A number of training courses, namely, Master Trainers' training, Census Officers' training courses, Area Census Officers/Area Supervisors training courses, and Supervisors/Enumerators' training courses were conducted for five days at the central level as well as district level during the Census implementation phase. The training courses were based on the Census objectives, roles and responsibilities, the Census forms and manuals for achieving good quality of data at field with consistent knowledge.