

Statutory Instrument No. 108 of 1970

THE STATISTICS ACT, 1967

**THE STATISTICS (EMPLOYMENT AND REMUNERATION)
(AMENDMENT) REGULATIONS, 1970**

(Published on the 31st December, 1970)

In the exercise of the powers vested in him by section 14, read with sections 3, 5 and 6 of the Statistics Act, 1967 (No. 38 of 1967), the Vice-President makes the following regulations —

Citation

1. These regulations may be cited as the Statistics (Employment and Remuneration) (Amendment) Regulations, 1970.

Substitution of Schedule to Statutory Instrument No. 53 of 1970

2. The Schedule to the Statistics (Employment and Remuneration) Regulations, 1970, is deleted and there is substituted therefor the following —

“ SCHEDULE

REPUBLIC OF BOTSWANA

THE STATISTICS ACT, 1967

**THE STATISTICS (EMPLOYMENT AND REMUNERATION)
REGULATIONS, 1970**

RETURN OF EMPLOYMENT AS AT 19.....

Please Note :

1. This enquiry is strictly confidential in terms of the Statistics Act, 1967.
2. In terms of the Statistics (Employment and Remuneration) Regulations, 1970, you are required to complete this form within 30 days of receiving it; to sign the declaration on the back page; and to return it by post in the accompanying envelope to: The Government Statistician, Central Statistics Office, Private Bag 24, Gaborone. No postage is required.
3. The purpose of this enquiry is to provide basic information about employment and earnings in Botswana.
4. If you have any difficulty in completing the form and need assistance, please contact the Central Statistics Office either personally or by letter as soon as possible.

Establishments covered by this return :

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Notes to Part A:

- (1) Include (i) all employees on the 'payroll' as at the last pay-day prior to the date of the enquiry, whether they are paid on a monthly, daily or any other basis;
(ii) all unpaid (e.g. family) workers and working proprietors who are not paid a regular salary, as long as they work for at least 15 hours per week;
(iii) all those temporarily absent (e.g. on leave, sick, etc.) who will be returning to work after their absence.
- (2) The 'TOTALS' in Part A must agree.
- (3) Gross wage/salary levels per month should include both CASH and NON-CASH wages.
- (4) This group includes all unpaid (e.g. family) workers and working proprietors who are not paid a regular salary or wage.

Notes to Part B:

- (5) Payments made to employees who left before the end of the month (and are not included in Part A) *must be included*.
- (6) Include all wages, salaries, allowances, overtime and other cash benefits and payments (whether on a monthly, daily or any other basis) to employees in your establishment(s)/institution(s).
- (7) State the *value* of rations and other payments in kind.
- (8) Include here, for example, Christmas bonuses, end-of-year bonuses, etc. Do not include these in (i).

QUESTIONNAIRE

PART A. Total numbers of persons employed in your Establishment(s) or Institution(s) as at, 19.....

NUMBER OF PERSONS⁽¹⁾ according to

(i) Sex and Age Group		Total	Citizens	Non-Citizens
ADULTS (15 years and over)	Male			
	Female			
JUVENILES (under 15 years)	Male			
	Female			
TOTAL ⁽²⁾				

(ii) Gross Wage/Salary level		Total	Citizens	Non-Citizens
Employees PAID Wages/Salary ⁽³⁾	more than R100 p.m.			
	up to R100 but more than R50 per month			
	up to R50 but more than R20 per month			
	up to R20 per month			
Those not paid a wage or salary ⁽⁴⁾				
TOTAL ⁽²⁾				

PART B. Gross Wages, Salaries, etc., paid to employees in respect of the month ending 19.....

(i) WAGES AND SALARIES PAID ⁽⁵⁾ (in Rands)	Total	To Citizens	To Non-Citizens
Total payments in CASH ⁽⁶⁾			
Value of all NON-CASH payments ⁽⁷⁾			
TOTAL			

(ii) Please give details here of any additional bonuses or gratuities⁽⁸⁾ paid to employees:

Total amount of such bonuses paid during the last 12 months: R.....

Remarks :
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DECLARATION.

I, the undersigned, hereby certify that the information supplied in this form is correct and complete to the best of my knowledge and belief.

Date: 19.....

Signature

Name and Address (Block Letters):
.....
..... Telephone:

FOR OFFICIAL USE ONLY

Ref.

Date Sent	Date Returned	
		Reg.
		Ch.
		Ent.
		File

H.C.L. HERMANS,
Permanent Secretary,
Ministry of Finance and Development Planning,

GABORONE.
22nd December, 1970.
L2/7/150.