MISSION STATEMENT
In a coordinated manner we produce and disseminate relevant, quality and timely statistics that are fit-for-purpose in accordance with international standards and best practice

VISION STATEMENT
Be a high performance institution in statistics delivery

CORE VALUES
Performance
Integrity
Service focus
Transparency
Accuracy
Partnership
NSA celebrating Christmas with children from the Five Rand Community (Okahandja).
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2012 marked a significant milestone in the still young history of statistics in independent Namibia. Long and fruitful discussions with all stakeholders resulted in the promulgation of the Statistics Act No. 9 of 2011 and subsequently the establishment of the autonomous Namibia Statistics Agency (NSA) in August 2011. While the previous custodian of statistics in Namibia, the Central Bureau of Statistics within the National Planning Commission, laid a sound foundation of statistics in the country, the creation of an independent statistics agency is expected to take statistics in Namibia to newer heights.

The formation of a new institution required the design and implementation of appropriate governance structures and policies, the setting up of the physical infrastructure not only of offices, but also of reliable IT infrastructure that will ensure the smooth processing and presentation and analysis of survey results. However, the main challenge was to fill the new positions speedily with competent, experienced and dedicated staff in order to ensure the transformation of the statistics agency without any disruptions.

I am, as the Chairman of the Board of Directors, proud that we have mastered these initial challenges well. We have put in place the governance structures headed by the Board of Directors that was appointed by the Director-General of the National Planning Commission in September 2011. The non-executive directors bring in a wealth of experience from various areas relevant for not just overseeing the national statistical custodian, but shaping and guiding the establishment of the young institution. Their expertise in areas such as law, economics, human resource development and research as well as their professional backgrounds in the public and private sectors has ensured that the NSA is rooted in a strong foundation.

One of the major initial decisions taken by the board was the appointment of the Statistician General after approval by the Director-General and of NSA’s management. We have no doubt – and the performance of the NSA during the first year is proof of that - that we have made the right choice when appointing Dr John Steytler as the first Statistician-General.

Within a short period of time, the NSA has established itself as a reputable institution in the country that has proved its ability to provide the statistical information needed for evidence-based policy decisions. Just to mention a few of the reports that the NSA has published over the first twelve months
of its existence. The Namibia Household Income and Expenditure (NHIES) report and the two subsequent reports focusing on poverty dynamics and child poverty provide up-to-date information on the level of poverty and income inequality in the country. The 2012 Labour Force Survey report that not only focuses on the employment situation in the country, but also provides detailed information about characteristics of the employed and unemployed and about wages and salaries. Last but not least, the quarterly National Accounts provide in timely snapshots of the performance of our economy and its sectors.

The findings of these reports will assist Government in addressing the main challenges our young nation is facing, namely reduction of poverty and increase in income equality, employment creation and economic diversification. Moreover, the survey results are the basis for the assessment and evaluation of the successful implementation of Namibia’s development plans and sectoral policies.

However, despite these successes challenges are remaining that need our concerted efforts to successfully address them. Financial constraints are one of the most critical issues. The budgetary allocation falls by far short of the resources needed to carry out all the activities contained in the NSA’s Strategic Plan covering the five-year period 2012/13 to 2016/17. Some of the major projects envisaged for this period include 2013 Demographic and Health Survey, the Agricultural Census, the Household Income and Expenditure Survey and the annual Labour Force Surveys. The information derived from these surveys is vital for critical policy decisions in order to achieve the overarching goals of NDP4 and our long-term Vision 2030. I am convinced that the reports produced so far by NSA have proved that the money has been well invested. This should encourage us to continue our campaign to raise the awareness among our stakeholders and the public in general about the need to sufficiently fund and equip the agency in order to ensure the delivery of high quality and relevant statistical information on time for the use by the public and private sectors.

I would like to use this opportunity to avail my gratitude to all who have greatly contributed to the successful establishment of the NSA and who have supported us during this first year. First and foremost, I would like to express my sincere appreciation to His Excellency, the President of the Republic of Namibia, who cognisant of the importance of an independent statistics authority signed the Statistics Bill into law and thereby laid the foundation for the new statistics agency. Furthermore, I wish to thank the Director-General of the National Planning Commission who supported us wholeheartedly during this period of transition from the former Central Bureau of Statistics to the Namibia Statistics Agency.

I also acknowledge the valuable contribution of our International Cooperation Partners that have been involved with the NSA during the first year in various ways ranging from financial to technical support. Finally, I thank my fellow Board Members and the Statistician-General and his staff for successfully transforming the statistics agency into an autonomous body and for their professionalism in producing relevant and quality statistical reports on time.

Paul Hartmann
Chairman of the NSA Board of Directors
Message by the Statistician General

It has been an exciting and demanding year for me being at the helm of the newly established Namibia Statistics Agency (NSA). Building and shaping a new institution from scratch is not an opportunity that crosses one’s professional path often and requires imagination, innovation and a great deal of flexibility. And, it needs a team of people that work together for a common goal – in this case establishing an independent statistical authority that produces and disseminates relevant, quality and timely statistics that are fit-for-purpose in accordance with international standards and best practices as our mission statement reads.

I have been fortunate to have been surrounded and supported by people who share the same vision for the NSA including a professional and dedicated Board of Directors led by the Chairman, Mr. Paul Hartmann, experienced and committed management staff and colleagues as well as stakeholders and partners who were always willing to provide advice and assist where possible. I am convinced that our joined efforts over the past year have paid off and put the NSA on the right track. Setting up NSA involved basic activities such as identifying a building or office space suitable to not only accommodate the envisaged staff complement of over 90 employees, but also to house the Information Technology infrastructure needed to enter and analyse extensive survey information.

Furthermore, it requires safe storage places for the confidential information gathered during the surveys and ensure that no un-authorised persons have access to this information. Fortunately, such a building was available in the Central Business District of Windhoek. I am in particular delighted that the NSA with the assistance of our development partners has been able to set up a state-of-the-art Data Processing Centre that is leading in the Southern African region.

Most noticeable, however, we have put in place with the strong support and guidance of the Board of Directors the governance structure that ensures adherence to the letter and spirit of the Statistics Act, other legal obligations and internal policies.

We have developed and implemented a great number of policies that guide internal procedures and the production, use and dissemination of data. However, a number of policies are still in the process of being finalised, such as the National Spatial Data Infrastructure (NSDI) Policy and the Statistics Policy. We intend to complete these policies during the first half of our next Financial Year. I am also most thankful to the Board of Directors for filling the management positions speedily with competent, experienced and dedicated colleagues, which was a requirement before starting the recruitment process for all other positions. We have managed to fill almost all positions, except for two Deputy...
Director positions in the Data Processing and IT Solutions department. These positions require specialised skills and knowledge and could therefore not be filled within the first year of operations. However, we have started the recruitment process and expect the vacancies to be filled within the next six months. The NSA has entered into performance contracts with its staff, which requires quarterly assessments including the identification of training needs. Staff development is to the heart of the NSA and we therefore encourage and support the staff to upgrade their skills continuously. Our overall aim is to create a Team NSA of all the individuals with their different professional, social and cultural backgrounds.

During the first year of operations, we have developed NSA’s Strategic Plan that covers the period 2012/13 to 2016/17 and coincides with the period of the current Fourth National Development Plan. The alignment of these two plans will support the monitoring and evaluation process of NDP4, by providing the economic statistics that indicate whether we are on the right track to achieve our ambitions to become an industrialised country by 2030, and the social and demographic data that highlight the progress made among others in reducing poverty, increasing income equality and creating employment opportunities. I am delighted to report that our Financial Statements received a clean bill of health from the external auditors.

This is a major achievement since all the necessary governance structures and policies were being developed during the first few months of NSA’s existence and not yet in place when operations and financial transactions started. I am convinced that the unqualified opinion of our auditors will further strengthen the trust of our partners into NSA’s competencies and will enable us to source the necessary funds required to carry out the work we are expected to do.

Besides laying the organisational foundation for the NSA including establishing the necessary infrastructure for NSA’s operations, developing the governance structure and the policies and recruiting staff, work on existing and new projects had to continue and commence, putting a double burden particularly on the management. I am proud to state that we have lived up to the expectations. Some of our major achievements during the first twelve months include the release of the main report of the National Household Income and Expenditure Survey that was conducted during 2009/10 and two subsequent reports focusing in more details on poverty dynamics and child poverty.

The child poverty report reveals the shocking reality that one out of three children grows up in poor households. The results call for targeted interventions to ensure children can live a life free of poverty and develop to their full potential. Much attention has also been paid to the launch of the 2011 Population and Housing Census report by His Excellency, the President of the Republic of Namibia, Hifikepunye Pohamba in March 2013. According to the Census, Namibia had a total population of 2,113,077 persons.

The report, however, also highlighted the need to invest more in water and sanitation since almost 50 per cent of all households do not have access to proper toilet facilities. The NSA’s first major own survey that was conducted during October 2012 was the eagerly awaited Labour Force Survey. The Demographic and Social Statistics department worked under a tight deadline since the release of the report was scheduled for March 2013. Although the deadline was not met, but extended to beginning of April 2013, I wish to congratulate the team for analysing the data in record time. Based on the survey, the unemployment rate in the broad sense for Namibia stands at 27.4 per cent.

In addition, the NSA has published monthly reports on the Consumer Price Index that forms the basis for calculating the inflation rate and quarterly reports on the Gross Domestic Product (GDP) as well as trade statistics. Finally, we have released the Preliminary National Accounts for 2012 in March 2013 that indicate a five per cent growth of the economy mainly supported by a strong performance of the tertiary sector followed by the primary sector.
However, the production of data will be next to useless if it is not disseminated widely in a form accessible by the broader public. In this respect, we have established a strong relationship with the media and have held regular media briefings in conjunction with the release of our reports. We have compiled and constantly updated an NSA events calendar in order to alert the media well in advance about upcoming releases of reports. And most importantly, we stuck to a large extent to the scheduled release dates.

The fact that our conference room can hardly accommodate all media practitioners during the media briefings is proof of the increasing interest in our reports and the recognition the NSA has earned over the first twelve months. All of our reports are also immediately available on NSA’s web site and can be accessed free-of-charge by everyone interested in the latest social, demographic and economic data.

Although I am overall satisfied with the progress we have made, I am concerned about the lack of sufficient funding that affects our operations and the implementation of NSA’s five-year Strategic Plan. We will therefore engage our line ministry and all other partners to ensure that the NSA receives adequate funding in order to fulfil its mandate, namely to provide accurate, reliable, and timely data on the economic, social and demographic situation in our country. My other major concern is the lack of adequate skills in the country that also poses risks to the smooth operations of the NSA. The skills shortage in particular affects technical positions in finance and accounting, human resources and data processing.

Finally, I wish to extend my gratitude to the Board of Directors and in particular the Chairman, Mr Paul Hartmann, for their guidance and leadership during this inaugural year.

Their commitment and expertise has helped to steer the NSA out of the starting blocks onto the right track. Finally, I would like to sincerely thank all the NSA staff for their commitment and hard work that is visible in the number of reports released during our first year. I trust that we will improve on our work even further and be recognised nationally, regionally and internationally as a statistics agency that produces high quality, relevant statistics in a timely manner and in accordance with international standards and best practises.

Dr John Steytler
Statistician General
His Excellency, Hifikepunye Pohamba, President of the Republic of Namibia and Mr. Tom Alweendo (Director General of National Planning Commission) officially launching the Population and Housing Census Main Report 2011.
1 NSA’s Governance & Organisational Structure

1.1 Board of Directors
Following the establishment of the National Statistics Agency (NSA) in 2011, six Board Members were appointed for a three-year period by the Director-General of the National Planning Commission, who is also the Minister of Statistics. Their tenures run from 1 September 2011 to 30 August 2014. The appointed Board Members’ expertise and skills range from governance, law, statistics, economics and related fields as stipulated by the Statistics Act. The NSA is a State-Owned Enterprise reporting to the shareholder in compliance with its enabling legislation as well as the State-Owned Enterprises Governance Act No 2 of 2006. The NSA has been classified as a Tier 2 State-Owned Enterprise, resorting under the regulatory enterprise.

Governance and Performance Agreement
The Board of the NSA and the Director-General of the National Planning Commission entered into a Governance and Performance Agreement on 29th August 2012 outlining Government’s expectations of the NSA duties and obligations. The agreement is available on the NSA website.

The Government expects the NSA to align its strategic focus for the next five years with the Fourth National Development Plan (NDP4) and specifically to:

- Operate as the central repository for all statistics produced in Namibia in order to improve the understanding of the circumstances of Namibia and to enhance future planning and policy implementation;
- Collect, produce, analyse and disseminate official and other statistics in Namibia;
- Facilitate the capture, management, maintenance, integration, distribution and use of spatial data;
- Develop and coordinate the National Statistics System and the National Spatial Data Infrastructure (NSDI); and
- Advise the Minister on matters related to official and other statistics, whether of its own accord or at the request of the Minister (Director-General).

During the period under review, the Board approved Human Resource and Finance Policies to strengthen the NSA internal processes and controls in order for the NSA to operate effectively.

King Code of Governance 2009
As a newly established State-Owned Enterprise, the NSA will apply and adhere to the King III Code of Governance Report.

Appointment of Statistician General
The Board appointed the Statistician-General, Dr J Steytler, in April 2012 for a period of five years. He commenced his duties on 16 April 2012.

Strategic and Business Plan & Corporate Structure
The NSA Board approved the five-year Strategic and Business Plan (2012 – 2017) and a Corporate Structure that incorporates and addresses the challenges faced by a new institution.

Delegation of Authority
The Board delegates the responsibility for specific matters to its Committees or Management. However, the Board reserves responsibility for a range of key decisions for its collective decisions. The delegation of Authority by the Board is encompassed in a formal framework which clearly indicates those matters specifically reserved for the delegation.

Governance Structure
The following persons were appointed by the Director-General to serve along the Statistician General on the NSA Board for a period of three years:

- Mr Paul Hartmann (Chairperson)
- Ms Anna Matebele (Vice-Chairperson)
- Ms Florentia Amuenje
- Mr Sikongo Haihambo
- Mr Martin Mwinga
- Ms Florette Nakusera
Board of Directors
1 NSA’s Governance Structure

Board Development & Training

As part of the continuous Board development and exposure to statistical processes, Board Members and senior staff members continue to be exposed to Corporate Governance training and other industry and statistical processes.

Board Meetings

During the period under review, eight Board meetings were held. Board members attended these meetings as follows:

<table>
<thead>
<tr>
<th>Name of Member</th>
<th>Number of meetings attended</th>
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<tbody>
<tr>
<td>Mr Paul Hartmann (Chairperson)</td>
<td>7</td>
</tr>
<tr>
<td>Ms Anna Matebele (Vice-Chairperson)</td>
<td>8</td>
</tr>
<tr>
<td>Ms Florentia Amuenje</td>
<td>7</td>
</tr>
<tr>
<td>Mr Sikongo Haihambo</td>
<td>8</td>
</tr>
<tr>
<td>Mr Martin Mwinga</td>
<td>5</td>
</tr>
<tr>
<td>Ms Florette Nakusera</td>
<td>7</td>
</tr>
<tr>
<td>Dr John Steytler</td>
<td>8</td>
</tr>
</tbody>
</table>

1.1.1 Board Committees

The Board established the Finance and Audit Committee and the Human Resource, Board Affairs and Remuneration Committee to enhance the Board’s effectiveness in key areas of the Board’s duties and responsibilities. The Board is regularly informed about procedures of Board Committees through reports from the Chairpersons of the Committees that are tabled at full Board meetings. The Committees are required to meet at least four times a year.

Finance and Audit Committee

The Finance and Audit Committee consists of the Statistician General and three non-executive directors, namely:

- Mr Martin Mwinga (Chairperson)
- Ms Florette Nakusera (Member)
- Mr Ingo Schneider (Expert)

The Board appointed Mr I. Schneider at the end of 2012 as expert advisor to the Committee upon such terms and conditions as approved by the Board. He attended his first meeting on 5 December 2012.

During the period under review, six Finance and Audit Committee meetings were held. Committee members attended these meetings as follows:

<table>
<thead>
<tr>
<th>Name of Member</th>
<th>Number of meetings attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Martin Mwinga (Chairperson)</td>
<td>4</td>
</tr>
<tr>
<td>Ms Florette Nakusera (Member)</td>
<td>6</td>
</tr>
<tr>
<td>Mr Ingo Schneider (Expert Advisor)</td>
<td>4</td>
</tr>
<tr>
<td>Dr John Steytler</td>
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Human Resource, Board Affairs and Remuneration Committee

The Audit and Risk Committee report forms part of the Board Members report and the Committee’s reports to the shareholder on how it discharges its duties and activities during the past financial year.
The Committee consists of the Statistician General and three non-executive Board Members:

- Ms Florentia Amuenje (Chairperson)
- Mr Sikongo Haihambo (Member)
- Ms Anna Matebele (Member)

During the period under review, six Human Resource, Board Affairs and Remuneration Committee meetings were held. Committee members attended these meetings as follows:

<table>
<thead>
<tr>
<th>Name of Member</th>
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<tbody>
<tr>
<td>Ms Florentia Amuenje (Chairperson)</td>
<td>5</td>
</tr>
<tr>
<td>Mr Sikongo Haihambo (Member)</td>
<td>5</td>
</tr>
<tr>
<td>Ms Anna Matebele (Member)</td>
<td>5</td>
</tr>
<tr>
<td>Dr John Steytler</td>
<td>4</td>
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</table>

### 1.2 Organisational Structure

The NSA consists of the Office of the Statistician General supported by auxiliary functions and four Departments headed by Directors, who are supported by Deputy Directors. The Statistician General together with the Directors form the Executive Management Team (EMT) that meets usually every two weeks. The EMT consists of:

- Statistician General: Dr John Steytler
- Director: Economic Statistics: Ms Ndamona Kali
- Director: Demographic and Social Statistics: Ms Liina Kafidi
- Director: Operations: Mr Osia Kaakuha
- Director: Data Processing & IT Solutions: Mr Jackie lNoabeb
- Company Secretary / Legal Advisor: Ms Ruusa Shipiki
- Advisor to the Statistician General: Mr Klaus Schade
The organogram below illustrates NSA’s detailed organisational structure:
Executive Management Team

Ms. Liina Kafidi, Director of Demographic & Social Statistics

Mr. Jackie L. Noabeb, Director of IT & Data Processing

Mr. Osia Kaakuha, Director of Operations

Ms. Ruusa Shipiki-Kapolo, Company Secretary & Legal Advisor

Dr. John Steytler, Statistician General

Ms. Ndamona Kali, Director of Economics Statistics

NSA ANNUAL REPORT 2012/13
2. Overview Of Namibia Statistics Agency
2.1 History

The Namibia Statistics Agency (NSA) was established by the promulgation of Act of Parliament, Statistics Act No. 9 of 2011 and became operational in September 2011 with the appointment of six Board members. It has taken over the functions of the Central Bureau of Statistics that was part of the National Planning Commission Secretariat. The NSA has taken remarkable development since its inception as the central statistical authority and repository for all statistics produced in Namibia. It collects and disseminates statistics and spatial data, educates the public on the use of statistics, and designates statistics as official statistics.

More specifically, the NSA is required to:

• Provide on an impartial basis, quantitative and representative information about the economic, demographic, gender-related, social and environmental situation in Namibia, to all users including the Parliament, Government institutions, social and economic operators, academic institutions and research bodies and the general public. Where possible such data should be provided on a regional basis;

• Produce data which shall be subject to the principles of reliability, objectivity, relevance, statistical confidentiality, transparency, specificity, and proportionality. Moreover, NSA shall produce statistics which shall aim to mirror as faithfully as possible the real situation, disseminate the results to the public and the users thereof in a neutral and impartial way, focus on the phenomena which are essential for decision makers and honour the citizens’ right to public information. Individual information in identifiable form, collected for statistical purposes, shall not be used for other purposes than as provided for in the Act;

• Supply the information necessary to evaluate the quality of official statistics, and make accessible to the public the methods used for their production, and how the principles under which such statistics are gathered are complied with;

• Provide such technical explanations of the result so as to avoid erroneous interpretation;

• Conduct research on and further develop statistical methodology and technology;

• Monitor and coordinate the carrying out of tasks with statistical implications imposed on other public bodies;

• Co-ordinate the production of official statistics systems, including the necessary methodologies, with a view to ensuring timeliness and standardisation of information, efficiency and the meeting of user requirements; as well as to provide appropriate classifications and conformity with international requirements and standards; and

• Collect the necessary information, compile the results at appropriate levels and breakdowns and disseminate them to users.

2.2 Mission

NSA’s mission is to produce and disseminate relevant, quality and timely statistics that are fit-for-purpose in accordance with international standards and best practice in a coordinated manner.

2.3 Vision

NSA’s vision is to be a high performance institution in statistics delivery. It is poised to contribute to a sustainable and orderly pattern of socio-economic development in Namibia by excelling in the provision of relevant, timely and quality statistical information in a credible and coherent manner so as to enable decision making and knowledge accumulation at all levels and in all spheres of the community.
2.4 Core Values

In seeking to carry out its Mission and achieve its Vision, NSA upholds the following core values:

Performance

The NSA is geared towards promoting the production of high-quality statistical products and services that meet the standards of relevance, consistency, accuracy, completeness and accessibility, and are delivered on time.

Integrity

The staff of the NSA conducts their work according to the highest ethical and technical standards, making decisions according to strictly professional considerations, maintaining the confidentiality of individual and corporate information, and maintaining the public trust.

Service Focus

All NSA data collection and management activities focus on meeting user expectations and needs: we respect and serve our customers by offering responsive and quality statistics in order to satisfy their needs.

Transparency

The NSA strives to create and maintain public trust and confidence in official statistics by proactively promoting transparency in data production and dissemination.

Accuracy

The NSA produces statistics in a reliable way with minimal inaccuracy.

Partnership

The NSA is committed to approaching the task of delivering all necessary statistics internally as a team and in a constructive and cooperative way with members of the National Statistics System (NSS).
His Excellency, President Hifikepunye Pohamba, Prime Minister, Dr. Hage Geingob and Dr. John Steytler at the launch of the 2011 Population & Housing Census.
3. Operations

Osia Kaakuha
Director of Operations

Rosalia Haufiku
Deputy Director, Human Resources

Lischen Ramakuthla
Deputy Director, Finance & Administration
The department is tasked with the management of operations of NSA and with the provision of centralised support services through effective, efficient and innovative financial, human resources and logistical initiatives. NSA in its operations advocates strong strategic direction of ensuring the production of relevant, quality and timely statistics as prescribed by national, regional and international standards. NSA is committed to transparency and good governance in the management of its operation and financial affairs.

3.1 Structure

The operations department consists of two divisions namely Finance & Administration and Human Resources. The structure is outlined below and under the headings of the two divisions.

3.1.1 Finance and Administration

The Finance Division is responsible for the preparation of accurate and standardised management reports required for decision making, in compliance with NSA’s financial policies. It ensures that such reports are in accordance with NSA’s official release calendar.

The Finance & Administration Division provides, amongst others, the following critical support functions to NSA:

- Budget preparation and administration;
- Contract administration;
- Logistics & Procurement;
- Fleet Management; and
- Enterprise Risk Management.

3.1.2 Human Resources

The quality of statistics ultimately depends on the quality of staff. NSA has therefore ensured the right people in the right positions to enhance its competency. Sustainable institution building is not confined to staff development and policies alone; hence NSA ensures the appropriate physical infrastructure for staff to work in an environment that is conducive to produce high quality output.

The Human Resources Division is responsible for the following core functions:

- Compliance with Labour Laws;
- Recruitment and Training;
- Record Keeping;
- Payroll and Benefits;
- Employee Relations;
- Employee Performance Management; and
- Employee Wellness.

3.2 Objectives / Targets

During the period under review, the department set the following targets. Some of the initiatives are on-going:

3.2.1 Priority A: Efficient Resource Management

The production of quality statistics is very expensive; hence it was ensured that the production and dissemination of statistics are executed cost-effectively by:
• Assessing current Financial and Administrative policies and directing the development and implementation of a prudent budgeting and financing plan, which involves effective cost reduction in overheads.

• Migration from a paper-based system to a Human Resources Information System, and improved Asset Maintenance, Administration and Fleet Management Systems. Appropriate risk management within the NSA was also a top priority.

3.2.2 Priority B: Sustainable Capacity in NSA and NSS

The NSA is a newly established Government Agency. During the short period of existence, NSA has worked towards being a sustainable, performance-driven, fully operational centre of excellence in statistics that is able to carry out all its function according to its mandate as specified in the Statistics Act.

In the period under review, NSA set to:

• Finalise the recruitment process and skills audit for training purposes,

• Develop and submit critical operational policies to the Board for approval and socialise all approved policies in conjunction with the division Strategic Communications; and

• Appoint a Disciplinary Committee and Fire Marshalls and establish a Workplace Health & Safety Committee, as well as oversee the promotion of ‘Team NSA’. ‘Team NSA’ is an initiative aimed at uniting employees from various professional and cultural backgrounds around a common goal and at generating greater productivity.

3.3 Achievements

3.3.1 Human Resources

The department successfully coordinated the internal recruitment/absorption process. This was as a result of a secondment agreement signed between the NSA and National Planning Commission, which ensured a transparent process of absorption of the Central Bureau of Statistics employees onto the NSA establishment. In addition, the following external appointments were finalised and successful candidates assumed duty:

• Deputy-Director: Finance & Administration;

• Deputy Director: Human Resources;

• Company Secretary/Legal Advisor; and

• Interviews for the Deputy Director: Strategic Communications were also concluded.
3.3.2 NSA Policies

During the period under review, the Board approved the following Human Resource policies to guide the process of recruitment:

- Recruitment & Selection Policy;
- Remuneration Policy;
- Leave Policy;
- Travel & Subsistence Policy; and
- Performance Management Policy.

In addition, the following Finance Policies and Procedures aim at strengthening the NSA internal processes and controls in order for the NSA to operate effectively, were signed off:

- Supply Chain Management Policy;
- Fixed Assets Policy;
- Fixed Assets Procedures;
- General Ledger and Journals Policies and Procedures; and
- Management Information Procedures.

In accordance with its mission statement, and to effectively carry out its mandate, the NSA strives to carry out its statistical and administrative activities in the most efficient and transparent manner, ensuring good-quality data, a rationalised response burden on its information providers, and the professionalism and well-being of its staff members. To this end it is guided by a number of principles as follows:

Confidentiality of Personal and Commercial Data

NSA holds and processes various data that are confidential because they are either personal or commercially sensitive. The Statistics Act provides for the rigorous protection of personal and commercial data.

Consultation Groups for Official Statistics

The development of an effective consultation process is an essential component in the production of relevant, accurate, comprehensive and timely official statistics. It

- Enables the NSA to monitor the main uses which data and publications are put to;
- Ensures that the statistics produced meet user needs; and
- Ensures that appropriate data collection methodologies are being employed.

Furthermore, it helps the NSA to understand the perspectives of data providers, as well as to gage the impact of statistical processes on individuals, households and enterprises. The departure point for the organisation of these groups is that increased consultation is likely to enhance confidence in official statistics.

Dissemination

Official statistics are a common good for society and shall be available to everyone. Statistics must be presented in such a way that the main results can be understood without the need for expert knowledge of statistics. NSA’s statistics and analysis are accessible and understandable for users to obtain information on the Namibia society. NSA uses its know-how to make the statistics coherent, understandable and accessible.
NSA’s statistics and analysis cover the needs of the general public, but it is also extensive and detailed enough to cover the business community and the authorities’ need for statistics for use in analysis and policy formulation.

**Principles of the Dissemination Policy**

The dissemination policy of the NSA is based on the provisions of the Statistics Act, No. 9 of 2011, covering the NSA’s role and duties, on the transparency principle.

**Documentation of Data Quality and Methodology**

The NSA, as the main national institution producing official statistics, has the responsibility to inform users of the concepts and methodologies used in collecting and processing data, of the quality of the data produced and of other features that may affect the use or interpretation of statistics produced.

It is NSA policy to be as open to users as is reasonably possible about its statistical methodologies and to provide adequate documentation of methods and quality measures to users. This is done in order to allow users to:

- Verify and determine whether the statistics are adequate for their intended use; and
- Recognise and assess the level of accuracy of the statistics under consideration.

**Environment**

NSA collects, compiles and disseminates official statistics. In carrying out its business the NSA is committed to minimising any adverse impacts its activities may have on the environment. The Office aims to eliminate waste, to conserve natural resources and prevent environmental pollution.

**Equality**

NSA aims to provide an inclusive environment which promotes equality, values diversity and maintains a working environment in which the rights and dignity of its entire staff are respected to assist them in reaching their full potential.

**Promoting Statistical Literacy**

A good understanding of statistical concepts and methodologies and their correct interpretation is essential to the proper and effective use of official statistics. To improve the utility of statistics and their relevance to the country’s social and economic developments, NSA continuously works to promote statistical literacy in the community.
Relationship with the Media

Public confidence in official statistics is a vital ingredient of democracy. True democracy is based upon a full and unbiased flow of information and access to it. In the dissemination of its information, NSA recognises that the news media, finely tuned to public attitudes and needs, are important partners. The news media have the potential to raise a high degree of public awareness and interest.

For this reason, they are invaluable partners to a statistical office that seeks to build confidence and trust in the information it releases. The NSA has continually invited media partners for regular briefings and has embarked on a planned process to engage media practitioners in the spirit of stakeholder engagement.

Release of Data Subject to Error

From the design to the dissemination stage, there are various ways in which errors can enter the statistics. Some errors resulting from the use of sampling are random, and their extent measurable. Other errors of a non-sampling nature can introduce bias into the results. The NSA has a responsibility to place “quality labels” on all disseminated data in order to assist in their interpretation.

3.3.3 Finance & Administration

Administration & Logistics

For effective and efficient use of available resources, the department implemented a Fleet Management System and registered all NSA vehicles on the system. 50 vehicles have tracking devices installed up to date. The system is fully functional and the Transport Officer is undergoing coaching and mentoring to master the functionalities thereof.

External Audit Function

The department facilitated the appointment of Grand Namibia as external auditors for a period of three years. They have since commenced with the first external audit.

Asset Management

The other area of achievement in the department is the successful completion of asset register whereby all the assets of the NSA are now fully labelled and recorded in the Pastel Fixed Assets Module to automate the management of fixed assets.

Security

The department in conjunction with IT embarked on, and completed the installations of Surveillance Systems for the NSA Head Office and the Data Processing Centre.

Workplace Health & Safety

The team has been appointed and trained. The first mock fire drill is scheduled for end of April 2013.

3.4 Risks and Challenges

The department, being cognisant of the fact that risk management should be an integral part of the NSA, has identified a number of risks that are under active management:

- Funding: At this stage, the Namibian Government is the major financier of NSA. However, the request to Central Government for funding has only partially been approved, which poses a risk to the full implementation of NSA’s Strategic Plan.

- Critical skills shortage: Lack of key skills among staff, especially on critical automation software such as Pastel and other functions remains a major challenge for NSA.
• Policies: The absence of some critical operational policies such e.g. Transport and Payroll Policy hampers operations.

• Compliance to Health & Safety: Maintenance of the infrastructure should be given priority to comply with safety regulations. Failure to comply would put the lives of employees at risk.

• Discipline: Absence of a disciplinary committee and disciplinary procedures might lead to inconsistency handling cases.

3.5 Future Plans and Activities

The NSA will take steps to ensure there are sufficient and competent managerial and technical staff members, and appropriate and supportive organisational structure will be continuously redefined to allow the proper execution of NSA’s strategy.

NSA will build a culture of high performance within the NSA, characterised by good internal communication and relations, trust, teamwork, openness and knowledge sharing. In addition, the NSA will develop:

• A comprehensive Skill Assessment and Staff Development Programme;

• Employee Wellness and Change Management Programme; and

• Develop a staff retention strategy and promotion of Team NSA and finalisation of necessary policies for both Finance and Human Resources.
THE DATA PROCESSING CENTER WAS REALISED THROUGH NAMIBIAN - GERMAN COOPERATION
The objective of the Economic Statistics Department is to collect, compile, process, analyse and provide macro-economic information needed for socio-economic policy making and planning by Government for its monitoring and evaluation of the economy. The Department is responsible for economic high-frequency statistics necessary for policy makers for evidence-based planning. The Economic Statistics Department is made up of two Divisions namely, National Accounts and Sectoral Statistics and Prices and Trade Statistics. It produces national accounts statistics, trade statistics, consumer price indices and agricultural statistics.

The economic estimates are compiled in accordance to the international standards, the 1993 System of National Accounts (SNA), International Merchandise Trade Statistics (IMTS), and Food and Agriculture Organisation (FAO) guidelines.

NSA releases reports as per the International Monetary Fund (IMF) General Data Dissemination Standards (GDDS) requirement to which Namibia prescribes, i.e. for quarterly publications, 90 days after the reference period and for the annual publications within one year after the end of the calendar year.

4.1 Structure

4.1.1 National Accounts and Sectoral Statistics

The main objective of the Division is to provide timely and comprehensive economic data, which can be used for analysis and evaluation of the performance of the economy. The focus is on major economic flows such as production, household consumption and capital formation. The information forms the basis for the:

- Assessment of the performance and present state of the country’s economy; and
- Short-term and long-term forecasts of potential economic developments.

The division consists of two subdivisions: 1. National Accounts and Sectoral Statistics Division and has a staff complement of eleven people of which the position of a Senior Statistician in National Accounts is still vacant. The structure consists of: a Deputy Director, two Senior Statisticians and eight Statisticians.

4.1.2 Price and Trade Statistics

This Division is responsible for the collection of prices in order to monitor the increase in the general level of prices of goods and services in the economy, i.e. on the trend of inflation. Furthermore, it produces timely indispensable data on the import and export of goods in order to analyse changes in trade flows and the trade balance.

The division has a staff complement of twelve people comprising of a Deputy Director, two Senior Statisticians, six Statisticians of which one is vacant and three Assistant Statisticians.

In Namibia, the Consumer Price Index (CPI) at the group and subgroup levels is calculated as a weighted arithmetic average of the proportionate changes in the prices of goods and services in the corresponding group/subgroup. The weights are estimated on the basis of the results from the Namibia Household Income and Expenditure Survey (NHIES) conducted in 1993-94, while December 2001 is chosen as the base month.

The prices are collected from more than 650 retail outlets in eight localities. The number of price quotations collected per month for goods and services exceeds 7,000.

International Merchandize Trade Statistics (IMTS) are compiled according to international standards as stipulated by the United Nations’ Department of Economics and Social Affairs. The Namibia Statistics Agency is the custodian of IMTS in Namibia while the Ministry of Finance’s Customs and Excise directorate...
is the primary source of IMTS. Data is collected on a daily basis at the point of entry/exit by Customs and Excise officials and then transmitted to NSA via external hard drive on a monthly basis. NSA processes and analyses the data before dissemination. IMTS data can be provided on request according to the following break downs: imports, re-imports, exports, and re-exports, by partner, point of entry/exit, transport mode, Cost Insurance and Freight (CIF), Free on Board (FOB) etc.

4.2 Objectives / Targets

During the period under review, the department had the following targets as grouped by main divisions:

4.2.1 Release of Relevant, Quality and Timely Statistics

- Release of Quarterly GDP estimates;
- Release of Quarterly Trade Bulletins; and

4.2.2 Sustainable Capacity Building

- Recruit staff for the department;
- Enhance skills of staff through on-the-job training; and
- Cascade business plan and annual performance targets.

4.3 Achievements

4.3.1 Release of National Accounts and Quarterly GDP Publications

During the reporting period the National Accounts 2011 as well as the Preliminary National Accounts 2012 Reports were released.

The rebasing process of the national accounts is at an advanced stage and the plans are to release the draft National Accounts report rebased to 2010 base year in December 2013.

Quarterly GDP estimates are meant to assist in the analysis of the short-term movements of the economy. During this period the division produced and disseminated the second quarter GDP 2012 (13 September 2012), third quarter GDP 2012 (13 Decem-
The fourth quarter GDP for 2012 recorded a growth of 4.3 per cent compared to 10.4 per cent growth recorded in the corresponding quarter of 2011.

**4.3.2 Preparation of Agriculture Census 2013/14**

The steering committee and methodological group has been established. The draft questionnaire has been completed and awaits input from a broad range of stakeholders by June 2013. A pilot survey was conducted in five regions (Caprivi, Kavango, Omaheke, Omusati and Oshana) in order to test the census instruments. The results of the pilot survey found that the use of Global Positioning System (GPS) and Computer-Assisted Personal Interviewing (CAPI) is much faster and more efficient as opposed to the traditional paper-based method. The use of CAPI and GPS will be adopted for the census.

**4.3.3 Release of Quarterly and Annual Trade Bulletins**

The reporting period witnessed the production of the second and third quarter trade statistics bulletin for the year 2012 in December 2012 and the fourth quarter bulletin in March 2013. The 2012 Annual Trade Statistics Bulletin was produced and disseminated to the users on 13 March 2013. The database upgrade was successfully carried out to ensure that all codes on the system are correct.

NSA maintains a good relationship with Customs and Excise within the Ministry of Finance that ensures the smooth flow of trade data to the NSA. The 2012 Annual Trade Statistics reveal that the trade deficit had widened between 2011 and 2012 from NAD11.2 billion to NAD17.3 billion. Exports were dominated by diamonds and semi-precious stones that accounted for 28.6 per cent of exported products, while mineral fuels topped the list of imports with 13.1 per cent of total imported goods.

**4.3.4 Release of Monthly Consumer Price Indices**

Twelve Consumer Price Index (CPI) Bulletins for the months of April 2012 to March 2013 were released and disseminated to the users within 15 days after the end of the reporting month. The Harmonized Consumer Price Indices (HCPIs) for the corresponding months were also produced and forwarded to SADC for publication. During the reporting period the NSA with the assistance of the IMF has commenced the Namibia Consumer Price Index (NCPI) rebasing exercise in November 2012.

The revalidation of International Comparison Program (ICP) data during the reporting period was successfully completed and forwarded to the African Development Bank (AfDB). The quarterly verification and cross checking of the NCPI data in the regions where data is collected in the country were also successfully carried out.

The inflation rate fluctuated over the past twelve months between 5.6 per cent (June 2012) and 7.6 per cent in November 2012.

**4.3.5 Human Capacity Development**

The Department in collaboration with the Operations Department ensured that the recruitment process was streamlined with the NSA strategies and ensured that the available skills are retained within the Department. This process was concluded in the third week of March 2013.

Two staff members have graduated from the Polytechnic of Namibia during the reporting period, one graduated in the statistics discipline and the other in Logistics and Supply Chain. Two are set to complete their graduate studies in statistics this year and five are enrolled with Institutions of Higher Learning.
Important Forums and Workshops attended

- Two staff members underwent a training course on the Consumer Price Index in Mauritius and ICP validation in Ivory Coast in December 2012 and March 2013 respectively.

- One staff member participated in SADC Workshop and 18th meeting of Trade Negotiating Forum-Services, in December 2012 and in the SACU Workshop on Trade in Services Data, in the RSA, January 2013.

- One staff member participated in the AfDB workshop on National Accounts, which took place in Lusaka / Zambia, March 2013.

- One staff member attended the SACU Intra data meeting in Johannesburg October 2012: Mr. Sadick Chombo

- One staff member participated in the SAD Workshop on Trade Negotiating Forum –Services; Johannesburg, S Africa in December 2012: Mrs. Hilda Ampweya

- One Staff participated in the SADC sub regional ICP price data validation workshop in November 2012; Pretoria – South Africa: Mr. Erich Khunuchab

- One staff attended ICP price data validation workshop in Tunisia in June 2012 Mr. Erich Khunuchab

4.4 Risks and Challenges

- Finding a suitable Senior Statistician for national accounts remains a challenge that needs to be addressed as it is a specialized field.

- The funding gap for the census of agriculture is still a concern; hence the execution of the main census remains uncertain.

- The capacity of the computer installed with the Eurotrace software continues to hamper the speedy processing of the trade data.

4.5 Future Plans and Activities

The activities below have been earmarked for future execution:

- Finalise the rebasing process and publish the revised National Accounts and CPI reports;

- Produce monthly sectoral reports;

- Conduct the Agriculture Census 2013/14; and

- Continue the enhancement of the quality in all Economic Statistics Reports.
Ms Florentia Amuenje (Board Member - NSA), Mr Tom Alweendo (Director General - NPC), Onno Huckmann (German Ambassador) and Florence Nakusera (Board Member - NSA) at the official opening of the Data Processing Centre.
5. Demographic & Social Statistics

Linna Kafidi  
Director of Demographic & Social Statistics

Pauline Enkono  
Deputy Director Demographic & Vital Statistics

Daniel Oherein  
Deputy Director Household Welfare & Labour Statistics

Ottilie Mwazi  
Deputy Director Spatial Data, Surveys & Cartography
The department of Demographic and Social Statistics is responsible for timely production of demographic and social statistics and the coordination of spatial data infrastructure. It is also responsible for coordinating national survey operations and statistical services in the regions. In particular, the department is tasked with the responsibility of implementing decennial Population and Housing censuses and inter-censal demographic surveys, conduct National Labour Force and Household Income and Expenditure surveys as well as update the national sampling frame. The department provides technical support to key stakeholders of the National Statistics System in the areas of sampling and survey and census operations.

5.1 Structure

The department covers three main divisions:

- Demographic and Vital Statistics;
- Household, Welfare, Labour Statistics which includes other Social statistics; and
- Spatial Data, Cartography, Surveys and Regional Affairs.

5.1.1 Demographic and Vital Statistics

This division is responsible for the timely production of demographic and vital statistics from the decennial Population and Housing censuses, Inter-censal Demographic Surveys and Vital Registration systems.

The division is made up of two subdivisions:

- Population and Housing Censuses and Inter-censal Demographic surveys and;
- Migration and Vital Statistics.

5.1.2 Household, Welfare and Labour Statistics

The Household, Welfare and Labour Statistics division is responsible for timely production of welfare, labour and social statistics through household income and expenditure; welfare and labour force surveys as well as administrative systems of government and public institutions. Social Statistics covers poverty, labour, health, education, gender, and crime, juvenile and other statistics from social sector.

The division has a staff complement of nine persons comprising the Deputy Director, two Senior Statisticians, four Statisticians and two Assistant Statisticians.

5.1.3 Spatial Data, Cartography, Surveys and Regional Affairs

The division is responsible for the coordinating survey operations, spatial data, development and maintenance of geo-database and the national sampling frame. The division is also responsible for the implementation of survey operations and sample designs, undertaking census cartography, coordinating statistical services at regional levels, and the provision of technical support in sampling and survey operations.

The division has a staff complement of 21 people of which seven are in the regional offices.

5.2 Objectives / Targets

During the period under review, the department had the following targets as grouped by main divisions:
5.2.1 Release of Relevant, Quality and Timely Statistics

- Release of NHIES 2009/2010 report;
- Release of Poverty Dynamics report in Namibia;
- Release of Child Poverty report;
- Release of 2011 Census Preliminary report;
- Finalise data processing and release the Main report for the 2011 Population and Housing census by 31 March 2013;
- Update national sampling frame by August 2012;
- Conduct and release the 2012 Labour Force Survey Report;
- Develop draft National Spatial Data Infrastructure (NSDI) policy; and
- Provide technical assistance to the Ministry of Health and Social Services in the Implementation of the Namibia Health and Demographic Survey 2013.

5.2.2 Sustainable Capacity Building

- Recruit staff for the department;
- Develop required skills in data processing, analysis, sampling; and
- Cascade business plan and annual performance targets.

5.3 Achievements

5.3.1 2011 Population and Housing Census

The 2011 Census was conducted by the Central Bureau of Statistics of NPC under the legal framework of the Statistical Act number 66 of 1976. It was the third post-independence census to be conducted following the previous two censuses of 1991 and 2001. The enumeration or population count for the 2011 Namibia Population and Housing Census was successfully carried out from 28 August to 15 September 2011.

The Census preliminary report which gave population counts for males and females at national up to constituency levels was released in April 2012. The Census main report was launched by His Excellency, President Hifikepunye Pohamba, on 27 March 2013. About two hundred people including cabinet ministers, members of parliament, regional governors, and heads of parastatals and government agencies, international organizations, research/
academic institutions and ambassadors attended the two-hour launch event at Safari hotel. The key findings of the Census are that the population of Namibia stands at 2,113,077 persons with a slow annual growth rate of 1.4 per cent between the years 2001 and 2011. 52 per cent of the population are females, while 43 per cent of the total population lives in urban areas.

5.3.2 National Sampling Frame

A national sampling frame is a standard frame that is developed based on the enumeration areas of population and housing census to ensure sound methodology in designing and conducting national surveys. The current National Sampling Frame was developed using census enumeration areas of the 2011 population and housing census. The exercise required field visits to some areas to ensure splitting and merging of some enumeration areas with a view to ensuring uniformity in sizes of primary sampling units make up the frame.

There are currently 6,102 primary sampling units (PSUs) in the frame. The development of the frame was finalised in August 2012. The frame was used for drawing representative samples for household surveys including the 2012 Labour Force Survey.

5.3.3 NHIES 2009/2010 Main report

Namibia’s third Household Income and Expenditure Survey was conducted over a twelve-month period during 2009 and 2010 by the then Central Bureau of Statistics (CBS), which collected data on income, consumption and expenditure patterns of households. The NSA released the main report of the NHIES 2009/2010 in August 2012. The report presented information on income and expenditure patterns and poverty rates at household levels.

5.3.4 Poverty Dynamics in Namibia Report

Subsequent to the release of the NHIES 2009/2010 Main Report was the release of the Poverty Dynamic Report in November 2012. The report presents poverty incidence and poverty gaps for both poor and severely poor individuals. It further cross-examines poverty by educational attainment, sources of income and access to services.

5.3.5 Child Poverty Report

This special report focuses on children below 18 years of age in relation to poverty in Namibia. The report examines how many children are poor not only in terms of their consumption, but also in terms of their access to durable goods as well as water, sanitation and other utilities.

5.3.6 2012 Labour Force Survey

For economic and social planning reasons, a clear knowledge and understanding of the size, composition and other characteristics of the labour force is indispensable for national, as well as regional planning and decision making. In addition, timely labour force statistics are a priority for Namibia in order to monitor and assess the impact of all policies Government has implemented that affect the labour market. In collaboration with the Ministry of Labour and Social Welfare, and in consultation with stakeholders, the Labour Force Survey 2012 was conducted in October 2012. Data processing and cleaning were completed in early March 2013 and the report was released on 10 April 2013.

The major finding from the report is that the unemployment rate stands at 27.4 per cent of the labour force. Unemployment affects the youth more with an unemployment rate of 42.8 per cent for the age group 15-29 years.

5.3.7 Development of National Spatial Data Infrastructure (NSDI) Policy

The purpose of National Spatial Data Infrastructure (NSDI) Policy is to provide guidance for improving the initiation, collection, processing, integration, storage, distribution, awareness of, ac-
cess to, and utilisation of spatial data and services, compatible with the stated objectives of the NSDI as set out in the Statistics Act, 2011 (No. 9 of 2011). This Policy is complemented by relevant principles and policies set out in the Statistics Policy for Namibia, and should be read in conjunction with that Policy. The National Spatial Data Infrastructure (NSDI) draft Policy was developed and reviewed through consultation with relevant stakeholders. The final draft policy is in place for further approval by the National Committee on Spatial data. The Director General would appoint the committee to scrutinise the draft policy before approval by the Director General of NPC and the Minister of Lands and Resettlement.

5.3.8 Human Capacity Development

- The recruitment process started early February 2013 and resulted in 34 positions being filled. Seven of these positions will be placed in the regions. Eight positions were frozen due to financial constraints. These vacancies pose risks to achieving the departmental yearly targets.

- Two staff members completed the first year of the Masters’ Degree Program in Statistics and Demography at the University of Namibia, and one staff completed a Diploma in Geographic Information System with the Polytechnic of Namibia. Eight of the staff members are enrolled in a Bachelor of Geo Information Technology (BGIT) programme at the Polytechnic of Namibia.

- NSA collaborated with development partners namely: UNFPA and the Government of the United States of America to provide support to post enumeration activities of the 2011 census. The US Bureau of Census undertook about three missions to assist in training six staff members in CSPro and in the development of edit specifications for editing the contents of the questionnaires. The UNFPA provided technical support through Technical Advisors who also assisted with activities of data processing and analysis. Capacity building will continue in the areas of data analysis, sampling, project management and computer skills enhancement in the coming financial year.

Important Forums and Workshops attended

- Beside forums and workshops organised by local stakeholders, one staff member from the division attended an international forum hosted by SADC on key indicators of Labour Force Surveys in Maputo, Mozambique in December 2012.

- One senior staff member attended an African Ministers’ Conference on Civil Registration and Vital Statistics in Durban in September 2013.

- One senior staff member attended a validation workshop for the UNFPA Country program in February 2013.

- One senior staff member attended the 8th Africa Symposium on Statistical Development with the theme “Standardization of Causes of death and Statistical Classifications in Africa” focusing...
on the specific topic of improving death registration and certification of causes of death in Africa.

• Four senior staff members attended the NSA management retreat.

• One staff member attended the 9th ICC International Seminar on Carto-Technology “Operational Airborne Remote Sensing: from Data to Products” November, 12th - 21st 2012 in Barcelona, Spain.

5.3.9 Provision of Technical Support to Internal and External Stakeholders

Technical support in the area of sampling, map reading and field operations were provided to other units of NSA and other stakeholders in the NSS such as the Ministry of Labour and Social Welfare, Ministry of Education and Ministry of Health and Social Services in the implementing of the Demographic and Health Survey of 2013 (DHS) as well as a private sector company, Survey Warehouse, in the areas of sampling training, survey operations and listing of households. Furthermore, the NSA has been working closely with the Ministry of Home Affairs and Immigration to improve the Civil Registration system and Vital Statistics in Namibia. This system registers vital events such as births, deaths, marriages and divorces which are essential for the calculation of demographic statistics for planning and decision-making purposes.

Statistical and GIS services were provided to regions to support them with planning. This was done through NSA’s regional statistical offices.

5.4 Risks and Challenges

A number of risks and challenges were identified which affected the performance and efficient delivery of services:

• For the 2012 Labour Force Survey a consultant had to be sought to assist with the system design and structural edits. This led to the delay in releasing the survey data within one month.

• Adequate skills were also lacking in data analysis, both in the census and labour force survey. Challenges were in particularly experienced the preparation of the 2012 Labour Force Survey report due to the lack of analytical skills.

• There is also a lack of skills in project planning and management since for most key staff it was the first time to handle national projects of these magnitudes. Significant improvements have been noticed from the skills gained by most staff, and it is expected that there will be an improvement in future implementations of projects of similar nature.

• Furthermore, there is still a lack of skills in the area of sampling whereby, as in former department of CBS, the NSA relies on external experts to assist with the design of sample surveys. Since these skills will take time to develop, the recruitment of staff in the department has taken this into account.

5.5 Future Plans and Activities

• Document and develop microdata and metadata for surveys and censuses;

• Produce census atlas based on the 2011 census;

• Produce six regional profiles and two thematic reports based on the 2011 census;

• Conduct Labour Force Survey of 2013;

• Facilitate approval of NSDI policy; and

• Plan the Household Income and Expenditure Survey for 2014/2015
6. Data Processing & IT Solutions

The department is responsible for providing IT support and data processing support to the NSA. It is also tasked to ensure the security and integrity of statistical data.

6.1 Structure

6.1.1 Data Processing

The Data Processing division is responsible for providing support to all the core departments before, after and during surveys and most importantly to ensure the security and integrity of all statistical data in conjunction with the IT Solutions division. The division has a staff complement of four people comprising a Deputy Director, one Senior Data Processor and two Data Processors. The position of Deputy Director is currently held in acting capacity by the Director.

6.1.2 Information Technology Solutions

The Information Technology Solutions division is responsible for providing technological solutions to the NSA in order to make every-day work easier by automating some business process and to provide the tools necessary to produce a more efficient and productive workforce.

The division has a staff complement of five people comprising the Deputy Director, one Senior IT Specialist, two IT Specialists and one Webmaster. The position of the Deputy Director is currently held in an acting capacity by the Director.

6.2 Objectives / Targets

The overall objectives of the two divisions include the provision of data processing support to enable production, processing and storage of data in a timely and cost effective manner, as well as the provision of technological support to enable the production and release of accurate, relevant and timely statistical information through platforms such as the NSA website.

The primary objectives for the year under review were to:

- Fill vacant positions on the structure in the division to enable service delivery according to mandate;
- Align Data Processing and ICT infrastructure to strategic objectives of the division;
• Identify and manage all risks faced by the division;
• Establish and launch Data Processing Centre; and
• Establish a responsive and up to date website.

In addition, other objectives that the divisions set out for itself during the year 2012/2013 financial year include:

• Investigation of Data Processing Centre sustainability options;
• Securing Data Processing Centre facilities;
• Initiating and completion of the Labour Force Survey 2012 data processing activities;
• Completion of data processing activities for the Census 2011;
• Establish a robust network Infrastructure;
• Create and implement an ICT policy to guide the usage of the NSA’s ICT facilities;
• Cascade divisional goals to all levels;
• Provide support to the Data Processing division to enable conclusion of data processing activities; and
• Provide the necessary infrastructure to maintain all statistical data.

6.3 Achievements

6.3.1 Data Processing Centre established and launched

In line with the strategic objective to produce timely and accurate statistics, the Data Processing Centre was launched by Honourable Tom Alweendo on the 21 February 2013. The launch was attended by the German Ambassador, representing the German government who contributed over NAD16 million, to make the Processing Centre a reality. The centre is the best of its kind in the southern Africa region and boasts state-of-the-art technologies.

6.3.2 Filling of all Vacant Positions

As a result of the crucial role that the division plays in providing an enabling role for the NSA, it was imperative that staff with the right skills were recruited to fill all vacancies within the department. All vacancies were filled by end of March 2013 with the exception of the two Deputy Director positions.

6.3.3 Provision of Departmental Support

Data processing activities for the Census 2011 started in March 2012 and ended in January 2013. Census 2011 activities were assisted by external consultants mainly on preparations, structural edits and tabulation of data.

The Labour Force Survey 2012 activities started a month later than planned due to resources sharing with the Census project. The LFS2012 activities started in December 2012 and were completed end of February 2013. The LFS2012 had external assistance in developing the cleaning application and database development.
As part of its mandate to provide technological support, the division put in place a helpdesk system to enable office staff to report any problems that they might encounter. The target rate for responding to reported ICT problems is between 20 and 30 minutes. The division is still planning to improve on this rate by introducing a more robust helpdesk system in the coming year.

### 6.3.4 Establishment of a Fully Fledged ICT Infrastructure and Website

With the establishment of the NSA, the need to create a robust ICT infrastructure in the form of a computer network was required. The department enlisted external assistance in planning for the establishment of such a network and spent most of the year implementing and where necessary, fine tuning the network to fit the strategic objectives of the organisation. The implementation did not just include work on the network, but also included establishing a fast internet connection, an interactive website, a robust email system that is accessible both within and outside of the offices and setting up of a telephone system that has built-in credit allocation capability for purposes of budgetary control. The division also assisted in the installation and fine tuning of the Pastel Accounting and Payroll systems for the Operations department.

### 6.3.5 Important Forums and Workshops attended

Mr. Henok Immanuel travelled for a two-day workshop on Data Collection to Ivory Coast from 4 – 5 March 2013. The trip was fully funded by the African Development Bank and was aimed at enhancing and sharing knowledge regarding data collection methods.

### 6.4 Risks and Challenges

The department recognises that the ICT field is highly dynamic and therefore the need to keep its staff trained in the respective areas of expertise is critical. Our challenges are mainly in the areas of structural edits and the use of CSPro for data cleaning. Owing to lack of adequate financial provision, none of the staff could be sent on training in the period under review.

### 6.5 Future Plans and Activities

The department plans to introduce electronic data capturing as a means to ensure accurate and timely processing of data. It also plans to enhance data security and overall information security by introducing an IT policy and disaster recovery and business continuity plans.
Statistician General presenting the 2011 Population & Housing Census on 27 March 2013.
CONTENTS

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Board members’ approval of the annual financial statements 46
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Statement of changes in equity 52
Statement of cash flows 53
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BOARD MEMBERS’ RESPONSIBILITY FOR FINANCIAL REPORTING

The board members of the agency are responsible for the maintenance of adequate accounting records and the preparation and integrity of the financial statements and related information. The financial statements have been prepared in accordance with International Financial Reporting Standards. The agency’s independent external auditors have audited the financial statements and their report appears on page 3.

The board members are also responsible for the systems of internal control. These are designed to provide reasonable but not absolute assurance as to the reliability of the financial statements, and to adequately safeguard, verify and maintain accountability of assets, and to prevent and detect material misstatement and loss. The systems are implemented and monitored by suitably trained personnel with an appropriate segregation of authority and duties. Nothing has come to the attention of the board members to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the year under review.

The annual financial statements are prepared on a going concern basis. Please refer to page 4 of the board members’ report where the appropriateness of the going concern assumption is discussed in detail.

BOARD MEMBERS’ APPROVAL OF THE ANNUAL FINANCIAL STATEMENTS

The annual financial statements set out on pages 4 to 22 were approved by the board members and are signed on their behalf by:

Director

7 June 2013

Date

Director
INDEPENDENCE AUDITOR’S REPORT
For the year ended 31 March 2013

Report of the Independent Auditors

We have audited the financial statements of Namibia Statistics Agency, as set out on, which comprise the statement of financial position as at 31 March 2013, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

Directors’ responsibility for the Financial Statements

The Agency’s directors are responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, and requirements of the Statistics Act, 2011 and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditors’ Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors’ judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Namibia Statistics Agency as at 31 March 2013, and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards, and the requirements of the Statistics Act, 2011.

Grand Namibia
Registered Accountants and Auditors
Chartered Accountants (Namibia)  
Per: R.N. Beukes
14 May 2013
The board members present their report for the year ended 31 March 2013. This report forms part of the first audited annual financial statements of the agency, thus no comparative presented.

BACKGROUND AND OPERATIONS

The Namibia Statistics Agency [the “Agency”] was established by the Government of the Republic of Namibia in terms of the Statistics Act 9 of 2011 to constitute the central statistical authority for the State; to collect, produce, analyse and disseminate official and other statistics in Namibia; facilitate the capture, management, maintenance, integration, distribution and use of spatial data; to develop and coordinate the National Statistics System and the National Spatial Data Infrastructure (NSDI); and to advise the Minister (Director General of National Planning Commission) on matters related to official and other statistics, whether of its own accord or at the request of the Minister.

RESULTS FOR THE PERIOD

The first financial results of the agency are set out in the attached financial statements.

BOARD MEMBERS AND SECRETARIES

The board members in office during the year and at the date of this report were as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Appointed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Paul W Hartmann</td>
<td>Chairperson</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Ms. Anna B Matebele</td>
<td>Vice Chairperson</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Ms. Florentia Amuenje</td>
<td>Director</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Mr. Sikongo G Haihambo</td>
<td>Director</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Mr. Martin Mwinga</td>
<td>Director</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Ms. Florette N Nakusera</td>
<td>Director</td>
<td>01 September 2011</td>
</tr>
<tr>
<td>Dr. John Steytler</td>
<td>Director/Statistician General</td>
<td>16 April 2012</td>
</tr>
</tbody>
</table>
Secretary:

The secretary to the agency during the year is Ms. Alisa Amupolo.

Business Postal
20 Klein Hamburg P.O.Box 22555
Michklis Street, Avis Windhoek, Namibia
Windhoek, Namibia

AUDITORS

Grand Namibia are appointed as the Agency auditors in accordance with Section 30 (b) of the

NON-CURRENT ASSETS

The Agency acquired property and equipment (including intangibles assets) at a cost of N$ 3 519 925 and donated assets received worth N$ 38 258 895 property and equipment (including intangibles assets) during the year under review.

SUBSEQUENT EVENTS

No events or circumstances have arisen between 31 March 2013 and the date of this report which would require adjustment to or disclosure in these financial statements.

GOING CONCERN

The agency incurred a surplus of N$ 1 446 557 and expect funding of N$ 56 000 000 from the Government of Namibia for the 2013/14 financial year. The agency thus has sufficient surplus to absorb any future deficits and together with funding from the Government, these will ensure the operational existence of the agency and this confirms the appropriateness of the going concern basis in the preparation of the annual financial statements.
**ANNUAL FINANCIAL STATEMENTS**
For the year ended 31 March 2013

**Statement of financial position**

<table>
<thead>
<tr>
<th>Notes</th>
<th>2013 NAD</th>
</tr>
</thead>
</table>

### ASSETS

**Non-current assets**
- Property and equipment: 11 28 892 416
- Intangible assets: 7 821 278
- **Total non-current assets**: 36 713 694

**Current assets**
- Trade and other receivables: 197 546
- Cash and cash equivalents: 32 302 742
- **Total current assets**: 32 500 288
- **Total assets**: 69 213 982

### EQUITY AND LIABILITIES

**Capital and reserves**
- Accumulated surplus: 1 446 557
- **Total equity**: 1 446 557

**Non current liabilities**
- Deferred income: 45 660 065
- **Total non current liabilities**: 45 660 065

**Current liabilities**
- Deferred income: 10 454 979
- Trade and other payables: 11 652 380
- **Total current liabilities**: 22 107 359
- **Total liabilities**: 67 767 425
- **Total equity and liabilities**: 69 213 982
### ANNUAL FINANCIAL STATEMENTS
For the year ended 31 March 2013
Statement of comprehensive income

<table>
<thead>
<tr>
<th>Notes</th>
<th>2013</th>
<th>NAD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>3</td>
<td>60 073 048</td>
</tr>
<tr>
<td>Cost of projects</td>
<td>4</td>
<td>(27 040 885)</td>
</tr>
<tr>
<td>Income before other operating expense and income</td>
<td>5</td>
<td>33 032 163</td>
</tr>
<tr>
<td>Other income</td>
<td>6</td>
<td>5 924 030</td>
</tr>
<tr>
<td>Distribution expenses</td>
<td>7</td>
<td>(847 738)</td>
</tr>
<tr>
<td>Administrative expenses</td>
<td>8</td>
<td>(3 446 502)</td>
</tr>
<tr>
<td>Other operating expenses</td>
<td>9</td>
<td>(33 215 396)</td>
</tr>
<tr>
<td><strong>Surplus for the year</strong></td>
<td>9</td>
<td>1 446 557</td>
</tr>
</tbody>
</table>
## Statement of changes in equity

**All amounts in NAD**

<table>
<thead>
<tr>
<th>Description</th>
<th>Accumulated surplus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance at 01 April 2012</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>Surplus for the year</strong></td>
<td>1,446,557</td>
</tr>
<tr>
<td><strong>Balance at 31 March 2013</strong></td>
<td>1,446,557</td>
</tr>
</tbody>
</table>
### ANNUAL FINANCIAL STATEMENTS
For the year ended 31 March 2013
Statement of cash flows

<table>
<thead>
<tr>
<th>Notes</th>
<th>2013 NAD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cash flows from operating activities</strong></td>
<td></td>
</tr>
<tr>
<td>Cash receipts from Government of Namibia</td>
<td>54,363,339</td>
</tr>
<tr>
<td>Cash payments to suppliers and employees</td>
<td>(24,464,701)</td>
</tr>
<tr>
<td>Cash generated from operations</td>
<td>16 29,898,637</td>
</tr>
<tr>
<td>Other income</td>
<td>5,035,457</td>
</tr>
<tr>
<td>Interest received</td>
<td>888,573</td>
</tr>
<tr>
<td><strong>Net cash from operating activities</strong></td>
<td>35,822,667</td>
</tr>
</tbody>
</table>

| **Cash flows from investing activities** |                   |
| Purchases of equipment | 11 (2,937,339)    |
| Purchases of intangible | 12 (582,587)     |
| **Net cash used in investing activities** | (3,519,926)       |

Net increase in cash and cash equivalents | 32,302,742 |
Cash and cash equivalents at beginning of year | - |
Cash and cash equivalents at end of year | 10 32,302,742 |
1. BASIS OF ACCOUNTING

The annual financial statements are prepared in accordance with and comply with International Financial Reporting Standards ("IFRS") adopted by the International Accounting Standards Board ("IASB"), and interpretations issued by the International Financial Reporting Interpretations Committee ("IFRIC") of the IASB and the requirements of the Statistics Act 9 of 2011.

1.1 Application of new and revised International Financial Reporting Standards

New and revised pronouncements as at 31 March 2013

The following table contains effective dates of IFRS’s and recently revised IAS’s, which have not been early adopted by the agency and that might affect future financial periods:
<table>
<thead>
<tr>
<th>IAS/IFRS</th>
<th>Pronouncement</th>
<th>Effective date</th>
</tr>
</thead>
<tbody>
<tr>
<td>IAS 27</td>
<td>Amended version of IAS 27 which now only deals with the requirements for separate financial statements, which have been carried over largely unchanged from IAS 27 Consolidated and Separate Financial Statements. Requirements for consolidated financial statements are now contained in IFRS 10 Consolidated Financial Statements.</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IAS 28</td>
<td>Accounting for investments in associates and sets out the requirements for the application of the equity method when accounting for investments in associates and joint ventures.</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 9</td>
<td>Classification and measurement of financial assets</td>
<td>01 January 2015</td>
</tr>
<tr>
<td></td>
<td>Incorporating revised requirements for the classification and measurement of financial liabilities, and carrying over the existing derecognition requirements from IAS 39 Financial Instruments: Recognition and Measurement.</td>
<td></td>
</tr>
<tr>
<td>IFRS 10</td>
<td>Requires a parent to present consolidated financial statements as those of a single economic entity, replacing the requirements previously contained in IAS 27 Consolidated and Separate Financial Statements and SIC-12 Consolidation - Special Purpose Entities</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 11</td>
<td>Replaces IAS 31 Interests in Joint Ventures. Requires a party to a joint arrangement to determine the type of joint arrangement in which it is involved by assessing its rights and obligations and then account for those rights and obligations in accordance with that type of joint arrangement.</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 12</td>
<td>Requires the extensive disclosure of information that enables users of financial statements to evaluate the nature of, and risks associated with interests in other entities and the effects of those interests on its financial position, financial performance and cash flows</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 13</td>
<td>Replaces the guidance on fair value measurement in existing IFRS accounting literature with a single standard.</td>
<td>01 January 2013</td>
</tr>
</tbody>
</table>
## BASIS OF ACCOUNTING (continued)

### 1.1 Application of new and revised International Financial Reporting Standards (continued)
Amendments in International Accounting Standards ("IAS") and IFRS

<table>
<thead>
<tr>
<th>IAS/IFRS</th>
<th>Pronouncement</th>
<th>Effective date</th>
</tr>
</thead>
<tbody>
<tr>
<td>IAS 1</td>
<td>Revise the way other comprehensive income is presented.</td>
<td>01 July 2012</td>
</tr>
<tr>
<td>IAS 12</td>
<td>Provide a presumption that recovery of the carrying amount of an asset measured using the fair value model in IAS 40 Investment Property will, normally, be through sale</td>
<td>01 January 2012</td>
</tr>
<tr>
<td>IAS 19</td>
<td>Revised requirements for pensions and other post-retirement benefits, termination benefits and other changes</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 1</td>
<td>Address how a first-time adopter would account for a government loan with a below-market rate of interest when transitioning to IFRSs.</td>
<td>01 January 2013</td>
</tr>
<tr>
<td>IFRS 7</td>
<td>Amends the disclosure requirements in IFRS 7 Financial Instruments: Disclosures to require information about all recognised financial instruments that are set off in accordance with paragraph 42 of IAS 32 Financial</td>
<td>01 January 2013 and interim periods within those periods</td>
</tr>
<tr>
<td>IAS 32</td>
<td>Clarify certain aspects because of diversity in application of the requirements on offsetting.</td>
<td>01 January 2014</td>
</tr>
</tbody>
</table>
New and revised Interpretations

| IFRIC 20 | Clarifies the requirements for accounting for stripping costs associated with waste removal in surface mining, including when production stripping costs should be recognised as an asset, how the asset is initially recognised, and subsequent measurement. | 01 January 2013 |

Board members anticipate that the adoption of the recent standards and interpretations will have no material impact on the financial statements in future periods.

The financial statements are presented in Namibia Dollar (N$).

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The annual financial statements are prepared on the historical cost basis except for financial assets and liabilities where the fair value and amortised cost basis of accounting are adopted. The accounting policies of the agency, which are set out below, have been consistently applied and comply in all material respects with International Financial Reporting Standards.

2.1 Taxation

No income or any other tax, duty or levy imposed under any law is payable by the Agency in terms of Section 32 of the Statistics Act, 2011.

2.2 Intangible assets

Intangible assets are measured at cost less accumulated amortisation and any accumulated impairment losses.

Amortisation is charged so as to allocate the cost of intangibles less their residual values over their estimated useful lives, using the straight-line method. The following useful lives are used for the amortisation of intangibles:

Computer Software: 5 years

If there is an indication that there has been a significant change in amortisation rate or residual value of an asset, the amortisation of that asset is revised prospectively to reflect the new expectations.
2.3 Property and equipment

Property and equipment are stated at cost less accumulated depreciation and any recognised impairment losses. Depreciation is charged on the straight line basis over the useful lives of the assets.

Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. Freehold land is not depreciated. The following useful lives are used for the depreciation of property, plant and equipment:

- Motor Vehicles: 4 years
- Computer Equipment: 3 years
- Office Equipment: 3 years
- Furniture & fittings: 6 years

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of an asset, the depreciation of that asset is revised prospectively to reflect the new expectations.

2.4 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership of the leased asset to the agency. All other leases are classified as operating leases.

Rights to assets held under finance leases are recognised as assets of the agency at the fair value of the leased property (or, if lower, the present value of minimum lease payments) at the inception of the lease. The corresponding liability to the lessee is included in the statement of financial position as a finance lease obligation. Lease payments are apportioned between finance charges and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are deducted in measuring profit or loss. Assets held under finance leases are included in property, plant and equipment, and depreciated and assessed for impairment losses in the same way as owned assets.

Rentals payable under operating leases are charged to profit or loss on a straight-line basis over the term of the relevant lease.
2.5 Impairment of assets

At each reporting date, financial and non-financial assets not carried at fair value, are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

Similarly, at each reporting date, inventories are assessed for impairment by comparing the carrying amount of each item of inventory (or agency of similar items) with its selling price less costs to complete and sell. If an item of inventory (or agency of similar items) is impaired, its carrying amount is reduced to selling price less costs to complete and sell, and an impairment loss is recognised immediately in profit or loss.

If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount (selling price less costs to complete and sell, in the case of inventories), but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (agency of related assets) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss.

2.6 Financial instruments

2.6.1 Initial recognition and measurement

All financial instruments, including derivative instruments, are recognised on the statement of financial position. Financial instruments are initially recognised when the agency becomes party to the contractual terms of the instruments and are measured at cost, which is the fair value of the consideration given (financial asset) or received (financial liability or equity instrument) for it. Financial liabilities and equity instruments are classified according to the substance of the contractual arrangement on initial recognition. Subsequent to initial recognition these instruments are measured as set out below.

2.6.2 Fair value methods and assumptions

The fair value of financial instruments traded in an organised financial market are measured at the applicable quoted prices, adjusted for any transaction costs necessary to realise the assets or settle the liabilities. The fair value of financial instruments not traded in an organised financial market, is determined using a variety of methods and assumptions that are based on market conditions and risk existing at statement of financial position date, including independent appraisals and discounted cash flow methods. The fair value determined is adjusted for any transaction costs necessary to realise the assets or settle the liabilities. The carrying amounts of financial assets and liabilities with a maturity of less than one year are assumed to approximate their fair values due to the short-term trading cycle of these items.
2.6.3   De-recognition

Financial assets (or a portion thereof) are de-recognised when the agency realises the rights to the benefits specified in the contract, the rights expire or the agency surrenders or otherwise loses control of the contractual rights that comprise the financial asset.

On de-recognition, the difference between the carrying amount of the financial asset and proceeds receivable and any prior adjustment to reflect fair value that had been reported in equity are included in the statement of comprehensive income.

Financial liabilities (or a portion thereof) are de-recognised when the obligation specified in the contract is discharged, cancelled or expires. On de-recognition, the difference between the carrying amount of the financial liability, including related unamortised costs, and amount paid for it are included in the statement of comprehensive income.

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

2.6   Financial instruments (continued)

2.6.4   Financial assets

The agency’s principal financial assets are trade and other receivables and bank and cash balances:

Trade and other receivables

Accounts receivable originated by the agency is stated at their cost less a provision for impairment. An estimate of doubtful debts is made based on a review of all outstanding amounts at reporting date. Bad debts are written off during the period in which they are identified.

Bank and cash balances

The accounting policy for bank and cash balances is dealt with under cash and cash equivalents set out in note 2.9.
2.6.5 Financial liabilities

The agency’s principal financial liabilities are trade and other payables.

Trade and other payables

Accounts payable are initially recognised at fair value, and subsequently measured at amortised cost.

2.7 Loans and trade receivables

Loans and receivables are measured at amortised cost using the effective interest method, less any impairment. Interest income is recognised by applying the effective interest rate, except for short-term receivables when the recognition of interest would be immaterial.

2.8 Employee benefits

Short-term employee benefits

Short-term employee benefits are recognised as an expense in the period in which they are incurred.

Retirement fund

Benefits are provided for employees by an independent retirement fund to which the agency contributes. The retirement fund is governed by the Namibian Pension Funds Act. The retirement fund is in the nature of a defined contribution plan. All employees contribute to the fund. The contributions will commence in the following financial period from 01 April 2013.

2.9 Cash and cash equivalents

Cash and cash equivalents are measured at fair value and comprise cash on hand, deposits held on call with banks, and instruments in money market, net of bank overdrafts and call loans.

2.10 Provisions

Provisions are recognised when the agency has a present obligation (legal or constructive) as a result of a past event, it is probable that the agency will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the end of the reporting period, taking into account the risks and uncertainties surrounding the obligation.
2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

2.11 Loans and trade payables

Other financial liabilities, including borrowings, are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on the basis of the effective interest method.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability, or (where appropriate) a shorter period, to the net carrying amount on initial recognition.

2.12 Revenue

Revenue is measured at the fair value of the consideration received or receivable, net of discounts and sales-related taxes collected on behalf of government authorities.

When the inflow of cash or cash equivalents is deferred, and the arrangement constitutes in effect a financing transaction, the fair value of the consideration is the present value of all future receipts determined using an imputed rate of interest. The imputed rate of interest is either the prevailing rate for a similar instrument of an issuer with a similar credit rating, or a rate of interest that discounts the nominal amount of the instrument to the current cash sales price of the goods or services. The difference between the present value of all future receipts and the nominal amount of the consideration as interest revenue.

2.13 Interest revenue

Interest revenue is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate applicable, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset’s net carrying amount on initial recognition.
2.14 Government grants

Government grants are not recognised until there is reasonable assurance that the agency will comply with the conditions attaching to them and that the grants will be received.

Government grants are recognised in profit or loss on a systematic basis over the periods in which the Agency recognises as expenses the related costs for which the grants are intended to compensate as deferred income. Specifically, government grants whose primary condition is that the Agency should purchase, construct or otherwise acquire non-current assets are recognised as deferred income in the statement of financial position and transferred to profit or loss on a systematic and rational basis over the useful lives of the related assets.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the Agency with no future related costs are recognised in profit or loss in the period in which they become receivable.

2.15 Borrowing costs

Borrowing costs directly attributable to the acquisition, construction or production of qualifying assets, which are assets that necessarily take a substantial period of time to get ready for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

Investment income earned on the temporary investment of specific borrowings pending their expenditure on qualifying assets is deducted from the borrowing costs eligible for capitalisation.

All other borrowing costs are recognised in profit or loss in the period in which they are incurred.

2.16 Key sources of estimation uncertainty and judgements

There are no key assumptions or material judgements concerning the future and other key sources of estimation uncertainty at the statement of financial position date that could have a significant risk of causing material adjustment to the carrying amounts of the assets and liabilities within the next financial year.
All amounts in N$ unless otherwise stated.

<table>
<thead>
<tr>
<th>3</th>
<th>Revenue</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government grant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Operational Subsidy</td>
<td></td>
<td>30 000 000</td>
</tr>
<tr>
<td>- Census</td>
<td></td>
<td>8 861 983</td>
</tr>
<tr>
<td>- Geographic Information System</td>
<td></td>
<td>4 080 317</td>
</tr>
<tr>
<td>Deferred income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Grants related to assets</td>
<td></td>
<td>5 512 163</td>
</tr>
<tr>
<td>- Grants related to income</td>
<td></td>
<td>11 618 585</td>
</tr>
<tr>
<td></td>
<td></td>
<td>60 073 048</td>
</tr>
</tbody>
</table>

The agency’s funding for its day to day operations for the 2013 financial period amounts to N$ 30 Million.
## Cost of projects

The following items have been recognised as expenses in relation to the projects undertaken by the agency:

**Labour force survey**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration</td>
<td>3 657 570</td>
</tr>
<tr>
<td>Repair and maintenance</td>
<td>264 462</td>
</tr>
<tr>
<td>Vehicle rentals</td>
<td>3 597 660</td>
</tr>
<tr>
<td>Fuel and transport Costs</td>
<td>1 585 946</td>
</tr>
<tr>
<td>Training</td>
<td>2 657 176</td>
</tr>
<tr>
<td>Materials and supplies</td>
<td>748 995</td>
</tr>
<tr>
<td>Other services and expenses</td>
<td>155 289</td>
</tr>
<tr>
<td>Publications</td>
<td>4 000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>12 671 098</td>
</tr>
</tbody>
</table>

**Census**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration</td>
<td>8 093 847</td>
</tr>
<tr>
<td>Repair and maintenance</td>
<td>354 613</td>
</tr>
<tr>
<td>Fuel and transport costs</td>
<td>64 901</td>
</tr>
<tr>
<td>Training</td>
<td>33 535</td>
</tr>
<tr>
<td>Publications</td>
<td>315 087</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>8 861 983</td>
</tr>
</tbody>
</table>

**Geographic Information System**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration</td>
<td>4 494 614</td>
</tr>
<tr>
<td>Repair and maintenance</td>
<td>603 563</td>
</tr>
<tr>
<td>Fuel and transport costs</td>
<td>87 139</td>
</tr>
<tr>
<td>Training</td>
<td>150 605</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>5 335 921</td>
</tr>
</tbody>
</table>

**Price Agency**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration</td>
<td>123 238</td>
</tr>
<tr>
<td>Publications</td>
<td>48 645</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>171 883</td>
</tr>
</tbody>
</table>

**Other income**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest income on bank balances</td>
<td>888 573</td>
</tr>
<tr>
<td>Income from demographic and social statistics</td>
<td>5 000 000</td>
</tr>
<tr>
<td>Reimbursement from insurance</td>
<td>35 457</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>5 924 030</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total income</strong></td>
<td>27 040 885</td>
</tr>
</tbody>
</table>
6 Distribution expenses

The distribution expenses includes:

- Website upgrade: 33 600
- Logo, branding and advertisement: 433 984
- Promotional activities/marketing: 203 901
- Publications: 176 253

7 Administrative expenses

The administrative expenses includes:

- Legal fees: 34 893
- Telephone expenses: 1 303 404
- Cleaning materials: 1 163
- Bank charges: 225 501
- Fleet management system and monitoring: 234 485
- Membership fees: 12 580
- IT outsourcing: 363 975
- Office expenses: 1 270 501

8 Other operating expenses

- Total: 3 446 502
The other operating expenses includes:

- Electricity and water: 674 378
- Office equipment’s expenses: 433 003
- Consultancy fees: 1 554 452
- Insurance: 375 971
- Hotel and accommodation: 60 741
- Rental expenses: 3 669 714
- Depreciation and amortisation expense: 5 065 127
- Internal audit service fees: 29 043
- External audit service fees: 97 750
- Other expenses: 615 803
- Staff costs: 16 445 479
- Board secretarial services: 454 205
- Board fees: 725 530
- Security expenses: 124 878
- Repairs and maintenance: 2 599 863
- Entertainment and refreshments: 75 861
- Travel expenses: 213 599

Total: 33 215 396
9 Surplus for the year

The following items have been recognised as expenses (income) in determining surplus before tax:

- Internal and external audit service fees: 126 793
- Depreciation and amortisation expense: 5 065 126
- Employee costs: 32 814 748

Deferred income i.r.o. asset-based government grants recognised during the year:

- Motor Vehicles: (2 889 583)
- Computer Equipment: (1 044 711)
- Office Equipment: (131 832)
- Furniture & fittings: (103 309)
- Computer Software: (565 815)
- Assets Expensed >1000: (776 913)

Deferred income i.r.o government grants related to income recognised during the year:

- Rental expenses: (3 118 270)
- Salaries and wages: (8 500 316)

Number of employees

Permanent: 11
Temporary: 115

10 Cash and cash equivalents

Bank balances and cash comprise cash held by the agency and short-term bank deposits. The carrying amount of these assets approximates their fair value.

- Cash in bank: 32 302 273
- Cash on hand: 469

N$ 600 000 have been pledged as security for the Stannic Fleet System.
## Plant and equipment

<table>
<thead>
<tr>
<th></th>
<th>Motor Vehicles</th>
<th>Computer Equipment</th>
<th>Office Equipment</th>
<th>Furniture &amp; fittings</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additions - acquired</td>
<td>65 683</td>
<td>833 515</td>
<td>393 038</td>
<td>1 645 103</td>
<td>2 937 339</td>
</tr>
<tr>
<td>Additions - donated</td>
<td>18 215 000</td>
<td>9 241 005</td>
<td>1 176 250</td>
<td>1 728 448</td>
<td>30 360 703</td>
</tr>
<tr>
<td>Depreciation</td>
<td>(2 894 364)</td>
<td>(1 160 094)</td>
<td>(194 275)</td>
<td>(156 893)</td>
<td>(4 405 626)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>15 386 319</td>
<td>8 914 426</td>
<td>1 375 013</td>
<td>3 216 658</td>
<td>28 892 416</td>
</tr>
</tbody>
</table>

**2013**

- Cost: 33 298 042
- Accumulated depreciation and impairment: (4 405 626)
- Closing balance: 28 892 416

The cost of the Agency’s plant and equipment includes an amount of N$ 30 360 704 in respect of grants related to assets.
ANNUAL FINANCIAL STATEMENTS
For the year ended 31 March 2013
Notes to the Financial Statements

### 12 Intangible assets

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additions - acquired</td>
<td>582 587</td>
<td></td>
</tr>
<tr>
<td>Additions - donated</td>
<td>7 898 192</td>
<td></td>
</tr>
<tr>
<td>Amortisation</td>
<td>(659 501)</td>
<td></td>
</tr>
<tr>
<td>Closing balance</td>
<td>7 821 278</td>
<td></td>
</tr>
</tbody>
</table>

The cost of the Agency’s intangible assets includes an amount of N$ 7 898 192 in respect of grants related to software donated by GIZ.

### 13 Trade and other receivables

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade debtors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepayments</td>
<td>197 546</td>
<td></td>
</tr>
</tbody>
</table>

Trade and other payables comprise amounts outstanding for trade purchases and ongoing costs. The board members consider that the carrying amount of trade and other payables approximate their fair value.

### 14 Trade payables

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ministry of Labour</td>
<td>5 000 000</td>
<td></td>
</tr>
<tr>
<td>National Planning Commission (NPC)</td>
<td>4 000 000</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>1 782 468</td>
<td></td>
</tr>
<tr>
<td>Provisions - Audit fees</td>
<td>97 750</td>
<td></td>
</tr>
<tr>
<td>Accruals - payroll related</td>
<td>772 162</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11 652 380</td>
<td></td>
</tr>
</tbody>
</table>

The average credit period on purchase of certain goods from major creditors is 1 month. No interest is charged on the trade payables for the first 30 days from the date of the invoice.
## 15 Deferred income

Deferred income arising from government grants, assets received for Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and the National Planning Commission (NPC), as well as the unutilised fund for projects:

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Vehicles</td>
<td>38 258 895</td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>18 215 000</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>9 241 005</td>
</tr>
<tr>
<td>Furniture &amp; fittings</td>
<td>1 176 250</td>
</tr>
<tr>
<td>Computer Software</td>
<td>1 728 448</td>
</tr>
</tbody>
</table>

Less: Deferred income to be recognised in the current year:

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Vehicles</td>
<td>4 735 250</td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>2 889 583</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>1 044 711</td>
</tr>
<tr>
<td>Furniture &amp; fittings</td>
<td>131 832</td>
</tr>
<tr>
<td>Computer Software</td>
<td>103 309</td>
</tr>
</tbody>
</table>

**Deferred income – grants related to assets**

33 523 645

The following grants were received during the current year and are unutilised at year end:

- Namibia Household Income and Expenditure Survey (NHIES) operational expenses 561 098
- Feasibility Study for NSA Head Office 1 000 000
- Central Bureau of Statistics (CBS) operational expenses except remuneration 4 636 737
- CENSUS operational expenses 16 393 566

**Deferred income – grants related to income**

22 591 401

**Total deferred income**

56 115 046

**Current liabilities**

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred income – grants related to assets</td>
<td>10 454 979</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred income – grants related to income</td>
<td>9 893 881</td>
</tr>
</tbody>
</table>

**Non Current liabilities**

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred income – grants related to assets</td>
<td>45 660 067</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred income – grants related to income</td>
<td>23 629 764</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assets</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred income – grants related to income</td>
<td>22 030 303</td>
</tr>
</tbody>
</table>
### 16 Cash generated from operations

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Profit before taxation</td>
<td>1 446 557</td>
</tr>
<tr>
<td>Adjusted for:</td>
<td></td>
</tr>
<tr>
<td>Depreciation</td>
<td>5 065 127</td>
</tr>
<tr>
<td>Assets expended &gt;1000</td>
<td>776 913</td>
</tr>
<tr>
<td>Deferred income</td>
<td>(5 512 163)</td>
</tr>
<tr>
<td>Other income</td>
<td>(5 035 457)</td>
</tr>
<tr>
<td>Interest received</td>
<td>(888 573)</td>
</tr>
<tr>
<td>Operating deficit before working capital changes</td>
<td>(4 147 596)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working capital changes:</td>
<td></td>
</tr>
<tr>
<td>(Increase) in accounts receivable</td>
<td>(197 546)</td>
</tr>
<tr>
<td>Increase in deferred income</td>
<td>22 591 401</td>
</tr>
<tr>
<td>Increase in accounts payables</td>
<td>11 652 379</td>
</tr>
<tr>
<td>Cash generated from operations</td>
<td>29 898 638</td>
</tr>
</tbody>
</table>

### 17 Related party

**Identification of related parties**
The Government of Namibia (GRN) and other parastatals are the agency’s related parties.

**Amounts due to related parties**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ministry of Labour</td>
<td>5 000 000</td>
</tr>
<tr>
<td>National Planning Commission (NPC)</td>
<td>8 636 737</td>
</tr>
<tr>
<td>Government of Namibia</td>
<td>17 954 664</td>
</tr>
<tr>
<td>Related party (continued)</td>
<td></td>
</tr>
</tbody>
</table>

**Key management**
The total remuneration of board members and other members of key management in 2013 (including salaries and benefits) was:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration of board members:</td>
<td></td>
</tr>
<tr>
<td>Sitting allowance</td>
<td>307 127</td>
</tr>
<tr>
<td>Retainer fees</td>
<td>418 403</td>
</tr>
<tr>
<td>Other members of key management</td>
<td>1 395 921</td>
</tr>
</tbody>
</table>
18  Commitments

Commitments under operating leases-Agency as lessee
The Agency rents the Simplex Building under operating leases. The lease is for a period of 5 years.

2013
Minimum lease payments under operating leases recognised as an expense during the year 386 148

At year-end, the Agency has outstanding commitments under non-cancellable operating leases that fall due as follows:
Within one year 790 625
Later than five years 3 526 896 4 317 521

19  Risk Management

19.1  Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

Credit risk management
Risk concentrations consist principally of accounts receivable and other receivables. The agency only deposits cash surpluses with major banks of high quality credit standing.

At year-end the agency did not consider there to be any significant concentration of credit risk which has not been insured or adequately provided for.

The carrying amount of financial assets recorded in the financial statements, which is net of impairment losses, represents the agency's maximum exposure to credit risk without taking account of the value of any collateral obtained.

19.2  Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities.

Liquidity risk management
The agency has minimised its liquidity risk by ensuring that it has adequate facilities and reserve borrowing capacity.
## Financial liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>Within one year</th>
<th>2-5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>N$</td>
<td>N$</td>
</tr>
<tr>
<td>Trade and other payables</td>
<td>10 782 468</td>
<td>-</td>
</tr>
<tr>
<td>Deferred income</td>
<td>561 098</td>
<td>22 030 303</td>
</tr>
</tbody>
</table>

## Financial assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Within one year</th>
<th>2-5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>N$</td>
<td>N$</td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>32 302 742</td>
<td>-</td>
</tr>
</tbody>
</table>

### 19.3 Market risk

#### Interest rate risk management

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: Currency risk, interest rate risk and price risk.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates.

As part of the process of managing the agency’s interest rate risk, interest rate characteristics of new borrowings and the refinancing of existing borrowings are positioned according to expected movements in interest rates.

The agency has no significant interest-bearing assets or liabilities other than bank accounts.
### 19.4 Fair value

The board members are of the opinion that the net book value of financial instruments approximates fair value.

### 19.5 Capital risk management

The agency manages its capital to ensure that the agency will be able to continue as going concern while maximising the return to stakeholders through the optimisation of the debt and accumulated surplus balance.

The capital structure of the agency consists of cash and cash equivalents and accumulated surplus as disclosed in notes in the statement of financial position.

### 19.6 Categories of financial instruments

#### Financial assets

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade and other receivables</td>
<td>197 546</td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>32 302 742</td>
</tr>
</tbody>
</table>

#### Financial liabilities

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade and other payables</td>
<td>10 782 468</td>
</tr>
<tr>
<td>Deferred income</td>
<td>22 591 401</td>
</tr>
</tbody>
</table>
Annex – List of Publications (by month)

March 2012

April 2012


May 2012

June 2012

July 2012

August 2012


September 2012


October 2012


November 2012


December 2012


January 2013


February 2013


March 2013


