

0.1 Legal environment

0.1.1 Responsibility for collecting, processing, and disseminating statistics

Statistical Institute of Jamaica

The Statistical Institute of Jamaica (STATIN) is created as a body corporate by the Statistics Act. Section 28 of the Interpretation Act defines the powers of a body corporate simply as having the rights as any legal person to hold property and to enter into contracts.

STATIN is granted the legal authority under the Statistics Act to take any Census, to collect, compile, analyze, abstract and publish statistical information relating to commercial, industrial, social, economic and general activities and condition of the people of Jamaica. In addition Section 7 of the Act lists twenty-one areas on which STATIN has the authority, with the approval of the Minister to collect statistical information.

The taking of a Census is subject to a direction of the Minister, and by Ministerial Order the Regulations determine the content and administrative arrangements.

0.1.2 Data sharing and co-ordination among data producing agencies

The Statistics Act provides for coordination, collaboration with public agencies in the collection, compilation and publication of statistical information including statistical information derived from activities of such agencies. (administrative data)

0.1.3 Confidentiality of individual reporters' data

Section 17 of the Statistics Act, mandates that STATIN shall not publish or otherwise make available to any person statistics that would enable the identification of any person or business.

To balance STATIN's extensive powers to collect information, mostly through mandatory reporting, the Statistics Act establishes the rigorous legal obligation for the Agency to keep the respondent's information in trust. The legislation makes a formal commitment to respondents that the information they provide will never be released to anyone in a form that will identify them without their authorization. Respondents who believe that providing the Agency with information will not identify them are much more likely to answer truthfully and to cooperate with the collector.

Much of the Agency's credibility rests on confidentiality protection as a bedrock condition of operation. Given its critical importance, this commitment to confidentiality is found not only in the law but also in the

<p>0.2 Resources</p>	<p>culture of STATIN.</p> <p>0.1.4 Ensuring statistical reporting</p> <p>STATIN has the authority to require an individual or establishment to supply particulars for Census or other statistical collection in accordance with the Act.</p>
<p>0.3 Relevance</p>	<p>0.2.2</p> <p>STATIN is funded mainly from the national budget, however, where necessary STATIN seeks technical assistance from international agencies to introduce or improve systems.</p> <p>0.3.1 Monitoring user requirements</p> <p>Feedback is sought from various customers via the Communications and Marketing Unit as a means of improving the provision of statistical products. Targeted stakeholders' sessions are also hosted to get feedback on the work of the organization.</p>
<p>0.4 Quality management</p>	<p>0.4.1 Quality policy</p> <p>The Statistical Institute of Jamaica is currently developing a Quality Assurance Framework for its statistical products and processes. This is based largely on the generic National Quality Assurance Framework developed by an expert group of the United Nations Statistical Commission. The Statistical Institute of Jamaica is also in the process of adopting the Code of Good Practice in Statistics for Latin America and the Caribbean developed by the Working Group on Institutional Strengthening of the Economic Commission for Latin America and the Caribbean (ECLAC). These initiatives aim to improve the overall quality of official statistics on Jamaica.</p> <p>0.4.2 Quality monitoring</p> <p>The quality of the programme is evaluated against constraints. STATIN currently applies various quality assurance techniques to the production of official statistics to ensure that the information produced is of the highest</p>

standard. Other initiatives to improve and maintain the quality of the data produced by STATIN include continuous staff training, participation in local and international courses, meetings and workshops.

1. Integrity

1.1.1 Impartiality of statistics

The Statistical Institute of Jamaica acts independently to establish the methods used in data estimation as well as the timing and content of all data releases.

1.1.2 Selection of sources, methodology, and modes of dissemination

Section 8 of the Statistics Act gives STATIN the authority for statistics collected under the Act to be compiled, tabulated and published in such manner as STATIN may determine.

1.1.3 Commenting on erroneous interpretation and misuse of statistics

STATIN has the authority to comment on erroneous interpretation and misuse of statistics.

1.2.1 Disclosure of terms and conditions for statistical collection, processing, and dissemination

The Statistics Act is available on the website. For more information please visit: <http://www.statinja.gov.jm>

1.2.2 Internal governmental access to statistics prior to release

Advanced copies of the publications are sent to the Minister with portfolio responsibility for STATIN, the Ministry of Finance and Planning, the Office of the Prime Minister as well as to the Bank of Jamaica and the Planning Institute of Jamaica not more than twenty four hours before the official press release to the general public. This access is however granted under strict embargo to prevent the unauthorized distribution of pre-release data.

1.2.3 Attribution of statistical products

The Statistical Institute of Jamaica is clearly identified by the STATIN logo and corporate image on all disseminated statistics produced and released by the Agency. Organizations or individuals using data produced by the STATIN are required to cite the Statistical Institute of Jamaica as the data source. The dissemination of STATIN's data is not accompanied by any

<p><u>1.3 Ethical standards</u></p>	<p>ministerial commentary. The Minister does not influence what is included or excluded from these statistical reports.</p> <p>1.2.4 Advance notice of major changes in methodology, source data, and statistical techniques.</p> <p>Major revisions to the methodology source data and statistics are made available to the users.</p> <hr/> <p>1.3.1 Guidelines for staff behavior</p> <p>Prior to the execution of a contract of employment (permanent staff) or contract employment persons are required to complete a Form of Oath pursuant to Section 9 of the Statistics Act and Declaration pursuant to Section 2 of the Official Secrets Act.</p> <p>Both statutory provisions require that employee shall not disclose or make known any matter which come to their knowledge by reason of their employment to STATIN.</p> <p>In the event of the breach of this provision the Act also provides for criminal prosecution.</p>
<p>2. Methodology</p>	
<p><u>2.1 Concepts and definitions</u></p>	<p>2.1.1 Concepts and definitions</p> <p>Trade data are prepared under the Special System of Trade as defined by the United Nations International Merchandise Trade Statistics: Concepts and Definitions, 2010 (IMTS2010). The overall conceptual framework also conforms to the general guidelines outlined in the System of National Accounts (SNA 2008) and Balance of Payments Manual (BPM6).</p> <p>Merchandise Imports include all goods which have come into Jamaica, whether for domestic consumption or transformation and imports entering customs storage or manufacturing warehouses or customs storage.</p>

	<p>Merchandise Exports are a combination of domestic exports and re-exports.</p> <p>Domestic Exports include commodities grown in the country, extracted from its natural resources or manufactured in the country. These include goods of foreign origin which have been assembled or materially transformed in the country.</p> <p>Re-exports are exports of goods of foreign origin which have NOT been materially transformed while in Jamaica. These include goods moving outward from customs storage or manufacturing warehouses.</p> <p>The statistics refer to international merchandise trade between Jamaica and the rest of the world. Imports are credited to "Country of Origin or Manufacture" or, where origin cannot be established the country of consignment is used. Exports are assigned to the "Country of Last Known Destination", that is the last country to which the goods are to be shipped from Jamaica without, as far as known, any commercial transaction in an intermediate territory, irrespective of whether or not bulk has been broken in the course of transport.</p> <ul style="list-style-type: none"> ○ Inclusions and exclusions are noted in 2.2.1 ○ Jamaica is compliant with the World Customs Organization (WCO) recommended units of measurement.
<p><u>2.2 Scope</u></p>	<p>2.2.1</p> <p>Trade data are presented in the following formats:</p> <ul style="list-style-type: none"> ● By total imports and exports and re-exports, by Standard International Trade Classification (S.I.T.C.) sections and at

the commodity level.

- By country of origin/destination, as well as direction of trade by countries and geographical areas.

Exports are further broken down into a country specific commodity classification “traditional and non-traditional exports”.

Imports include all goods which have come into Jamaica, whether for domestic consumption or transformation and imports entering customs storage or manufacturing warehouses.

Re-imports are now included in the imports data. These refer to goods which were exported and are subsequently returned. This is in line with the recommendation of the International Merchandise Trade Manual that these should be included in imports and identified also as re-imports at the time of return.

The value of trade in goods is presented in Jamaican dollars and converted to United States dollars using the midpoint of the buying and selling exchange rate.

Summary reports are published in J\$’000 and US\$’000.

Detailed data at the item level in the Annual Report are provided at the full J\$ value. The US\$ equivalent is available on request.

Imports are valued at cost, insurance and freight (CIF) and exports free on board (FOB).

Inclusions:

All Free Zone activities in Jamaica are included in the International Merchandise Trade Statistics

effective January 2010.

Electricity sold to foreign enclaves is also included effective January 2010.

Other inclusions are:

- Humanitarian aid
- Non-monetary gold
- Military goods
- Financial leases
- Trade for the government's account
- Banknotes and coins not entering circulation,
- Migrants effects above a certain value, waste & scrap of value, goods for military use
- Returned goods
- Goods used as carriers of information
- Goods crossing borders as a result of transactions between parent corporations and their affiliates
- Ships and aircraft
- Transmission equipment,
- Used goods
- Goods dispatched via courier
- Goods entering or leaving via Parcel Post (imports and exports), for which import entries and shipping bills are submitted. These are included under the appropriate S.I.T.C. item code.

When no customs document is prepared as in the case of Detained Parcel Post, entries are classified according to the S.I.T.C. Item Code or grouped together in Item 9912000000, Special Entries.

Exclusions are: -

- Ships/Aircraft stores and bunkers

	<p>supplied to locally registered craft.</p> <ul style="list-style-type: none"> • Monetary gold and bullion, bank notes and coins in circulation. • Goods consigned to territorial enclaves and international organizations, (Embassies, High Commissions and Diplomatic Representatives etc). • Goods on lease for less than 1 year, such as, cinematographic films. • Goods on loan, samples, or goods brought in for exhibition or study. • Trans-shipment goods, that is, goods being trans-shipped through the island. • Goods in transit and repaired goods • Goods acquired by all categories of travellers (incl. non-resident workers) of values not exceeding those established by the authorities • Goods under operational lease • Goods functioning as means of transport. • Bunkers, stores, ballasts & dunnage • Goods entering or leaving the economic territory illegally. For example, smuggling, trade in stolen vehicles and shipments of narcotic substances, the use or possession of which is illegal in one or both of the compiling countries.
<p><u>2.3 Classification/sectorization</u></p>	<p>2.3.1 Classification/sectorization</p> <p>The import and export data are recorded using Jamaica’s adaptation of the Harmonized Commodity Description and Coding System (HS) 2007. The 10 digit HS is used primarily for Customs purposes and represents a multipurpose goods nomenclature according to their degree of manufacture. The data are subsequently converted based on a one to one relationship to an extended version of the Standard International Trade Classification (S.I.T.C.) Revision 4. The S.I.T.C is essentially an economic classification which categorizes items by type, e.g. “Food”, “Beverages”, “Mineral Fuels, Lubricants etc”,</p>

“Chemicals & Related Products”, “Manufactured Goods, classified chiefly by Materials”, “Machinery and Equipment” and “Commodities & transactions not classified elsewhere in the SITC group” and provides an appropriate basis for the dissemination and analysis of merchandise trade data.

Effective January 2014 the Harmonized Commodity Description and Coding System (HS) 2012 administered by the Caribbean Community (CARICOM) was implemented by Jamaica Customs.

Import data are also classified according to the Jamaican adaptation of the UN Broad Economic Categories (BEC) (End-use or Economic Function) Rev 4. This system groups imports of goods into the following broad categories: - (i) Consumer Goods, (ii) Raw Materials and or Intermediate Goods and (iii) Capital Goods. These groups are further broken down into a number of sub-groups.

Total exports are categorised into domestic exports and re-exports. Domestic exports are further sub-divided into traditional and non-traditional commodities. Traditional exports include items such as coffee, banana, cocoa, citrus, pimento, sugar, and rum, products of citrus, coffee and cocoa, bauxite, alumina and gypsum.

The non-traditional exports refer to other food items, beverages & tobacco excluding rum, crude materials including waste and scrap and mineral fuels, animal & vegetable oils and fats, chemicals, manufactured goods, wearing apparel, furniture and other domestic exports.

Countries are classified in the publications according to the United Nation (UN) standards.

	<p>Additionally data are submitted to CARICOM using the International Organization for Standardization (ISO) 2 digit country codes.</p>
<p><u>2.4 Basis for recording</u></p>	<p>2.4.1 Valuation</p> <p>Basis of Valuation: For Customs purposes, imports are recorded at values established according to the provisions of the Customs Act. In general it requires that the value for duty of imported goods be equivalent to the transaction value or the price actually paid or payable. Imports are valued on the cost, insurance and freight (c.i.f.) basis which represents the cost to the importer of buying the goods and bringing them to this country, but excluding customs or any other duty paid on arrival.</p> <p>Exports are reported on a free on board (f.o.b.) valuation basis, i.e. the value of the goods including charges up to delivery on board the exporting vessel. Values shown are primarily recorded in terms of Jamaican dollars. The midpoint of the buying and selling (official/market) exchange rates is applied to convert Jamaican dollars to United States Dollars to keep in line with the System of National Accounts.</p> <p>2.4.2 Recording basis</p> <p>The data are normally recorded in the calendar month in which customs procedures have been completed, rather than when goods enter or leave Jamaica. However, imports of commodities such as fuel and caustic soda are processed using the report date.</p>
<p>3. Accuracy and reliability</p>	

3.1 Source data

3.1.1 Source data collection programs

Monthly and annual data on international merchandise trade in goods are compiled and disseminated by STATIN. The data are compiled primarily from the administrative records of the Customs Department. **The Customs and Exchange Control Acts** designate that a copy of all import and export declarations be submitted to STATIN for statistical purposes.

Supplementary data on trade in major commodities (exports of bananas, sugar, bauxite, alumina, and gypsum, limestone and petroleum products as well as imports of petroleum and petroleum products) are also collected from the relevant importing/exporting bodies. Trade data are normally recorded in the calendar month in which customs procedures have been completed, rather than when goods enter or leave Jamaica. All data fields on the main import and export declarations are captured for compilation of International Merchandise Trade Statistics.

The electronic declarations provided by the Customs Department are used to compile monthly statistics on imports. Approximately 90.0 per cent of the import data are currently received electronically.

Various statistical edit checks are embedded in the monthly processing within the data base management system to ensure consistency with the concepts and definitions as outlined in the United Nations IMTS 2010. Historic unit values are compiled and used as cross-checks. Reconciliation of the International Merchandise Trade data with National Accounts is also used based on common concepts.

3.1.2

Type of data collected from Customs declaration

	<p>include: Value and type of commodity (H.S. 10 digit); net weight in kilogrammes, statistical unit of measure (supplementary units such as cubic metres, numbers); mode of transport; country of origin, destination, consignment and port of entry or departure. The end-use is also collected for imports.</p> <p>Basis of country data: The country data published refers to country of origin for imports, and country of last known destination for exports and re-exports. Country of origin of re-exported goods while captured is not published.</p> <p>The major data disseminated in the International Merchandise Trade publications focus on the commodity, the volume, value and country of origin/destination.</p> <p>Trade by mode of transport is now being compiled effective 2014.</p> <p>3.1.3 Source data timeliness Entries for some of the large import and export items are not submitted by the Customs authority in a timely manner and as a result these data are collected from the relevant importer/exporter.</p>
<p><u>3.2 Assessment of source data</u></p>	<p>3.2.1 Source data assessment</p> <p>Data is reviewed on an ongoing basis to identify common reporting errors or the identification of coverage or other reporting problems.</p>
<p><u>3.3 Statistical techniques</u></p>	<p>3.3.1 Source data statistical techniques</p> <p>All data are captured and edited by STATIN. Approximately 90.0 per cent of the imports data are submitted electronically on a daily basis. Data for a month is uploaded during the first week of the next month. The remaining imports are also processed and merged with the electronic data for the production of the monthly</p>

	<p>International Merchandise Trade Statistical bulletin.</p> <p>Conceptual alignments - Various statistical edit checks are embedded in the monthly processing within a data base management system to ensure consistency with the concepts and definitions as outlined in the United Nations IMTS 2010. The availability of detailed data on imports and exports by the HS and SITC commodity classifications as well as by country of origin/destination provides a useful framework for consistency checks. Historic unit values are compiled and used as cross- checks. Reconciliation of the International Merchandise Trade data with the National Accounts is also undertaken based on common concepts.</p> <p>3.3.2 Other statistical procedures</p> <ul style="list-style-type: none"> • Periodic reviews on the data are done at various intervals by statisticians using trend analysis. • Historic unit values are compiled and used as cross-checks. • Price and volume indices are currently being developed to enhance the quality of the data.
<p><u>3.4 Data validation</u></p>	<p>3.4.3 Assessment of discrepancies and other problems in statistical outputs</p> <p>Reconciliation: Checks are done on selected commodities by using mirror statistics from various countries.</p>
<p>4. Serviceability</p>	

<p><u>4.1 Periodicity and timeliness</u></p>	<p>4.1.1 Periodicity</p> <p>Monthly</p> <p>4.1.2 Timeliness</p> <p>Data are generally released within 8 weeks after the end of the reference month.</p>
<p><u>4.2 Consistency</u></p>	<p>4.2.1 Internal consistency</p> <p>The availability of detailed data on imports and exports by the HS and SITC commodity classifications as well as by country of origin/destination provides a useful framework for consistency checks.</p> <p>4.2.2 Temporal consistency</p> <p>Data on the main aggregates of merchandise trade (both exports and imports) for the current and previous month, together with data for the current year to date and comparable period in the previous year, are disseminated.</p> <p>4.2.3 Intersectoral and cross-domain consistency</p> <p>The monthly International Merchandise Trade Statistics published by the External Trade Unit of STATIN are used in the compilation of the National Accounts and by the Bank of Jamaica for the compilation of the Balance of payments. Reconciliation of external trade data with national accounts is facilitated by common concepts.</p>
<p><u>4.3 Revision</u></p>	<p>4.3.1 Revision schedule</p> <p>Revision policy: All data for the current year are preliminary and subject to revisions on a monthly basis. This is noted in the Monthly International</p>

	<p>Merchandise Trade Statistical bulletin.</p> <p>4.3.2 Identification of preliminary and/or revised data</p> <p>Monthly statistics are released with a note that they are preliminary and are subject to revisions.</p>
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5. Accessibility

<p><u>5.1 Data</u></p>	<p>5.1.1 Statistical presentation</p> <p>Summary monthly data are compiled and disseminated by the Statistical Institute of Jamaica (STATIN) in the following formats:</p> <ul style="list-style-type: none"> • By total imports, total exports, domestic and re-exports by SITC sections in J\$ and US\$ in the monthly International Merchandise Trade Statistical Bulletin and in the Annual Report. Other information supplied includes data on the Free Zone, imports by End-Use (economic function), value of key export commodities, trade with CARICOM and the top five trading partners. Time series data is also provided. <p>Annual data on Jamaica’s international merchandise trade are compiled and disseminated by STATIN in two parts.</p> <p>Part I consists of summary tables in the following formats:</p> <ul style="list-style-type: none"> • By total imports, domestic exports and re-exports in J\$ and the US\$ equivalent. • By country of origin/destination, as well as direction of trade by countries and geographical areas. • Key export commodities by value • Trade Balances presented by countries, geographical areas and trading areas. A
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summary format is also provided for various years in both J\$ and US\$.

Part 2 of the International Merchandise Trade Report consists of:

- Detailed information at the UN Standard International Classification (S.I.T.C) 10 digit level by imports, domestic exports and re-exports by volume, value and country.
- Detailed information classified by the Harmonized System (HS) classification is also available on request.

Data are compiled from customs records following UN concepts.

5.1.2 Dissemination media and format

The preliminary Monthly International Merchandise Trade Statistical Bulletin (hard copy) Publications (English) are available, from the Marketing and Communications Unit of the Statistical Institute of Jamaica - 7 Cecelio Avenue, Kingston 10, Jamaica. Tel. (876-630-1600) Fax (1-876-926-1138) Email: info@statinja.gov.jm.

Electronic – Other

Monthly International Merchandise Trade Statistics Press Release
<http://www.statinja.gov.jm>;
<http://statinja.gov/Pressreleases.apx>

Micro data can be obtained electronically for a fee.

Summary tables are available in English at the time of release. (Call the contact above for details.)

	<p>Data are also supplied based on ad-hoc requests.</p> <p>5.1.3 Advance Release Calendar The precise release dates for the next six months are available on the website www.statinja.gov.jm</p> <p>5.1.4 Simultaneous release The Statistical Institute of Jamaica strives for the simultaneous release of statistical information to the public. Statistical information is usually released via the media, the web and the STATIN library on the scheduled day of release at 3:30 p.m. All intergovernmental sharing of data prior to the official public release are treated as confidential, and under embargo.</p>
<p><u>5.2 Metadata</u></p>	<p>5.2.1 Dissemination of documentation on concepts, scope, classifications, basis of recording, data sources, and statistical techniques</p> <p>A detailed statement of methodology is included in the Annual International Merchandise Trade Publication.</p> <p>Changes in methodology and revisions to international classifications are published. (http://www.statinja.gov.jm);).</p> <p>5.2.2 Disseminated level of detail</p> <p>International Merchandise statistics are produced at the detailed level in various formats based on customer's request. Some requests for information attract a cost.</p>