



# INTEGRATED BUSINESS ESTABLISHMENT SURVEY



# NATIONAL EMPLOYMENT REPORT

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Netherlands

Ghana Statistical Service  
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## **PREFACE AND ACKNOWLEDGEMENT**

The Integrated Business Establishment Survey (IBES) is an economic census which cuts across all the three major sectors of the Ghanaian economy. The 2014 IBES is the first non-household economic census covering all sectors, compared to the previous establishment censuses conducted in 1962, 1978, 1987 and 2003 which focused only on the industry sector. It is structured in two Phases: Phase I and Phase II. Phase I involved the listing of all non-household establishments in Ghana with the primary aim of producing a business register and developing a sampling frame from which establishments will be sampled for the second Phase. In addition to providing information for the publication of the business register, Phase I collected relevant data that enabled the production of a National Employment Report, a Job Creation Report and a Summary Report.

The National Employment Report is one of four national publications to be released from IBES Phase I. This report gives a comprehensive analysis of persons engaged by sector and sub-sectors of industry, region, size, age, formal and informal establishments, and ownership of establishments. Besides the public and private policy makers who will need this report for their policy decisions. Also, researchers, students, and the international community alike may use this employment report to inform them about the characteristics and distribution of persons engaged in non-household establishments in Ghana.

The Ghana Statistical Service (GSS) expresses her appreciation to the Government of Ghana, the Dutch Government, UK-DFID and the World Bank for providing financial assistance for this economic census. We also wish to thank the Ministry of Trade and Industry which assisted in their capacity as a major stakeholder and provided both technical and financial support. We appreciate the technical assistance provided by the following organizations during the execution of the project: the National Board for Small Scale Industries (NBSSI); United Nations Development Programme (UNDP); United Nations Industrial Development Organization (UNIDO); Ministry of Roads and Transport; Ghana Employers Association (GEA); Association of Ghana Industries (AGI); Ghana National Chamber of Commerce and Industry; National Insurance Commission (NIC); Private Enterprise Federation (PEF); Minerals Commission; Ghana Tourist Board (GTB); National Communications Authority (NCA); Ministry of Employment and Labour Relations (MELR) and the Institute of Statistical, Social and Economic Research (ISSER).

We also wish to express our appreciation to all establishments that provided the required data, thereby making it possible to successfully complete the 2014 economic census. Finally, the GSS acknowledges the substantial contribution of the office and field staff who worked tirelessly to ensure that the Phase I of the IBES was well implemented.

A handwritten signature in black ink, appearing to read 'Phyarko', written in a cursive style.

**DR. PHILOMENA NYARKO**  
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## **ACRONYMS AND ABBREVIATIONS**

<b>AGI</b>	Association of Ghana Industries
<b>GEA</b>	Ghana Employers Association
<b>GSS</b>	Ghana Statistical Service
<b>GTB</b>	Ghana Tourist Board
<b>IBES</b>	Integrated Business Establishment Survey
<b>ISIC</b>	International Standard Industrial Classification
<b>ISSER</b>	Institute of Statistical, Social and Economic Research
<b>LMSM</b>	Large, Medium, Small and Micro
<b>MDAs</b>	Ministries, Departments and Agencies
<b>MDGs</b>	Millennium Development Goals
<b>MMDAs</b>	Metropolitan, Municipal and District Assemblies
<b>MoF</b>	Ministry of Finance
<b>MoFA</b>	Ministry of Food and Agriculture
<b>MoTI</b>	Ministry of Trade and Industry
<b>MSME</b>	Medium, Small and Micro Enterprise
<b>NBSSI</b>	National Board for Small Scale Industries
<b>NCA</b>	National Communications Authority
<b>NDPC</b>	National Development Planning Commission
<b>NIC</b>	National Insurance Commission
<b>NGO</b>	Non-Governmental Organization
<b>NSC</b>	National Steering Committee
<b>PEF</b>	Private Enterprise Foundation
<b>PIT</b>	Project Implementation Team
<b>PNDC</b>	Provisional National Defence Council
<b>PPP</b>	Public-Private Partnership
<b>RGD</b>	Registrar Generals' Department
<b>TAC</b>	Technical Advisory Committee

## **EXECUTIVE SUMMARY**

### **Background**

The availability of reliable data on the operations of non-household establishments, including employment, is key in the assessment of the labour market growth and development strategy of the country. The Integrated Business Establishment Survey (IBES) was conducted to provide reliable, timely and relevant economic statistics to support the formulation and implementation of policies and strategies that can stimulate the growth of all sectors of the economy. This is the first time Ghana has conducted an Economic Census on the full set of economic units across all sectors of the economy. The 2003 National Industrial Census covered only industrial activities. In the IBES, all non-household establishments were covered irrespective of size and type of economic activity. The National Employment Report gives detailed employment characteristics of the persons engaged by these establishments as captured by the IBES.

### **Persons engaged and ownership type of establishment**

An analysis of persons engaged by sex and ownership type shows that, privately owned establishments accounted for 85.6 percent of the total number of persons engaged by non-household establishments, with the remaining 14.4 percent engaged by the state owned establishments. More males than females are engaged in both private- and state-owned establishments.

### **Persons engaged and owner's nationality**

Ghanaian-owned establishments engaged more than 9 out of every 10 persons, with foreign-owned establishments accounting for only 2.8 percent. In terms of economic sectors, establishments owned by Ghanaians had the highest share of the number of persons engaged in the agriculture sector followed by industry.

### **Persons engaged, sector and type of legal organization**

Of the 3,383,206 persons engaged by all establishments, nearly half (48.2%) were engaged by sole proprietorship establishments while private limited companies employed one-fifth, with one out of every ten (10.8%) persons engaged by Other Government Institutions (e.g. MDAs).

### **Sector of employment and sex**

Six out of every ten (60.3%) persons engaged are males while females constitute the rest (39.7%). The agriculture sector had the largest share of males (74.4%) followed by the industry sector (64.3%). The services sector accounted for the lowest share of males (59.0%),

suggesting that the highest share of employed females (41.0%) is found in the services sector. This confirms that there is higher participation of females in services activities than in industry and agriculture.

### **Sector, formal and informal status of employment**

About sixty percent (59.9%) of employed persons are engaged in informal establishments, with formal establishments accounting for the remaining 40.1 percent. Informal establishments account for a lower share of persons engaged in agriculture (24%) while the reverse is the case in the industry and services sectors.

### **Persons engaged and size of establishment**

A larger number of males than females is engaged in all the various sized establishment classifications except those that engaged 1-4 persons where there was parity in the proportion of employed females (50.2%) and males (49.8%). Eight out of every ten persons were permanently engaged in all the size classifications except those that engaged 5-9 persons where permanent engagement accounted for about three-quarters of the total workforce in the establishments.

Nearly one-third (32.7%) of the total workforce were engaged by micro-sized establishments while medium-sized establishments accounted for the lowest share (12.5%) of the workforce. Small-sized establishments engaged 29.4 percent while 25.4 percent were employed by large establishments.

### **Persons engaged and skill type**

Out of a total of 2,651,099 persons engaged, skilled workers constitute 78.4 percent, with the remaining 21.6 percent being unskilled workers. The share of the skilled workforce is highest in the services sector (79.9%) followed by agriculture (78.7%) and industry (71.7%). Large establishments engaged the highest share of skilled persons (82.1%) while micro-sized establishments accounted for the highest share of unskilled persons (71.7%).

### **Persons engaged and type of engagement**

In all the different size classifications, those permanently engaged constitute a higher share of the number of persons engaged, with more than eight out of ten persons engaged on permanent basis. Establishments categorized as medium-sized had the highest share of their workforce being permanent (89.9%) followed by those in large establishments (89.5%). Micro establishments had the least share of 80.1 percent of the workers being permanent.

## **Conclusions and policy implications**

The workforce gender gap in favour of males shows low female engagement in non-household establishments and this call for policy attention.

The dominant role of the private sector in the employment of persons by non-household establishments confirms the assertion that the private sector is the engine of growth in the Ghanaian economy. Government must therefore, boost investor confidence by creating an enabling environment that will encourage more private sector participation for the development of the country.

The high proportion of persons engaged in the wholesale and retail trade sub-sector is an indication of the pervasiveness of domestic trading activities in the economy. With a low manufacturing base in the economy, this observation is largely the outcome of high import-driven activity with implications for exchange rate depreciation and adverse balance of payment consequences.

The manufacturing sub-sector needs government intervention in supporting local industries, especially the infant ones through subsidies to compete with the old establishments since, according to the findings, majority of persons engaged are found in establishments that commenced business in the period 2005-2014.

Results of the IBES show that a considerable number of unskilled persons are engaged by the non-household establishments. This has negative implications for firm productivity. There is, therefore, the need for training of the workforce to improve on their skill levels and make them more productive. Training can have a significant and positive impact on an establishment's turnover rate. Training of employees reinforces their sense of value and, through training, employers help employees to achieve corporate goals by ensuring that they have a solid understanding of their job requirements.

# **CHAPTER ONE**

## **BACKGROUND**

### **1.1 Introduction**

Economic census is a means of identification, listing and collection of basic economic statistics from establishments as part of an integrated programme of data collection and compilation. It is aimed at providing a comprehensive source of statistical information for economic and social development planning, administrative purposes, research, assessing conditions in human settlements, and for commercial and other uses. It is an important activity carried out with the aim of improving the availability and quality of basic economic statistics and updating the statistical business register for the organization of economic surveys on a more integrated and regular basis.

In Ghana, emerging issues across all spheres of development have over the years called for updated information on all businesses spanning all sectors of the economy. This report attempts to respond to calls from many stakeholders, including those in the public and private sector who make policy decisions, researchers and students, for employment indicators that provide the basis for examining the labour market in all sectors of the Ghanaian economy. The report gives a comprehensive analysis of persons engaged in economic activities by sector and sub-sector and by region, size, age, formal and informal activities, and ownership of all non-household establishments in Ghana.

### **1.2 Economic censuses and surveys in Ghana**

The first industrial census in Ghana was conducted in 1962 by the Central Bureau of Statistics, now the Ghana Statistical Service. The census was an enumeration of all establishments in Mining and Quarrying, Manufacturing, Construction, Electricity and Distributive Trade sub-sectors. In 1964, annual and quarterly surveys of establishments engaging 30 or more persons were introduced.

The second industrial census was carried out in 1987 and was done in two phases: the first phase covered the period November-December 1987 and the second took place in October-December 1988, with 1987 as the reference year. The first phase of the census aimed at obtaining basic information on the establishments engaged in Mining and Quarrying, Manufacturing and the Production and Distribution of Electricity and Water while the second phase covered all in-scope establishments engaging ten or more persons.

The third industrial census, which was conducted in 2003, was also in two phases: the first phase spans the period October-November 2003 and the second covered the period November 2004-March 2005, with 2003 as the reference year. The first phase of the census collected basic information on the establishments engaged in Mining and Quarrying, Manufacturing, Construction and the Production and Distribution of Electricity, Gas and Water. The second phase covered a certainty sample of 4,900 establishments comprising of all manufacturing establishments engaging more than 10 persons, all establishments engaged in Mining and Quarrying, Electricity and Water and Construction, and a uncertainty sample of 1,120 establishments which was a 5 percent sample of manufacturing establishments engaging less than 10 persons. This was the first time Ghana conducted an Economic Census on the full set of economic units across all sectors of the economy.

### **1.3 Objectives of the census**

The overall objective of the IBES is to provide reliable, timely and relevant economic statistics to support the formulation and implementation of policies and strategies that can stimulate growth in all sectors of the economy. The project also aims at improving the production and dissemination of statistics on production and employment for all sectors of the economy to meet the data requirements for monitoring the indicators for the National Development Plan and the regional and global development agenda. The specific objectives of the census are to:

- Provide background information to validate and update the records of the compiled list of establishments or businesses.
- Cover businesses that can be considered as establishments across all sectors of the economy.
- Ensure that businesses engaged in the informal sector or the micro, small, and medium scale enterprises, which hitherto were not covered in most databases of institutions, are covered so that businesses, which are mostly informal are well covered.
- Provide a register of businesses in Ghana that will meet the needs of policy makers, other private sector users, and researchers.
- Ensure that basic details of all businesses within the borders of Ghana are included in the register.
- Provide a business register for Ghana that is comparable to any business register worldwide.
- Obtain benchmark data on the structure of businesses in Ghana.
- Provide a sampling frame necessary for the conduct of frequent economic surveys and the second Phase of the IBES.

### **1.4 Scope and coverage**

The first phase of the IBES was a census and covered all non-household establishments. These establishments are engaged in economic activities or are non-profit institutions, and cut across all sectors of the economy. All non-household establishments were covered irrespective of the size and sector of the activity. Each unit of production was captured as a separate unit given that it is a legal unit and has rights and obligations. The non-household IBES establishments include:

- All units of production whose physical location are fixed and can be described and traced;
- All stores /containers not used primarily as residence for households;
- All fitting shops, fabrication shops, carpentry shops, block making factories, etc., whether housed in a complete structure or not;
- All churches/temples/mosques located in a permanent structure;
- All public sector institutions;
- All institutions (housed in a structure) engaged in agriculture and agriculture-related activities, usually called institutional agriculture;
- All shops/stores/units of production which are visible outside the residential premise/attached to the residential premise, but have access to entry or exit by customers/public;
- All businesses with sign posts/boards/indications of business activities;

- All shops in a complete structure (popularly called store) in the market place;
- All stalls in the market place with occupants who operate permanently in these units. These stalls could either be hired/rented or purchased (they are usually owned by the MMDAs);
- Educational institutions (both public and private); and
- Health facilities e.g. hospitals/clinics/maternity homes, etc. in a fixed location.

However, the non-household IBES establishments exclude:

- ✓ All mobile businesses e.g. hawkers;
- ✓ Traders in open spaces;
- ✓ Traders in homes where shops are NOT visible;
- ✓ All trading units which are mainly, retail shops selling on small tables under sheds. E.g. market sheds, and stalls without permanent occupants;
- ✓ Shrines;
- ✓ Brothels; and
- ✓ Churches in school buildings/churches without a permanent structure.

The reference year for the Integrated Business Establishment Survey was the calendar year 2014.

### **1.5 Legislation and confidentiality**

The census was conducted under the Statistical Service Law, 1985 (PNDC Law 135), which empowers the Government Statistician to conduct the economic census and allows entry into premises of businesses to ask questions. Provisions have been made by the law to keep all census information confidential. The punishment for breaching this provision by the law is either a fine, imprisonment or both. As a result, all census officers took an oath of secrecy.

### **1.6 Institutional arrangements**

The GSS was the lead implementing institution. To ensure the desired wider participation and collaboration of the relevant stakeholders whose rich and varied experiences were required for the successful implementation of the exercise, a number of national committees were set up to facilitate the smooth implementation of the IBES. The National Steering Committee (NSC), chaired by the Minister of Trade and Industry. Other members were the Government Statistician and two other senior officers of from Ghana Statistical Service (GSS), the Minister for Finance, Minister for Food and Agriculture, representatives of the National Board for Small Scale Industries (NBSSI), Association of Ghana Industries (AGI), Development Partners, Ministry of Finance (MoF), the Institute of Statistical, Social and Economic Research (ISSER) and the National Development Planning Commission (NDPC).

A Technical Advisory Committee (TAC) chaired by the Government Statistician was also set up with membership from the Ministry of Trade and Industry (MoTI), Ministry of Water Resources, Works and Housing (MWRWH), Ministry of Road Transport, Ministry of Food and Agriculture, Ghana Employers Association (GEA) , Ghana National Chamber of Commerce and Industry (GNCCI), Association of Ghana Industries (AGI), National Insurance Commission (NIC), Private Enterprise Federation (PEF), Minerals Commission, Ghana Tourist Board (GTB), National Communications Authority (NCA) as well as a Representative of the Development Partners.

Finally, a Project Implementation Team (PIT) was set up in GSS and was responsible for the technical direction and execution of the census, with a Project Secretariat that provided logistical support to the three national committees.

## **1.7 Statistical concepts, measures and terms**

### **1.7.1 Statistical concepts and measures**

#### ***Establishment***

An establishment is the statistical unit recommended by the United Nations Statistics Division (UNSD) for economic enquiries. This is defined as a unit of production engaged in a single kind of activity under a single ownership at a single location. In practice, it was difficult applying this definition to some enterprises. Hence, the concept of reporting unit was adopted. The reporting unit was the smallest unit, which could provide the information required during the census. With the exception of the cases below, the reporting unit was the same for all establishments:

1. A unit, though under single ownership and carrying out a single activity, may operate at different locations but keeps consolidated accounts, which do not readily yield data on separate locations. This occurs in some larger establishments.
2. A number of establishments engaged in two or more economic activities. Where possible, a completed questionnaire was obtained in respect of each activity; otherwise a combined return for all activities was accepted. In this case, the main economic activity for that establishment was considered.

#### **Classification of industry**

The International Standard Industrial Classification (ISIC) Rev. 4 for all Economic Activities was adopted for classifying economic activities. The industry group (four digits) level was found to be sufficiently detailed for Ghana's needs.

When an establishment was engaged in two or more economic activities, an attempt was made to collect information on each activity. Where it was not possible to obtain information on the separate activities, the unit was assigned to the establishment, which generated the greater value of output.

#### ***Geographic classification***

For the purpose of analysis, establishments covered were classified by region, district and locality.

### **1.7.2 Definitions of census terms**

The definitions of terms used in the census are outlined below.

#### ***Average number of persons engaged***

The total number of persons who work in the establishment, the average number of operatives, the average number of employees, working proprietors and active business partners, learners (including unpaid apprentices) and unpaid family workers.

### ***Employees***

All persons working for and paid by the establishment and include persons working full-time or part-time and employees on sick leave, paid vacations and holidays. This includes operatives and other employees.

### ***Operatives***

These are employees who are directly engaged in production or production-related activities in the establishment. These include persons engaged in fabrication, processing and assembling, mechanics who attend to the machines, shop cleaning personnel, warehousemen, packers, shop-testing and record keeping personnel and paid apprentices. They also include any supervisory personnel whose function is to record or expedite any step in the production process.

### ***Other employees***

These are all other paid workers including administrative, clerical, accounting personnel, managers and directors of corporations working for salary or wage.

### ***Working proprietors and active business partners***

These are proprietors and partners who are actively engaged in the management of the establishment and are not paid salary or wage.

### ***Unpaid family workers***

They are persons living in the household of any of the owners of an establishment and working in the establishment without regular pay for at least one third of the normal working period.

### ***Skilled workers***

These are workers who have special skills, knowledge (usually acquired) or ability in their work e.g., auto-mechanics who repair faulty cars; software developers, electricians who attend to activities related to electrical; or a chemical engineer directly involved in Petroleum Refinery.

### ***Unskilled workers***

These are persons who are directly involved in the actual activity of the establishment but lack the required technical skills to deliver on the job. Even though such persons are not necessarily apprentices, they may become skilled through acquiring knowledge on the job.

### ***Apprentice (Learners)***

These include all persons undergoing on-the-job training without pay, including unpaid apprentices.

### ***Managerial, professional and administrative workers***

These include human resource managers, Accountants, Auditors, etc.

### ***Other workers***

These include persons who are not considered to be in any of the above categories, e.g. cleaners, security personnel, etc.

### ***LMSM Enterprises***

The LMSM is an abbreviation for large, medium, small and micro establishments. The large sized establishments are those establishments with more than 100 employees. Medium sized establishments are those establishments with 31 to 100 persons engaged. Small sized establishments are those establishments with a total of more than five persons engaged but not exceeding thirty (6-30) persons. Micro sized establishments are those establishments with 1-5 employees.

### ***Calendar year***

The reference period for the census was the calendar year 2014. The purpose was to ensure that the accounting periods of all establishments related to the reference year. That is, from 1<sup>st</sup> January 2014 to 31<sup>st</sup> December 2014. Not all financial years are from 1<sup>st</sup> January to 31<sup>st</sup> December because financial years vary for each establishment. In such instances, the financial year reported included at least 6 months of 2014.

## **1.8 Structure of the report**

This report is organized into four main chapters. Chapter one provides the background to the economic census and discusses the objectives, scope, coverage and institutional arrangements. Chapter two outlines the survey methodology while the findings of the census are reported in Chapter three. Finally, Chapter four summarizes the results, draws conclusions and makes recommendations from the findings.

## **CHAPTER TWO**

### **METHODOLOGY**

#### **2.1 Introduction**

Planning for the census started in 2011 with the setting up of committees and preparation of project documents. An interim register of establishments was compiled using existing registers receive from relevant Ministries, Departments and Agencies (MDAs) as well as business associations. Budget estimates for the IBES were prepared based on that information.

#### **2.2 Planning and Preparation**

The planning and preparatory activities started with the conceptualization of the process and the organization of a series of advocacy meetings among the stakeholders to solicit ideas and support for the project, as this was the first time an economic census of this magnitude was being conducted in Ghana. The conceptualization of IBES started in 2011, while preparatory activities for the implementation of IBES Phase I started in 2013. The preparatory activities started with the setting up of three major committees to oversee the implementation of the project. These committees were the National Steering Committee, Technical Advisory Committee and Project Implementation Committee. Subsequently, the survey instruments were drafted, and a review workshop organised to finalise them and pave the way for the training of trainers' workshop.

In addition, stakeholder workshops were organized to sensitise stakeholders and the business community on the IBES project with particular regard to field data collection. This was necessary so that respondents would understand the purpose of the exercise and give the enumerators the needed cooperation during fieldwork.

#### **2.3 Census Instruments**

The designing of the census questionnaire began in 2011 and the draft was based on the 2003 Industrial Census questionnaire with some modifications to cater for establishments in sectors other than industry (see Appendix 2). Two separate field instruction manuals for both field enumerators and supervisors were prepared alongside the questionnaire. The manuals provided instructions on the completion of the questionnaire to ensure unchanging application of concepts and procedures throughout the census. They also contained information on the responsibilities of the field officers.

#### **2.4 Pretest of Instruments**

Prior to the training for the main fieldwork, the IBES questionnaire and other documents were pretested. The pretest was conducted in the Central and Greater Accra regions in July 2014. Based on the feedback from the pretest, amendments were made to the census questionnaire. Also, the completed questionnaires for the pre-test were edited, coded and used to test the data processing applications and procedures.

A Training of Trainers' workshop was combined with the pretest of the IBES questionnaire and the review of the pretest results. A core group of trainers consisting of officers from the 10 regional offices of GSS and the PIT members were trained in July 2014. These trainers were used to undertake the pretest exercise during the fourth to sixth day of the training. This exercise served as field practice for the trainers.

## **2.5 Field Preparation and Fieldwork**

### **2.5.1 Mapping and zoning**

The country was divided into about 6,000 IBES zones for the main fieldwork. Each zone was assigned to one enumerator, except in the central business districts within the metropolitan districts where zones, which were identified to be too large for an enumerator, were assigned to more than one enumerator. Enumerators were responsible for ensuring that all establishments within their assigned zones are enumerated. The detailed zone maps were given to supervisors and enumerators for planning their itinerary for the enumeration to ensure complete enumeration and also avoid enumerating establishments more than once.

### **2.5.2 Publicity**

In order to inform and sensitize the public and owners of establishments about the IBES, a publicity programme was drawn up and implemented on regional basis. In addition, T-shirts were provided to field personnel to serve a two-fold purpose of publicizing the IBES and as a form of identification for the field staff.

### **2.5.3 Training**

Training of the enumerators and supervisors were done by PIT members and the other trainers who had earlier received training during the pretest. The country was divided into Northern (made up of Eastern, Ashanti, Brong Ahafo, Northern, Upper East and Upper West regions) and Southern (comprising Western, Central, Greater Accra and Volta region) zones for the training. About 8,000 field personnel were trained on the survey instruments for them to have knowledge about the IBES to ensure effective data collection. The training involved lectures, practical sessions, demonstration and participants' involvement in mock interviews.

### **2.5.4 Field data collection**

The fieldwork for the IBES started on 1<sup>st</sup> September, 2014 for the Northern zone and 8<sup>th</sup> September, 2014 for the Southern zone. About 7,500 personnel were deployed to the field to collect information from all the establishments in the country. Trainees who passed written assessments and were found to be good during the practical observations were selected to take part in the field data collection. The reference period for data collection was August 31, 2014.

## **2.6 Supervision and quality control**

Monitoring and supervision of fieldwork are necessary to ensure the quality of the census results. Supervisors played an important role in ensuring that quality data were collected. They collected and edited completed questionnaires to check for completeness, consistency and accuracy of the data collected and corrected errors detected before they were sent to the regional office. They were also required to help interviewers to understand the concepts used in the questionnaire and assist in addressing field challenges.

In addition to the supervisors, a nationwide monitoring of the field data collection was carried out as part of efforts to achieve the desired quality of data. It was also to gather first-hand information on the fieldwork, including challenges with non-response, logistical issues, etc. Also, the monitoring was to allow the Project Implementation Team (PIT) to meet with the Regional Statisticians and to visit some of the districts to verify the information collected from the field. It also gave the supervisors the opportunity to interact with the monitoring team and the Regional Statisticians to resolve any misunderstanding they may have had regarding the use of any of the survey instruments. Problems that were peculiar to a region were addressed during the monitoring exercise.

## **2.7 Data processing**

Data processing involved data capture, verification, editing and coding of responses in completed questionnaires as well as generation of tables. Editing teams were set up in the office to check questionnaires thoroughly before data capture. Editing of the questionnaires was done to check for completeness, accuracy and consistency. Editors checked for the correct spelling of information about the establishments, their principal activity and ensured that data on persons engaged were accurate. Problems that the editors were unable to resolve were discussed for a decision to be taken.

Data was entered by data entry personnel using applications developed for the purpose. Data processing work was done at the regional level to allow for easy callbacks for clarification. The regional level data were merged to obtain the national data. CSPro version 5.0 was used to capture the data. Applications developed for error checking were run throughout the data capture period to correct data entry errors.

Data validation involved identification of inconsistencies and detection of data omissions. After the inconsistencies were resolved, the data were released for further analysis. SPSS version 16 and Excel were used for the validation and analysis.

## **CHAPTER THREE**

### **FINDINGS**

#### **3.1 Introduction**

Unemployment remains a major development issue in Ghana. The results of the sixth round of the Ghana Living Standards Survey (GLSS6) conducted by the Statistical Service in 2012/13 puts the unemployment rate at 5.2 percent for Ghanaians aged 15 years and older (GSS, 2014). A detailed study of the dynamics of the labour market helps to identify the employment opportunities available in the economy. This chapter analyzes information on the employed population engaged by non-household establishments as captured in the first phase of the Integrated Business Establishment Survey. The characteristics of the workforce are analyzed in terms of sex, region, sector and type of employment, among others.

#### **3.2 Engagement of persons and background characteristics of establishments**

##### **3.2.1 Persons engaged and year of commencement of establishment**

Generally, it is expected that older establishments whose activities have stood the test of time are large establishments and therefore have better quality jobs that employ skilled persons and provide permanent employment than younger businesses. This assertion posits that since younger establishments are uncertain of the future they exhibit some level of circumspection in employing highly skilled persons whose services are expensive and therefore would rather employ temporal labour. This phenomenon may not generally be the case especially in developing countries. This is because in Ghana where there are more younger and micro firms than older and large firms. On the whole, all younger firms put together, employ more persons in Ghana than older ones, based on the absolute total persons engaged.

Figure 3.1 presents the distribution of persons engaged by establishments categorised by year of commencement of operations. The Figure indicates that newer establishments engaged larger number of persons than older establishments. Indeed, establishments that commenced operation in 2005-2014 engages the highest proportion (41.7%) of the 3,383,206 persons engaged in non-household establishments, followed by establishments that began operation in 1995-2004 with 20.7 percent. The lowest share of 7.6 percent is accounted for by establishments that commenced operations within the period 1975-1984.

**Figure 3.1: Distribution of persons engaged by year of commencement of establishment (percent)**

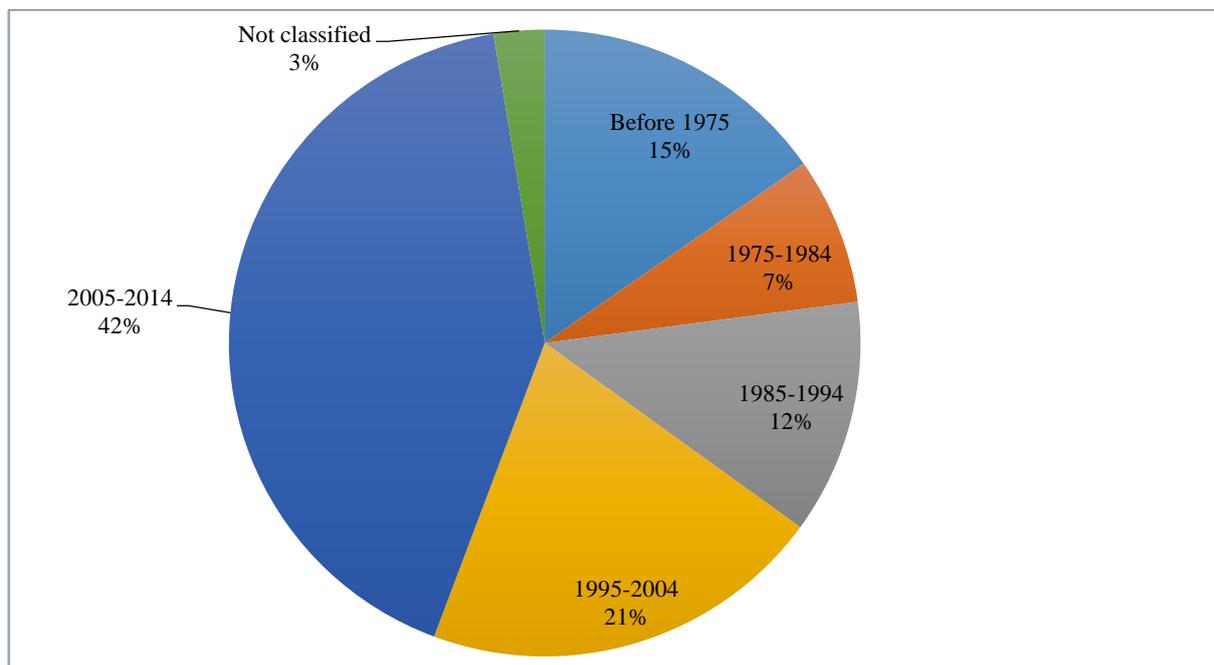


Table 3.1 presents the status of persons engaged by establishments according to the year of commencement of business. Establishments that started operation from 2005-2014 engaged the largest number of persons (1,409,201) of which 1,099,559; representing 78 percent are permanent workers while the rest (309,642) are temporary workers. Establishments that started operations from 1995 to 2004 engaged 700,999 persons comprising 583,099 (83.2%) permanent workers and 117,900 (16.8%) temporary workers. Establishments that were started between 1975 and 1984 engaged the smallest number of persons (257,356), made up of 237,880 (92.4%) permanent and 19,476 (7.6%) temporary workers.

**Table 3.1: Persons engaged by status of engagement and year of commencement of the establishment**

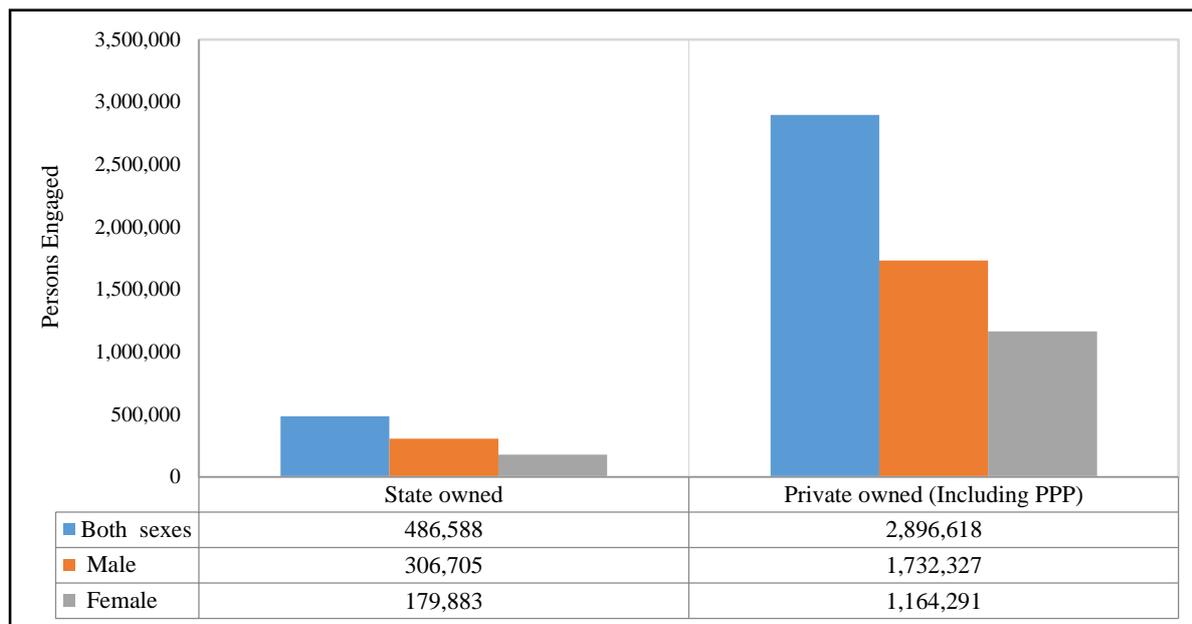
Year	Total		Permanent		Temporary	
	Number	Percent	Number	Percent	Number	Percent
<b>Total</b>	<b>3,383,206</b>	<b>100.0</b>	<b>2,846,640</b>	<b>84.1</b>	<b>536,566</b>	<b>15.9</b>
Before 1975	518,711	100.0	479,578	92.5	39,133	7.5
1975-1984	257,356	100.0	237,880	92.4	19,476	7.6
1985-1994	407,688	100.0	361,985	88.8	45,703	11.2
1995-2004	700,999	100.0	583,099	83.2	117,900	16.8
2005- 2014	1,409,201	100.0	1,099,559	78.0	309,642	22.0
Not stated*	89,251	100.0	84,539	94.7	4,712	5.3

\* Exact year of commencement of business not stated

### 3.2.2 Persons engaged and type of ownership

Figure 3.2 shows the number of persons engaged by sex and ownership type. Privately owned or public-private-partnerships engaged 2,896,618 persons; this represents 85.6 percent of the total persons engaged while the remaining 486,588 (14.4%) work in establishments owned by the state. There are more males (1,732,327) than females (1,164,291) engaged in the privately owned establishments. Similarly, state-owned establishments engaged more males (306,705) than females (179,883).

**Figure 3.2: Persons engaged by type of ownership of establishment and sex**



The Greater Accra region (88,417) has the largest number of persons engaged by state owned establishments (18.2%) of which 53,859 are males and 34,558 females. This is followed by Ashanti region with 77,115 (15.8%) persons, made up of 45,804 males and 31,311 females. State owned establishments in the Upper West region engaged the smallest number of persons (16,433 or 3.4%), of which 155,188 are males and 7,491 are females.

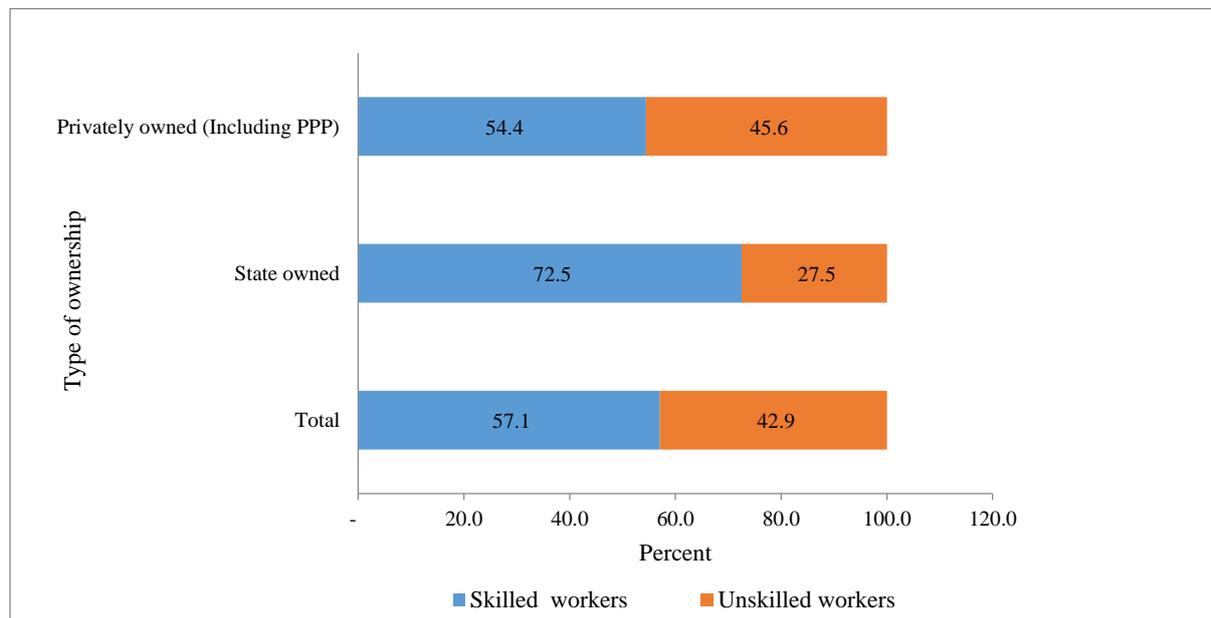
Two out of every five persons engaged by the privately owned establishments are in the Greater Accra region (1,195,923), of which 748,066 are males and 447,857 are females. Privately owned establishments in the Ashanti region engaged 463,356 made up of 268,009 males and 195,347 females. The Upper West region had the smallest number (45,052) of persons engaged by privately owned establishments with males and females constituting 27,166 and 17,886 respectively.

**Table 3.2: Number of persons engaged by sex, ownership of establishments and region**

Region	State owned			Privately owned (Including PPP)		
	Total	Male	Female	Total	Male	Female
<b>Total</b>	<b>486,588</b>	<b>306,705</b>	<b>179,883</b>	<b>2,896,618</b>	<b>1,732,327</b>	<b>1,164,291</b>
Western	47,199	30,811	16,388	287,234	170,293	116,941
Central	47,094	29,181	17,913	184,984	100,791	84,193
Greater Accra	88,417	53,859	34,558	1,195,923	748,066	447,857
Volta	47,500	30,460	17,040	124,323	69,237	55,086
Eastern	54,313	33,057	21,256	201,326	112,541	88,785
Ashanti	77,115	45,804	31,311	463,356	268,009	195,347
Brong Ahafo	51,785	32,638	19,147	179,024	103,246	75,778
Northern	34,053	25,147	8,906	149,322	96,436	52,886
Upper East	22,679	15,188	7,491	66,074	36,542	29,532
Upper West	16,433	10,560	5,873	45,052	27,166	17,886

Figure 3.3 shows the distribution of persons engaged by skill type and ownership of establishment. There are more skilled workers than unskilled workers in both state and privately owned establishments but the share of skilled workers is higher in state-owned than in privately owned establishments. Skilled persons account for nearly three-quarters (72.5%) of persons engaged by state-owned establishments compared with 54.4 percent of skilled workers in privately owned establishments. In all, out of a total of 3,383,206 persons engaged, 57.1 percent are skilled workers and 42.9 percent unskilled workers.

**Figure 3.3: Persons engaged by skill and ownership type of establishment**



### 3.2.3 Nationality of persons engaged

Information on the nationality of persons engaged by sector and region is presented in Table 3.3. Nearly all the persons engaged by the establishments (99.7%) are Ghanaians. In all the three economic sectors, Ghanaians account for the greater share of total employment and this runs across all administrative regions.

**Table 3.3: Nationality of persons engaged by sector of employment and region**

Region	Agriculture			Industry			Services		
	Number	Ghanaians	Non-Ghanaians	Number	Ghanaians	Non-Ghanaians	Number	Ghanaians	Non-Ghanaians
<b>Total</b>	<b>59,893</b>	<b>59,622</b>	<b>271</b>	<b>614,517</b>	<b>612,613</b>	<b>1,904</b>	<b>2,708,796</b>	<b>2,700,034</b>	<b>8,762</b>
Western	9,817	9,815	2	73,548	73,364	184	251,068	250,225	843
Central	3,792	3,788	4	33,928	33,869	59	194,358	193,773	585
Greater Accra	19,706	19,533	173	249,084	248,046	1,038	1,015,550	1,011,120	4,430
Volta	3,285	3,251	34	28,968	28,728	240	139,570	138,606	964
Eastern	8,655	8,626	29	36,380	36,309	71	210,604	210,326	278
Ashanti	6,983	6,967	16	92,463	92,386	77	441,025	440,492	533
Brong Ahafo	5,135	5,128	7	36,933	36,795	138	188,741	188,450	291
Northern	1,610	1,604	6	35,319	35,268	51	146,446	145,864	582
Upper East	380	380	0	17,142	17,106	36	71,231	71,024	207
Upper West	530	530	0	10,752	10,742	10	50,203	50,154	49

### 3.2.4 Persons engaged and owner's nationality

Table 3.4 presents information on persons engaged by establishments classified by owner's nationality and size. Of the 3,383,206 persons engaged, 3,243,515 persons representing 95.9 percent work in establishments owned by Ghanaians. Persons who are engaged in establishments owned by foreign nationals account for 2.8 percent while establishments owned jointly by Ghanaians and non-Ghanaians engaged 1.3 percent.

Nearly three out of every ten (29.6%) persons engaged by Ghanaian owned establishments work in establishments that employ 1-4 persons. About one-fifth (18.2%) of persons engaged work in establishments with 200 or more employed persons while 14.7 percent are in establishments with 5-9 persons. Establishments of size 25-29 persons had the least number of persons (2.4%).

In terms of establishments that are owned by non-Ghanaians, 44.1 percent of the persons engaged are in establishments having 200 or more workers while 10.2 percent are in establishments that engage 1-4 persons. Establishments of size 25-29 persons engaged the least number of persons (2.2%).

For establishments that are owned jointly by Ghanaians and non-Ghanaians, 45.6 percent of the persons engaged are in establishments of size 200 or more while 12 percent are in establishments of size 100-199. Establishments of size 25-29 persons engage the least number of persons (1,227, representing 2.7 percent of the total number of persons engaged by establishments owned jointly by Ghanaians and non-Ghanaians).

**Table 3.4: Owner's nationality by size of establishment and persons engaged**

Size	Total		Ghanaian		Non-Ghanaian		Ghanaian and Non-Ghanaian	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Total</b>	<b>3,383,206</b>	<b>100.0</b>	<b>3,243,515</b>	<b>100.0</b>	<b>93,497</b>	<b>100.0</b>	<b>46,194</b>	<b>100.0</b>
1-4	969,681	28.7	958,674	29.6	9,552	10.2	1,455	3.1
5-9	485,255	14.3	475,561	14.7	7,122	7.6	2,572	5.6
10-14	256,689	7.6	249,666	7.7	4,735	5.1	2,288	5.0
15-19	167,016	4.9	162,252	5.0	3,092	3.3	1,672	3.6
20-24	116,701	3.4	111,906	3.5	2,894	3.1	1,901	4.1
25-29	81,724	2.4	78,456	2.4	2,041	2.2	1,227	2.7
30-49	214,763	6.3	203,272	6.3	7,568	8.1	3,923	8.5
50-99	223,024	6.6	210,850	6.5	7,619	8.1	4,555	9.9
100-199	214,410	6.3	201,203	6.2	7,667	8.2	5,540	12.0
200+	653,943	19.3	591,675	18.2	41,207	44.1	21,061	45.6

Table 3.5 indicates that Ghanaian-owned establishments engaged the largest number of permanent workers (2,740,534 representing 96.3 percent of total permanent workers). Establishments owned by non-Ghanaians engaged 72,708 permanent workers, representing 2.6 percent while those jointly owned by Ghanaians and non-Ghanaians engaged 33,398 (1.2%) persons in permanent employment.

**Table 3.5: Persons engaged by sector, type of engagement and owner's nationality**

Sector/type of employment	Total		Ghanaian		Non-Ghanaian		Ghanaian and non-Ghanaian	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>All</b>								
<b>Total</b>	3,383,206	100.0	3,243,515	95.6	93,497	2.8	46,194	1.4
<b>Permanent</b>	2,846,640	100.0	2,740,534	96.3	72,708	2.6	33,398	1.2
<b>Temporary</b>	536,566	100.0	502,981	93.7	20,789	3.9	12,796	2.4
<b>Industry</b>								
<b>Total</b>	614,517	100.0	572,031	93.1	28,483	4.6	14,003	2.3
<b>Permanent</b>	468,262	100.0	439,181	93.8	19,261	4.1	9,820	2.1
<b>Temporary</b>	146,255	100.0	132,850	90.8	9,222	6.3	4,183	2.9
<b>Service</b>								
<b>Total</b>	2,708,796	100.0	2,623,834	96.9	55,670	2.1	29,292	1.1
<b>Permanent</b>	2,329,459	100.0	2,259,894	97.0	47,377	2.0	22,188	1.0
<b>Temporary</b>	379,337	100.0	363,940	95.9	8,293	2.2	7,104	1.9
<b>Agriculture</b>								
<b>Total</b>	59,893	100.0	47,650	79.6	9,344	15.6	2,899	4.8
<b>Permanent</b>	48,919	100.0	41,459	84.8	6,070	12.4	1,390	2.8
<b>Temporary</b>	10,974	100.0	6,191	56.4	3,274	29.8	1,509	13.8

In the industry sector, 93.8 percent of the permanent workers are engaged by establishments owned by Ghanaians compared with 4.1 percent in non-Ghanaian establishments and 2.1 percent in establishments jointly owned by Ghanaians and non-Ghanaians. Ghanaian owned establishments also engaged 90.8 percent of temporary workers as against 6.3 percent and 2.9 percent of temporary workers engaged by non-Ghanaian owned and jointly owned Ghanaian and non-Ghanaian establishments respectively.

In the services sector, 97.0 percent of permanent workers are engaged in establishments with Ghanaian ownership while 2.0 percent work in non-Ghanaian owned establishments. Ghanaian-owned establishments engaged most (95.9%) of the temporary workers in the services sector while the remaining 4.1 percent is engaged by non-Ghanaian and Ghanaian-non-Ghanaian jointly owned establishments.

The agriculture sector has the least share of persons engaged by establishments (59,893). Out of the 48,919 persons in permanent engagement in agriculture, Ghanaian owned establishments engaged 84.8 percent while non-Ghanaian owned and jointly owned Ghanaian and non-Ghanaian enterprises engaged 12.4 percent and 2.8 percent respectively.

Table 3.6 reports that about seven out of every ten persons engaged in the industry sector work in the manufacturing sub-sector (71.2%) while construction and the mining and quarrying sub-sectors account for 14.3 percent and 6.9 percent of persons engaged in the industry sector respectively.

**Table 3.6: Number of persons engaged by sub-sector and owner's nationality**

Sub-sectors	Nationality							
	Total		Ghanaian		Non-Ghanaian		Ghanaians and Non-Ghanaians	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>All Sectors</b>	<b>3,383,206</b>		<b>3,243,515</b>		<b>93,497</b>		<b>46,194</b>	
<b>Industry</b>	<b>614,517</b>	<b>100.0</b>	<b>572,031</b>	<b>100.0</b>	<b>28,483</b>	<b>100.0</b>	<b>14,003</b>	<b>100.0</b>
Manufacturing	437,316	71.2	405,884	71.0	21,387	75.1	10,045	71.7
Mining and Quarrying	42,576	6.9	37,897	6.6	2,699	9.5	1,980	14.1
Electricity and Gas	10,810	1.8	9,902	1.7	789	2.8	119	0.8
Water Supply, Sewerage and Waste Management	35,943	5.8	35,593	6.2	116	0.4	234	1.7
Construction	87,872	14.3	82,755	14.5	3,492	12.3	1,625	11.6
<b>Services</b>	<b>2,708,796</b>	<b>100.0</b>	<b>2,623,834</b>	<b>100.0</b>	<b>55,670</b>	<b>100.0</b>	<b>29,292</b>	<b>100.0</b>
Wholesale and Retail Trade	817,848	30.2	792,367	30.2	19,055	34.2	6,426	21.9
Transportation and storage	75,270	2.8	69,819	2.7	2,897	5.2	2,554	8.7
Accommodation and Food	190,565	7.0	185,109	7.1	3,938	7.1	1,518	5.2
Information and Communication	39,506	1.5	36,485	1.4	2,473	4.4	548	1.9
Financial and Insurance	121,459	4.5	109,085	4.2	3,866	6.9	8,508	29.0
Real Estate	10,410	0.4	9,071	0.3	300	0.5	1,039	3.5
Professional, Scientific and Technical	79,693	2.9	77,952	3.0	1,219	2.2	522	1.8
Administrative and support Service Activity	102,673	3.8	95,634	3.6	6,722	12.1	317	1.1
Public Administration and Defence	170,626	6.3	169,892	6.5	605	1.1	129	0.4
Education	477,068	17.6	472,169	18.0	2,792	5.0	2,107	7.2
Human Health and Social Work	143,008	5.3	140,496	5.4	1,159	2.1	1,353	4.6
Arts, Entertainment and Recreation	18,755	0.7	17,213	0.7	857	1.5	685	2.3
Other Services	461,915	17.1	448,542	17.1	9,787	17.6	3,586	12.2
<b>Agriculture</b>	<b>59,893</b>	<b>100.0</b>	<b>47,650</b>	<b>100.0</b>	<b>9,344</b>	<b>100.0</b>	<b>2,899</b>	<b>100.0</b>
Crops	42,672	71.2	31,705	66.5	8,677	92.9	2,290	79.0
Livestock and Poultry	9,355	15.6	9,190	19.3	108	1.2	57	2.0
Forestry and Logging	5,016	8.4	4,642	9.7	353	3.8	21	0.7
Fishing and Aquaculture	2,850	4.8	2,113	4.4	206	2.2	531	18.3

In terms of nationality of ownership, the manufacturing establishments owned by Ghanaians engaged 405,884 persons, representing 71.0 percent while construction establishments with Ghanaian ownership account for 14.5 percent, with Ghanaian owned establishments in electricity and gas accounting for the lowest share of 1.7 percent of persons engaged.

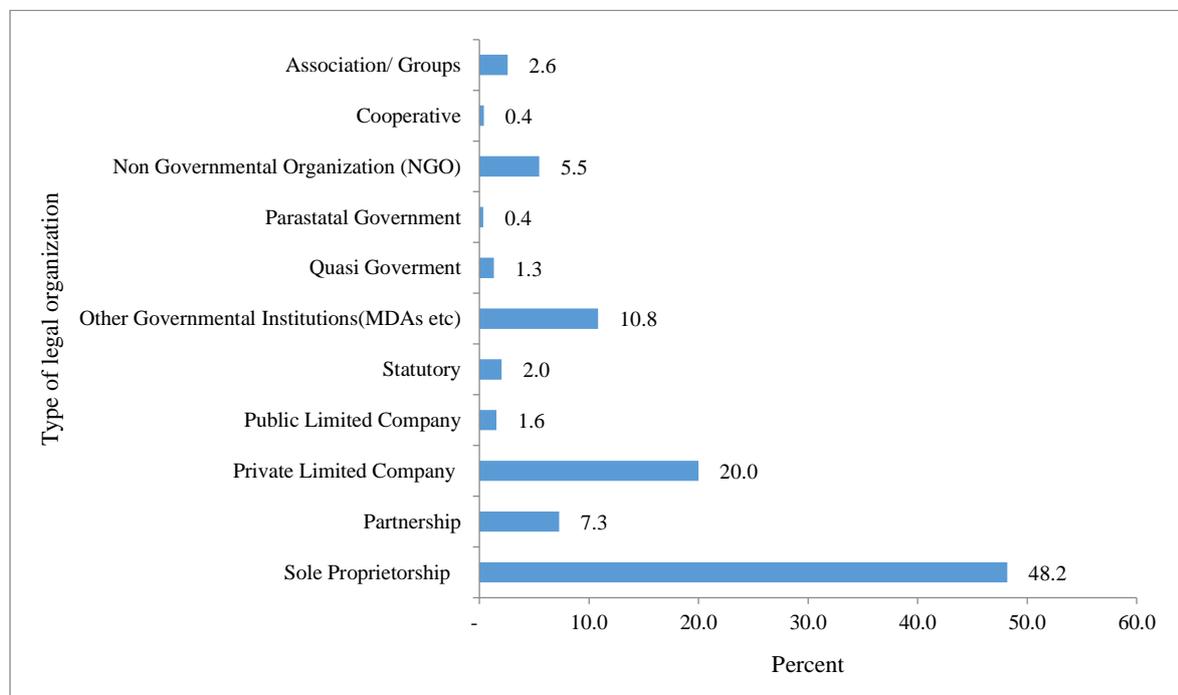
In the services sector, three out of every ten persons engaged are involved in wholesale and retail trade activities, with establishments in education engaging the second highest number of persons (477,068 or 17.6%). Real estate engages the lowest number of persons in the services sector with a share of only 0.4 percent of persons engaged. While the wholesale and retail trade sub-sector engaged the highest proportion of persons in Ghanaian owned (30.2%) and non-Ghanaian owned (34.2%) establishments in the services sector, the financial and insurance sub-sector engaged the highest proportion of persons in establishments jointly owned by Ghanaians and non-Ghanaians (29.0%) in the sector.

In the agriculture sector, establishments in the crops sub-sector engaged the highest number of persons (42,672), representing 71.2 percent with fishing and aquaculture engaging the lowest proportion of 4.8 percent. The crops sub-sector also engages the highest proportion of persons in all three ownership types (Table 3.6).

### 3.2.5 Persons engaged and type of legal organization

Businesses acquire legal status through registration with the Registrar General’s Department (RGD). The registration may take the form of Sole Proprietorship, Partnership, Private Limited Company, Public Limited Company, Statutory, Other Government Institutions, Quasi Government, Parastatals, Non-Governmental Organizations, Cooperatives or Associations/Groups.

**Figure 3.4: Persons engaged by type of legal organization**



However, if a business is not registered with the RGD and considers itself to be operating within the confines of any of the above statuses, then that legal status is recorded for the establishment. Figure 3.4 shows that nearly half (48.2%) of persons are engaged by establishments that are registered as Sole Proprietorship. One-fifth of persons are engaged by Private Limited Companies while 14.5 percent are engaged by Governmental Institutions (i.e. statutory, MDAs, quasi and parastatal government). Public Limited Companies engaged 52,630 persons, representing only 1.6 percent of the total persons engaged.

Table 3.7 shows that 65.9 percent of persons engaged by establishments that commenced operations between 2005 and 2014 are operating as Sole Proprietorships. Again, more than half (51.2%) of all persons engaged in establishments that commenced operations during 1995-2004 are in Sole Proprietorships. On the other hand, those engaged by the older establishments that commenced operations before 1975 are more likely than others (27.9%) to be engaged in other Government Institutions (e.g. MDAs).

**Table 3.7: Persons engaged by year of commencement of establishments and type of legal organization**

Type of organization	Total	Before 1975	1975-1984	1985-1994	1995-2004	2005-2014	Not stated
<b>Total</b>	<b>3,383,206</b>	<b>518,711</b>	<b>257,356</b>	<b>407,688</b>	<b>700,999</b>	<b>1,409,201</b>	<b>89,251</b>
Sole proprietorship	1,630,182	97,386	81,171	142,276	359,107	928,619	21,623
Partnership	246,836	12,192	11,532	17,779	55,665	148,209	1,459
Private limited company	676,263	127,267	84,966	103,878	140,934	188,115	31,103
Public limited company	52,630	16,119	3,325	5,889	8,811	12,152	6,334
Statutory	68,094	28,719	4,385	11,764	7,460	8,288	7,478
Other Government Institutions (MDAs etc.)	366,690	144,515	38,099	69,236	50,482	47,371	16,987
Quasi Government	44,593	20,684	4,263	4,713	7,994	6,561	378
Parastatal Government	12,339	5,176	497	1,926	2,208	1,787	745
NGO	184,960	51,524	18,830	32,565	42,445	38,545	1,051
Cooperative	13,377	790	923	2,422	3,986	5,057	199
Association/groups	87,242	14,339	9,365	15,240	21,907	24,497	1,894
Type of organization	Percent						
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>
Sole proprietorship	48.2	18.8	31.5	34.9	51.2	65.9	24.2
Partnership	7.3	2.4	4.5	4.4	7.9	10.5	1.6
Private limited company	20.0	24.5	33.0	25.5	20.1	13.3	34.8
Public limited company	1.6	3.1	1.3	1.4	1.3	0.9	7.1
Statutory	2.0	5.5	1.7	2.9	1.1	0.6	8.4
Other Government Institutions (MDAs etc.)	10.8	27.9	14.8	17.0	7.2	3.4	19.0
Quasi Government	1.3	4.0	1.7	1.2	1.1	0.5	0.4
Parastatal Government	0.4	1.0	0.2	0.5	0.3	0.1	0.8
NGO	5.5	9.9	7.3	8.0	6.1	2.7	1.2
Cooperative	0.4	0.2	0.4	0.6	0.6	0.4	0.2
Association/groups	2.6	2.8	3.6	3.7	3.1	1.7	2.1

Information on the distribution of persons engaged by sector, status and type of legal organization is presented in Table 3.8. Establishments operating as Sole Proprietorships engaged the largest number of persons (1,630,182), representing 48.2 percent, while Parastatal Government Institutions engaged the smallest number of persons (12,339), representing just about 0.4 percent of persons engaged by all establishments. With regard to the status of engagement, Sole Proprietors recorded the highest number of both permanent (1,301,381) and temporary (328,801) workers. Cooperatives engaged the smallest number (10,373) of permanent workers, while Parastatal Government Institutions accounted for the smallest number of temporary workers (1,279).

The services sector engages a total of 2,708,796 persons with Sole Proprietorship establishments engaging the largest number (1,275,828 or 47.1%) made up of 1,052,295 permanent workers and 223,533 temporary workers. The second largest employer is Private Limited Companies, which engaged 445,905 persons comprising 418,770 permanent and 27135 temporary workers. Other Government Institutions (e.g. MDAs) engaged a total of 329,482 persons on permanent contract, representing 14.1 percent of all permanent workers in the sector. For persons temporarily engaged in the services sector, Sole Proprietorships account for 58.9 percent followed by Establishments in Partnership (40,731 persons or 10.7%), with Government Parastatals engaging the least number (742 or 0.2%) of temporary workers in the sector.

**Table 3.8: Distribution of persons engaged by sector, status of engagement and legal organization**

Sector/type	Total	Type of legal organization										
		Sole Proprietorship	Partnership	Private Limited Company	Public Limited Company	Statutory	Other Gov't Institutions. (e.g. MDAs)	Quasi Government	Parastatal Government	NGOs	Cooperative	Association/ Groups
<b>Total</b>	<b>3,383,206</b>	<b>1,630,182</b>	<b>246,836</b>	<b>676,263</b>	<b>52,630</b>	<b>68,094</b>	<b>366,690</b>	<b>44,593</b>	<b>12,339</b>	<b>184,960</b>	<b>13,377</b>	<b>87,242</b>
<b>Permanent</b>	<b>2,846,640</b>	<b>1,301,381</b>	<b>188,712</b>	<b>622,346</b>	<b>44,223</b>	<b>62,213</b>	<b>335,352</b>	<b>39,102</b>	<b>11,060</b>	<b>158,572</b>	<b>10,373</b>	<b>73,306</b>
<b>Temporary</b>	<b>536,566</b>	<b>328,801</b>	<b>58,124</b>	<b>53,917</b>	<b>8,407</b>	<b>5,881</b>	<b>31,338</b>	<b>5,491</b>	<b>1,279</b>	<b>26,388</b>	<b>3,004</b>	<b>13,936</b>
<b>Industry</b>												
Total	614,517	334,199	45,294	202,896	14,012	3,364	3,993	1,145	3,908	993	2,019	2,694
Permanent	468,262	231,225	29,872	180,540	11,353	3,163	3,293	826	3,500	738	1,657	2,095
Temporary	146,255	102,974	15,422	22,356	2,659	201	700	319	408	255	362	599
<b>Service</b>												
Total	2,708,796	1,275,828	197,160	445,905	37,700	63,136	359,634	43,105	8,165	183,383	10,421	84,359
Permanent	2,329,459	1,052,295	156,429	418,770	32,158	57,711	329,482	38,026	7,423	157,517	8,606	71,042
Temporary	379,337	223,533	40,731	27,135	5,542	5,425	30,152	5,079	742	25,866	1,815	13,317
<b>Agriculture</b>												
Total	59,893	20,155	4,382	27,462	918	1,594	3,063	343	266	584	937	189
Permanent	48,919	17,861	2,411	23,036	712	1,339	2,577	250	137	317	110	169
Temporary	10,974	2,294	1,971	4,426	206	255	486	93	129	267	827	20

In the industry sector, Sole Proprietorship establishments engaged the largest number of 334,199 (54.4%) of which 231,225 are permanent workers and 102,974 are temporary workers. Private Limited Companies recorded the second largest in terms of persons permanently engaged, with 180,540 representing 38.6 percent of persons engaged permanently in the sector. It is worth noting that Sole Proprietors and Private Limited Companies together engaged 87.9 percent of all the persons permanently engaged in the industry sector. Establishments in Sole Proprietorship similarly engaged the highest number (102,974) of temporary workers, representing 70.4 percent of all temporary persons engaged in the industry sector followed by Private Limited Companies with 22,356 (15.3%) of temporary workers in the sector.

The agriculture sector engaged the smallest number of persons across economic sectors; this may be mainly due to the fact that the IBES collected data on only institutional agriculture. Private Limited Companies engaged the highest number of both permanent workers (23,036) and temporary workers (4,426) representing 47.1 percent and 40.3 percent of permanent and temporarily engaged persons respectively in the sector. Sole Proprietors in the sector engaged 17,861 persons on permanent basis, representing 36.5 percent of permanent agricultural workers and 2,294 temporary workers or 10.9 percent temporary agricultural workers.

### **3.3 Employment characteristics**

Employment data and statistics are very important to policy makers as they rely on the number of persons engaged in each sector of the economy and the skills they possess to inform policy decisions. This section of the report presents the total number of persons engaged in the country by the major sectors of the economy, sex and other employment characteristics.

#### **3.3.1 Sex and sector of employment**

Figure 3.5 indicates a generally male dominant workforce in the economy. About six of every ten persons (60.3%) engaged in all sectors of the economy are males, with females constituting 39.7 percent. Male dominance is highest in the agriculture sector and lowest in the services sector. Males constitute about three-quarters (74.4%) of persons engaged by establishments in agriculture compared with nearly two-thirds (64.3%) of males engaged by establishments in the industry sector. In the services sector, males account for about three-fifth (59.0%) of the total number of persons engaged in the sector.

**Figure 3.5: Persons engaged by sector and sex**

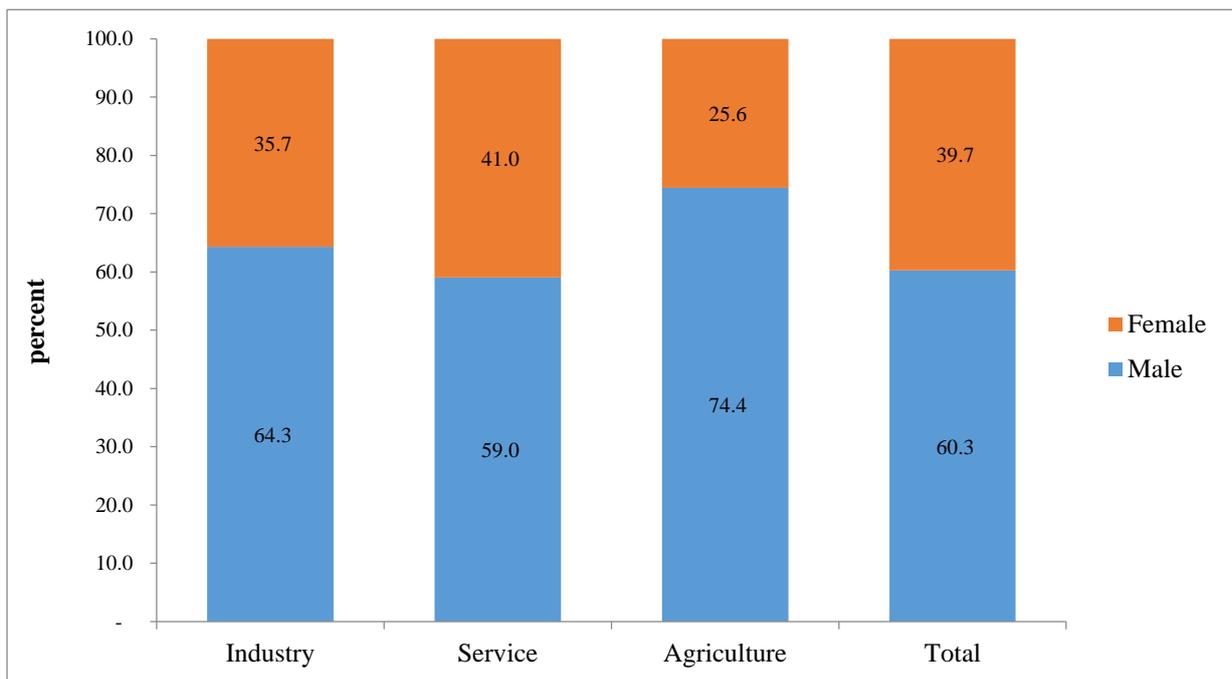


Figure 3.6 presents information on the number of persons engaged by sector and sex. The Figure shows that a higher proportion of females than males are engaged in the services sector while the reverse is the case in the agriculture and industry sectors. Of the total number of males engaged, the services sector accounts for 78.4 percent while industry and agriculture engage 19.4 percent and 2.2 percent respectively. Similarly, the services sector engages 82.5 percent of all female workers with industry engaging 16.3 percent and 1.1 percent respectively (Figure 3.6).

**Figure 3.6: Persons engaged by sector of employment and sex**

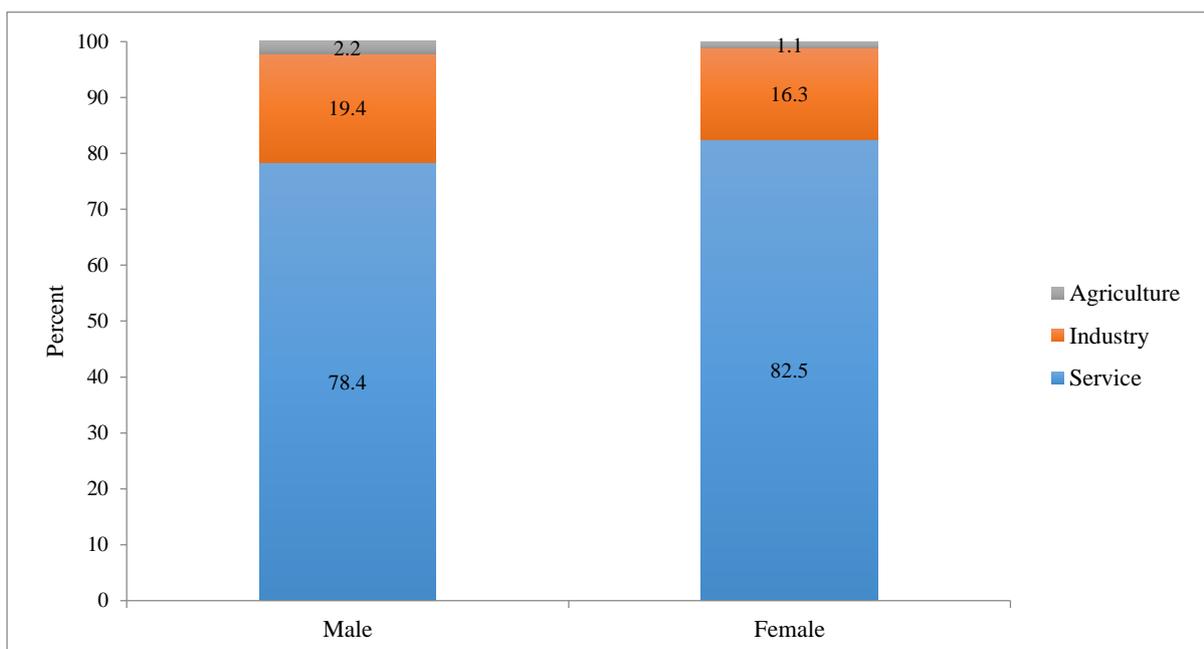


Figure 3.7 shows that more than four-fifth (84.1%) of persons engaged by establishments in the various sectors are permanent workers. The share of permanent workers is highest in the services sector (86.0%) followed by agriculture with 81.7 percent. Permanent workers constitute a little over three-quarters (76.2%) of all persons engaged in the industry sector, with the remaining 13.8 percent being temporarily engaged.

**Figure 3.7: Proportion of persons engaged by type of engagement and major sectors**

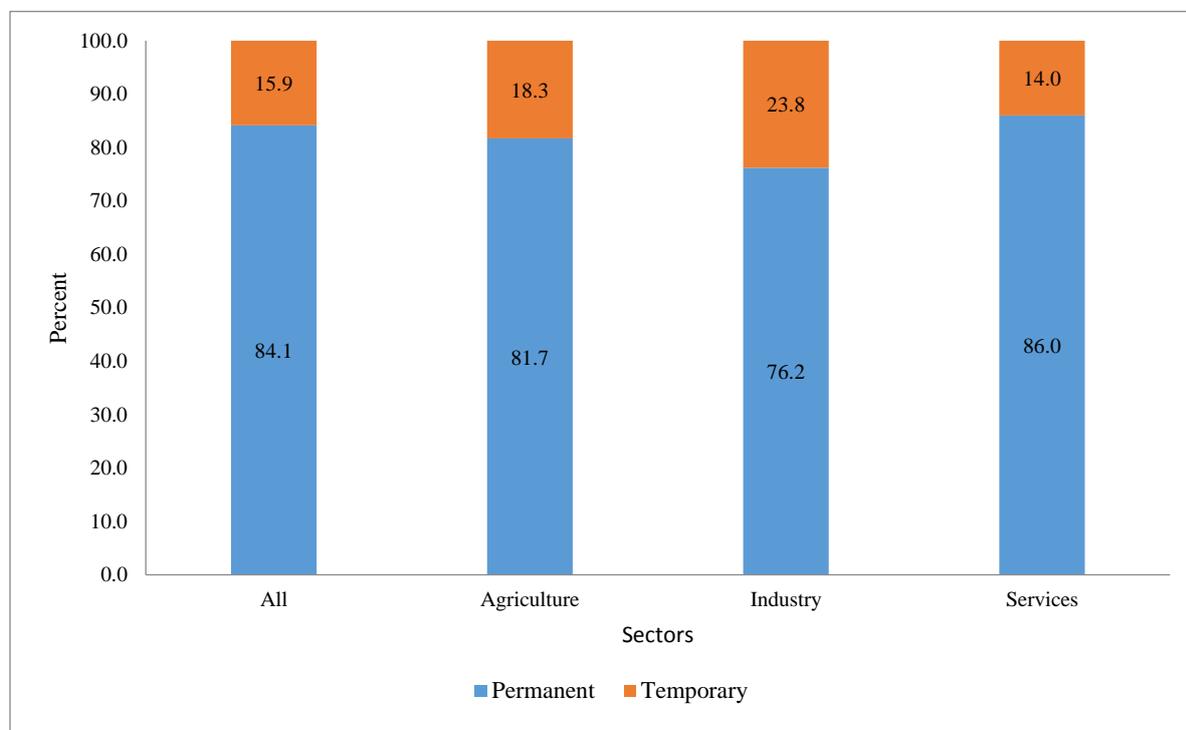


Table 3.9 presents the distribution of persons engaged by sector, sex and region and indicates that there are more males engaged in all three sectors than females. The regional distribution shows that establishments in Greater Accra engaged the highest number of males and females in each sector. The region accounts for about a third of both males (31.9%) and females (35.7%) in the agriculture sector followed by Eastern region with 15.4 percent of males and 11.6 percent of females. The Upper East region accounts for the least number of persons engaged in agriculture (293 males and 87 females).

In the industry sector, Greater Accra engaged the highest number of males (169,396) and females (79,688), representing 42.9 percent of males and 36.3 percent of females respectively in the sector. Ashanti region engaged 61,207, males, representing 15.5 percent of males and 31,256 females, representing 14.3 percent of females engaged in the sector. The least numbers of males and females engaged in the industry sector are in the Upper West region. The highest number of males (618,289 or 38.7%) and females (397,261 or 35.8%) engaged in the services sector are in Greater Accra followed by Ashanti with 247,000 males (15.4%) and 194,025 females (17.5%) in the sector. The Upper West region engaged the lowest number of persons (both males and females) in the services sector.

**Table 3.9: Number of persons engaged by sector, sex and region**

Region	Sector								
	Agriculture			Industry			Services		
	Total	Male	Female	Total	Male	Female	Total	Male	Female
<b>Total</b>	<b>59,893</b>	<b>44,578</b>	<b>15,315</b>	<b>614,517</b>	<b>395,205</b>	<b>219,312</b>	<b>2,708,796</b>	<b>1,599,249</b>	<b>1,109,547</b>
Western	9,817	7,071	2,746	73,548	48,360	25,188	251,068	145,673	105,395
Central	3,792	2,619	1,173	33,928	19,457	14,471	194,358	107,896	86,462
Greater									
Accra	19,706	14,240	5,466	249,084	169,396	79,688	1,015,550	618,289	397,261
Volta	3,285	2,256	1,029	28,968	18,049	10,919	139,570	79,392	60,178
Eastern	8,655	6,875	1,780	36,380	21,411	14,969	210,604	117,312	93,292
Ashanti	6,983	5,606	1,377	92,463	61,207	31,256	441,025	247,000	194,025
Brong Ahafo	5,135	3,837	1,298	36,933	21,531	15,402	188,741	110,516	78,225
Northern	1,610	1,371	239	35,319	20,991	14,328	146,446	99,221	47,225
Upper East	380	293	87	17,142	8,560	8,582	71,231	42,877	28,354
Upper West	530	410	120	10,752	6,243	4,509	50,203	31,073	19,130

### 3.3.2 Persons engaged in sub-sectors

Table 3.10 presents information on persons engaged by sub-sectors and sex. Of the 3,383,206 persons engaged, the services sector engaged the largest number (2,708,796) representing 80.1 percent followed by industry with 614,517 (18.2%). The agriculture sector engaged the least number of persons (59,813), which represents 1.8 percent of the total number of persons engaged in all sectors. For the sub-sectors, the wholesale and retail trade sub-sector engaged the highest number of persons (817,848 or 24.2%) followed by education with 14.1 percent, and other services and manufacturing with 13.7 percent and 12.9 percent respectively. The fishing and aquaculture sub-sector of the agriculture sector engaged the least number of persons (2,850), representing 0.1 percent of the total number of persons engaged by all sub-sectors.

The wholesale and retail trade sub-sector recorded the largest number of persons engaged for both sexes followed by education and manufacturing, with fishing and aquaculture accounting for the least number of males and females engaged in the economy. There are however, mixed variations between the sexes across sub-sectors. In the wholesale and retail trade sub-sector, that engaged the largest number of both sexes, the proportion of females (25.1%) is higher than males (23.5%). The proportion of females (8.5%) engaged in the food and accommodation sub-sector is also more than twice that of males (3.7%). Nearly equal proportions of males and females are engaged in the manufacturing sub-sector (12.9% and 13.0% respectively) and education (14.1% each).

As businesses grew, it often became difficult for sole proprietors or even partnerships to raise the required finance for smooth running of the operations of the businesses. To overcome this problem the concept of the corporation, or company, came into being. As expected businesses which have incorporated have the ability of employing more than one man businesses or partnership since they are characterised by complex economic operations concerning those functions that govern the production, distribution, and sale of goods and services for the benefit of the buyer and the profit of the seller.

**Table 3.10: Persons engaged by sub-sector by sex**

Sub-sector	Sex					
	Both Sexes		Male		Female	
	Number	Percent	Number	Percent	Number	Percent
<b>Total</b>	<b>3,383,206</b>	<b>100.0</b>	<b>2,039,032</b>	<b>100.0</b>	<b>1,344,174</b>	<b>100.0</b>
<b>Industry</b>	<b>614,517</b>	<b>18.2</b>	<b>395,205</b>	<b>19.4</b>	<b>219,312</b>	<b>16.3</b>
Manufacturing	437,316	12.9	262,489	12.9	174,827	13.0
Mining and quarrying	42,576	1.3	32,310	1.6	10,266	0.8
Electricity and gas	10,810	0.3	8,415	0.4	2,395	0.2
Water supply, sewerage, waste management	35,943	1.1	22,561	1.1	13,382	1.0
Construction	87,872	2.6	69,430	3.4	18,442	1.4
<b>Services</b>	<b>2,708,796</b>	<b>80.1</b>	<b>1,599,249</b>	<b>78.4</b>	<b>1,108,641</b>	<b>82.5</b>
Wholesale and retail trade	817,848	24.2	479,816	23.5	338,032	25.1
Transportation and storage	75,270	2.2	57,493	2.8	17,777	1.3
Accommodation and food	190,565	5.6	76,139	3.7	114,426	8.5
Information and communication	39,506	1.2	28,842	1.4	10,664	0.8
Financial and Insurance	121,459	3.6	74,993	3.7	46,466	3.5
Real estate	10,410	0.3	7,836	0.4	2,574	0.2
Professional, scientific and technical	79,693	2.4	56,461	2.8	23,232	1.7
Administrative and support service						
Activities	102,673	3.6	73,923	3.6	28,750	2.1
Public administration and defence	170,626	5.8	117,357	5.8	53,269	4.0
Education	477,068	14.1	287,483	14.1	189,585	14.1
Human health and social work	143,008	4.2	72,029	3.5	70,979	5.3
Arts, entertainment and recreation	18,755	0.6	14,676	0.7	4,079	0.3
Other services	461,915	13.7	252,201	12.4	208,808	15.5
<b>Agriculture</b>	<b>59,893</b>	<b>1.8</b>	<b>44,578</b>	<b>2.2</b>	<b>15,315</b>	<b>1.1</b>
Crops	42,672	1.3	30,747	1.5	11,925	0.9
Livestock and poultry	9,355	0.3	7,576	0.4	1,779	0.1
Forestry and logging	5,016	0.1	4,106	0.2	910	0.1
Fishing and aquaculture	2,850	0.1	2,149	0.1	701	0.1

Table 3.11 presents the distribution of persons engaged by sub-sectors and type of legal organization. Nearly four-fifths of persons engaged in the mining and quarrying (79.1%) and about half of those engaged in the crop production (52.4%) sub-sectors were engaged in establishments that were operating as Private Limited Companies. About three-quarters of persons engaged in the fishing and aquaculture (74.4%) sub-sector and 70.7 percent of those engaged in ICT were also engaged by establishments that were Private Limited Companies.

Manufacturing is dominated by sole proprietorship establishments and engaged 66.7 percent of persons working in the sub-sector. Similarly, in the livestock and poultry sub-sector, about three-quarters (74.2%) of persons were engaged by Sole Proprietors. More than seven in ten persons engaged in the wholesale and retail (70.5%), food and accommodation (75.9%) and half of persons engaged in the arts and entertainment (51.6%) sub-sectors were working in establishments that operated as Sole Proprietorships.

Public Limited Companies engaged the highest proportion of persons working in the electricity and gas (29.0%) and transport and storage (8.2%) sub-sectors but account for very low proportions of persons engaged in the other sub-sectors (Table 3.11). Establishments operating as partnerships engaged considerable proportions of persons in arts, entertainment and recreation (12.1%) poultry and livestock (11.3%), wholesale and retail trade (11.2%) and food and accommodation (11.1%) and accounted for low proportion of people engaged in other sectors.

**Table 3.11: Persons engaged by sub-sectors and type of legal organization**

Sector/sub sector	Total	Sole Proprietorship	Partnership	Private Limited Company	Public Limited Company	Statutory	Other Gov't Institutions (e.g MDAs)	Quasi Gov't	Parastatal Gov't	Non-Gov't Org. (NGO)	Co-operative	Association/ Groups
<b>Total</b>	<b>3,383,206</b>	<b>48.2</b>	<b>7.3</b>	<b>20.0</b>	<b>1.6</b>	<b>2.0</b>	<b>10.8</b>	<b>1.3</b>	<b>0.4</b>	<b>5.5</b>	<b>0.4</b>	<b>2.6</b>
<b>Industry</b>												
Manufacturing	437,316	66.7	8.1	22.4	1.3	0.0	0.1	0.1	0.1	0.2	0.4	0.6
Mining and quarrying	42,576	13.0	3.8	79.1	3.2	0.0	0.3	0.0	0.1	0.0	0.3	0.2
Electricity and gas	10,810	11.8	6.0	12.7	29.0	6.7	4.7	2.0	27.1	0.0	0.0	0.0
Water supply, sewerage, waste management	35,943	33.9	1.2	2.9	0.6	0.1	0.4	0.1	0.2	0.0	0.0	0.0
<b>Agriculture</b>												
Crops	42,672	28.6	6.6	52.4	1.8	1.5	4.9	0.7	0.5	0.7	2.0	0.2
Livestock and poultry	9,355	74.2	11.3	10.0	0.0	0.1	2.3	0.0	0.0	0.5	0.8	0.9
Forestry and logging	5,016	9.4	6.2	40.6	2.6	18.8	15	1.3	1.1	4.4	0.5	0.0
Fishing and aquaculture	2,850	18.8	6.3	74.4	0.0	0.0	0.3	0.0	0.0	0.0	0.0	0.2
<b>Services</b>												
Construction	87,872	26.8	3.0	65.1	1.4	2.4	1.2	0.0	0.0	0.1	0.0	0.1
Wholesale and retail trade	817,848	70.5	11.2	16.5	0.8	0.0	0.3	0.0	0.0	0.0	0.2	0.4
Transportation and storage	75,270	16.9	7.3	48.7	8.2	1.2	4.1	0.3	0.6	0.3	4.5	7.9
Accommodation and food	190,565	75.9	11.1	11.7	0.3	0.1	0.3	0.2	0.1	0.1	0.1	0.1
Information and communication	39,506	32.3	5.6	51.7	0.8	1.3	5.2	0.1	1.4	0.7	0.1	0.6
Financial and insurance	121,459	22.8	7.0	59.0	4.6	1.3	1.3	0.2	0.3	0.4	2.5	0.5
Real estate	10,410	20.7	4.4	70.7	1.1	0.1	2.2	0.0	0.0	0.0	0.0	0.9
Professional, scientific and technical	79,693	33.8	6.5	45.5	0.7	3.0	8.5	0.8	0.1	0.9	0.0	0.2
Administrative and support service activities	102,673	31.0	5.2	58.9	0.3	1.2	2.1	0.5	0.0	0.6	0.1	0.2
Public administration and defence	170,626	23.4	0.1	1.2	3.7	20.4	47.7	1.3	1.3	0.6	0.1	0.1
Education	477,068	33.3	5.7	5.1	1.4	3.3	44.4	2.9	0.3	2.6	0.1	0.9
Human health and social work	143,008	25.3	6.3	10.2	2.3	2.8	29.6	16.9	1.5	4.7	0.0	0.4
Arts, entertainment and recreation	18,755	51.6	12.1	17.0	2.8	4.0	7.8	0.8	1.6	1.2	0.1	1.2
Other services	461,915	42.4	4.1	2.6	0.2	0.2	0.8	0.1	0.0	34.7	0.2	14.8

### 3.3.3 Status of engagement and sector of employment

Owners of businesses often hire employees to perform day-to-day tasks such as organizing files, accounting and production. Hiring permanent full-time employees is a large commitment, which prompts some companies to hire temporary workers to fulfill specific roles until those roles are no longer necessary. Hiring temporary workers can be advantageous due to the differences in pay and benefits between permanent and temporary employees. Companies hiring temporary workers, either through a staffing company or directly, can save on labor expenses by avoiding the high cost of providing benefits. In addition, temporary positions can help businesses find new permanent workers. On the downside, the companies lose all of the experience and training a temporary worker has amassed once that worker moves on. Consequently, temporary workers do little to improve the company's talent pool.

Table 3.12 indicates that variations exist in the status of engagement of persons across economic sectors and administrative regions. The services sector engaged the highest number of all persons engaged in all regions with the agriculture sector engaging the lowest number. Most workers engaged across sectors and in all regions have permanent employment status. About four-fifths (81.7%) of persons engaged in the agriculture sector and 87.0 percent of those in the services sector as well as 76.2 percent in the industry sector are permanent workers. The Greater Accra region had the highest number of persons engaged in the services sector (1,015,550) of which more than nine out of ten (91.3%) are permanent workers.

The Upper West region engaged the lowest number of persons in the industry (10,752 or 1.7%) and services (50,203 or 1.9%) sectors while the Upper East region engaged the lowest number of persons in the agriculture sector (380 or 0.06%).

**Table 3.12: Number of persons engaged by sector, status of engagement and region**

Region	Sector								
	Agriculture			Industry			Services		
	Total	Perma- nent	Tem- porary	Total	Perma- nent	Tem- porary	Total	Perma- nent	Tem- porary
<b>Total</b>	<b>59,893</b>	<b>48,919</b>	<b>10,974</b>	<b>614,517</b>	<b>468,262</b>	<b>146,255</b>	<b>2,708,796</b>	<b>2,329,459</b>	<b>379,337</b>
Western	9,817	8,256	1,561	73,548	54,140	19,408	251,068	206,210	44,858
Central	3,792	2,913	879	33,928	21,237	12,691	194,358	164,527	29,831
Greater Accra	19,706	18,694	1,012	249,084	213,486	35,598	1,015,550	926,871	88,679
Volta	3,285	2,070	1,215	28,968	20,518	8,450	139,570	116,646	22,924
Eastern	8,655	4,796	3,859	36,380	26,065	10,315	210,604	174,814	35,790
Ashanti	6,983	5,617	1,366	92,463	69,469	22,994	441,025	375,902	65,123
Brong Ahafo	5,135	4,494	641	36,933	24,852	12,081	188,741	154,188	34,553
Northern	1,610	1,374	236	35,319	21,224	14,095	146,446	116,089	30,357
Upper East	380	250	130	17,142	10,229	6,913	71,231	55,536	15,695
Upper West	530	455	75	10,752	7,042	3,710	50,203	38,676	11,527

Table 3.13 presents statistics on the number of persons engaged by region, status of employment and sex. Among permanent workers, the services sector account for more than 80.0 percent across all regions with the exception of Western region where the services sector has 76.8 percent of permanent workers in the region. The largest number of permanent workers (926,871) in the services sector is engaged in the Greater Accra region, made up of 569,639 males and 357,232 females followed by Ashanti Region with 375,902 (212,773 males and 163,129 females).

The Upper West region engaged the smallest number of permanent workers in the services sector with 38,676 persons, made up of 24,699 males and 13,977 females.

The industry sector engaged the next largest number of permanent persons in all regions. The Greater Accra region again engaged the largest number of permanent persons (213,486), consisting of 147,282 males and 66,204 females. This is followed by the Ashanti region with 69,469 persons, of which 48,556 are males and 20,913 are females. The Upper West region engaged the lowest number of permanent persons in the industry sector (7,042), made up of 4,612 males and 2,430 females.

**Table 3.13: Number of persons engaged by type of employment, region and sex**

Region	Permanent				Temporary			
	Total	Percent	Male	Female	Total	Percent	Male	Female
<b>Total</b>	<b>2,846,640</b>	<b>100.0</b>	<b>1,747,532</b>	<b>1,099,108</b>	<b>536,566</b>	<b>100.0</b>	<b>291,500</b>	<b>245,066</b>
<b>Western</b>								
Agriculture	8,256	3.1	5,869	2,387	1,561	2.4	1,202	359
Industry	54,140	20.2	38,056	16,084	19,408	29.5	10,304	9,104
Services	206,210	76.8	121,516	84,694	44,858	68.1	24,157	20,701
<b>Central</b>								
Agriculture	2,913	1.5	2,050	863	879	2.0	569	310
Industry	21,237	11.3	13,088	8,149	12,691	29.2	6,369	6,322
Services	164,527	87.2	92,423	72,104	29,831	68.7	15,473	14,358
<b>Greater Accra</b>								
Agriculture	18,694	1.6	13,511	5,183	1,012	0.8	729	283
Industry	213,486	18.4	147,282	66,204	35,598	28.4	22,114	13,484
Services	926,871	80.0	569,639	357,232	88,679	70.8	48,650	40,029
<b>Volta</b>								
Agriculture	2,070	1.5	1,557	513	1,215	3.7	699	516
Industry	20,518	14.7	13,784	6,734	8,450	25.9	4,265	4,185
Services	116,646	83.8	67,134	49,512	22,924	70.3	12,258	10,666
<b>Eastern</b>								
Agriculture	4,796	2.3	3,858	938	3,859	7.7	3,017	842
Industry	26,065	12.7	16,587	9,478	10,315	20.6	4,824	5,491
Services	174,814	85.0	98,628	76,186	35,790	71.6	18,684	17,106
<b>Ashanti</b>								
Agriculture	5,617	1.2	4,518	1,099	1,366	1.5	1,088	278
Industry	69,469	15.4	48,556	20,913	22,994	25.7	12,651	10,343
Services	375,902	83.4	212,773	163,129	65,123	72.8	34,227	30,896
<b>Brong Ahafo</b>								
Agriculture	4,494	2.4	3,383	1,111	641	1.4	454	187
Industry	24,852	13.5	16,263	8,589	12,081	25.6	5,268	6,813
Services	154,188	84.0	91,798	62,390	34,553	73.1	18,718	15,835
<b>Northern</b>								
Agriculture	1,374	1.0	1,179	195	236	0.5	192	44
Industry	21,224	15.3	13,939	7,285	14,095	31.5	7,052	7,043
Services	116,089	83.7	80,213	35,876	30,357	67.9	19,008	11,349
<b>Upper East</b>								
Agriculture	250	0.4	213	37	130	0.6	80	50
Industry	10,229	15.5	5,825	4,404	6,913	30.4	2,735	4,178
Services	55,536	84.1	34,221	21,315	15,695	69.0	8,656	7,039
<b>Upper West</b>								
Agriculture	455	1.0	358	97	75	0.5	52	23
Industry	7,042	15.3	4,612	2,430	3,710	24.2	1,631	2,079
Services	38,676	83.8	24,699	13,977	11,527	75.3	6,374	5,153

The agriculture sector engaged the lowest number of persons in all the regions with Greater Accra, Western and Ashanti regions engaging the largest number of permanent persons in the sector. The Greater Accra region engaged the highest number (18,694) of permanent workers, representing more than double the number of permanent persons engaged in this sector in the Western region (8,256) which accounted for the second highest number of permanent workers. Ashanti region engaged 5,617 permanent workers, made up of 4,518 males and 1,099 females. The Upper East region engaged the lowest number of permanent workers in the agriculture sector (250 persons) made up of 213 males and 37 females.

The services sector's share of temporary workers across regions ranges from 67.9 percent in the Northern to 75.3 percent in the Upper West region. The industry sector's share of temporary persons engaged across regions also ranges between 20.6 percent in the Eastern region and 31.5 percent in the Northern region, The share of agriculture in temporary engagement of workers is lowest in the Upper West region (0.5%) and highest in the Eastern region (7.7%).

### **3.3.4 Persons engaged in formal and informal establishments**

Formal organisations generally have organisational structure which clearly spells out the job to be performed by each employee, the authority, responsibility assigned to every individual, the superior- subordinate relationship and the designation of every employee in the organisation. This structure is created for achievement of organisational goal. Generally, formal organisation structure usually results in systematic and smooth functioning of an organization which has a relationship with the output or productivity, whereas informal establishments usually gives more importance to satisfaction of individual interest as compared to organisational interest which has an effect on the productivity of establishments. By extension however, formal establishments have the tendency to have more employees than informal which has a great impact on government revenue through the payment of income taxes, cooperate tax as well as employees also having benefits like social security and others.

Figure 3.8 shows the distribution of persons engaged by formal and informal establishments across the three economic sectors. An establishment is considered to be formal if it is registered with the Registrar-General's Department and keeps accounting records managed by a professional; otherwise, it is considered informal.

About six out of every ten persons engaged (59.9%) work in establishments considered as informal while the remaining two-fifths (40.1%) are engaged in formal establishments. Formal establishments accounted for higher share of persons engaged than informal establishments in agriculture while the reverse was the case in the industry and services sectors. Formal establishments engaged over three-quarters (76.0%) of persons in the agriculture sector as against 24 percent engaged by informal establishments. In contrast, informal establishments engaged more than half of the number of persons working in the services (62.1%) and industry (53.8%) sectors.

**Figure 3.8: Share of persons engaged by formal and informal establishments by sector**

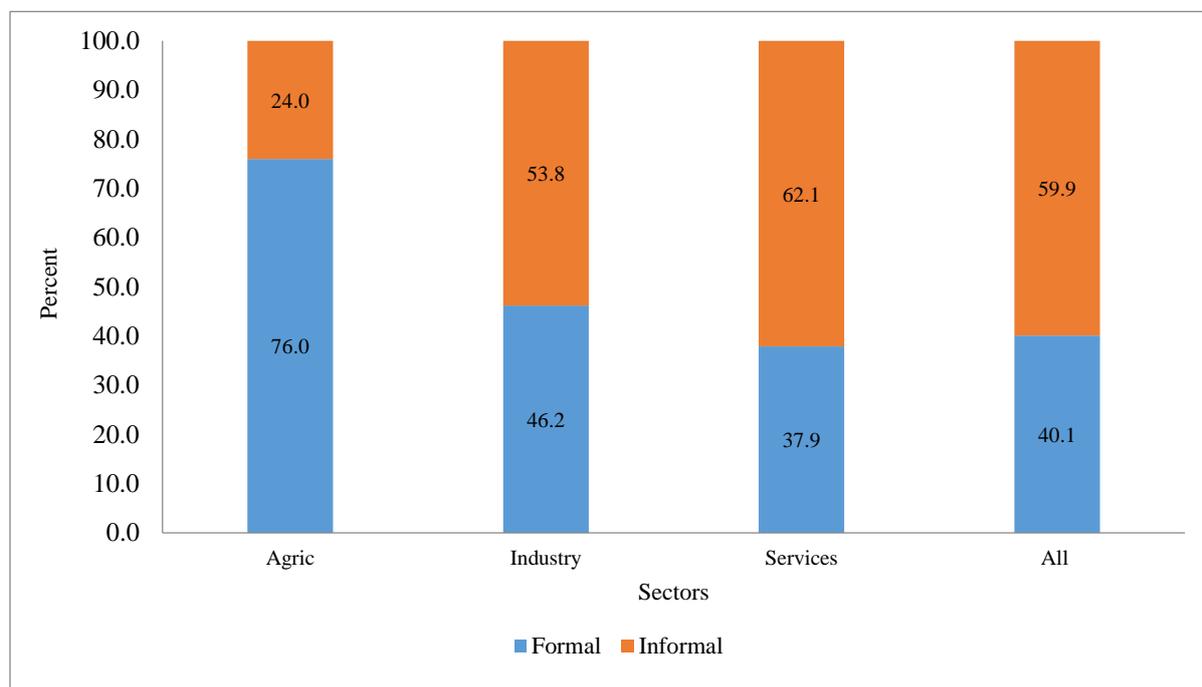


Table 3.14 presents the distribution of persons engaged in formal and informal establishments by sector across administrative regions. Generally, the Greater Accra region engaged the highest number of persons in both formal (804,051 or 59.3%) and informal (480,289 or 23.7%) establishments. This observation is also true for those engaged by establishment in the industry and services sectors. For persons engaged in the agriculture sector, however, while Greater Accra Region engaged the largest number (18,585 or 40.8%) of persons engaged in the formal establishments, Ashanti region had the highest number of persons (3,301 or 23%) engaged by informal establishments (Table 3.14).

**Table 3.14: Number of persons engaged by formal and informal status, sector and region**

Region	All		Agriculture		Industry		Services	
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal
<b>Total</b>	<b>1,355,326</b>	<b>2,027,880</b>	<b>45,512</b>	<b>14,381</b>	<b>283,833</b>	<b>330,684</b>	<b>1,025,981</b>	<b>1,682,815</b>
Western	120,246	214,187	8,451	1,366	41,063	32,485	70,732	180,336
Central	62,025	170,053	2,918	874	10,504	23,424	48,603	145,755
Greater Accra	804,051	480,289	18,585	1,121	176,057	73,027	609,409	406,141
Volta	35,950	135,873	1,931	1,354	5,146	23,822	28,873	110,697
Eastern	66,292	189,347	6,672	1,983	8,907	27,473	50,713	159,891
Ashanti	145,151	395,320	3,682	3,301	24,971	67,492	116,498	324,527
Brong Ahafo	64,727	166,082	2,414	2,721	9,713	27,220	52,600	136,141
Northern	26,904	156,471	466	1,144	3,126	32,193	23,312	123,134
Upper East	19,980	68,773	133	247	2,612	14,530	17,235	53,996
Upper West	10,000	51,485	260	270	1,734	9,018	8,006	42,197

### **3.3.5 Persons engaged and size of establishment**

Table 3.15 shows the distribution of persons engaged by establishment size across the ten administrative regions. Establishment size is categorized into ten based on the number of persons engaged. These are establishments engaging 1-4 persons, 5-9 persons, 10-19 persons up to those which engage 200 or more persons. The number of males engaged is higher than females in all the size classifications except those engaging 1-4 persons where the number of females (487,213) is slightly higher than males (482,468).

In all the regions, small-sized establishments with 1-4 persons engaged more workers than any other size category except in Greater Accra where the number of persons engaged in establishments with 200 and more persons is almost double that of establishments with 1-4 persons. Small sized establishments with 1-4 persons in the Ashanti and Western regions accounted for the second and third highest number of persons (191,861 and 98,194 persons respectively).

The workforce engaged by 1-4 persons sized establishments is generally female dominated. For example, per the regional distribution, five regions, namely Western, Central, Greater Accra, Eastern and Ashanti, have more females than males engaged by 1-4 persons sized establishments while the reverse is true for the other regions. In all the other size categories, there are more males engaged than females.

**Table 3.15: Number of persons engaged by size, sex and region**

Sex/region	Total	Percent	Size of Establishment									
			1 - 4	5 - 9	10 - 14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>All Regions</b>												
<b>Total</b>	<b>3,383,206</b>	<b>100.0</b>	<b>969,681</b>	<b>485,255</b>	<b>256,689</b>	<b>167,016</b>	<b>116,701</b>	<b>81,724</b>	<b>214,763</b>	<b>223,024</b>	<b>214,410</b>	<b>653,943</b>
<i>Male</i>	2,039,032	60.3	482,468	304,780	158,276	102,122	70,810	51,817	137,933	146,849	141,313	442,664
<i>Female</i>	1,344,174	39.7	487,213	180,475	98,413	64,894	45,891	29,907	76,830	76,175	73,097	211,279
<b>Western</b>												
<b>Total</b>	<b>334,433</b>	<b>100.0</b>	<b>98,194</b>	<b>54,695</b>	<b>25,514</b>	<b>15,267</b>	<b>9,334</b>	<b>5,869</b>	<b>16,938</b>	<b>27,212</b>	<b>23,253</b>	<b>58,157</b>
<i>Male</i>	201,104	60.1	48,044	33,176	15,729	9,366	5,816	3,637	10,857	18,175	14,635	41,669
<i>Female</i>	133,329	39.9	50,150	21,519	9,785	5,901	3,518	2,232	6,081	9,037	8,618	16,488
<b>Central</b>												
<b>Total</b>	<b>232,078</b>	<b>100.0</b>	<b>79,936</b>	<b>38,608</b>	<b>22,013</b>	<b>17,414</b>	<b>9,976</b>	<b>4,700</b>	<b>11,874</b>	<b>12,384</b>	<b>11,781</b>	<b>23,392</b>
<i>Male</i>	129,972	56.0	38,372	22,952	13,325	10,225	5,715	2,866	7,017	7,672	7,538	14,290
<i>Female</i>	102,106	44.0	41,564	15,656	8,688	7,189	4,261	1,834	4,857	4,712	4,243	9,102
<b>Greater Accra</b>												
<b>Total</b>	<b>1,284,340</b>	<b>100.0</b>	<b>262,606</b>	<b>111,333</b>	<b>65,387</b>	<b>48,490</b>	<b>38,178</b>	<b>35,450</b>	<b>109,814</b>	<b>94,464</b>	<b>90,576</b>	<b>428,042</b>
<i>Male</i>	801,925	62.4	120,183	75,091	42,215	30,364	23,676	22,890	71,496	62,190	61,100	292,720
<i>Female</i>	482,415	37.6	142,423	36,242	23,172	18,126	14,502	12,560	38,318	32,274	29,476	135,322
<b>Volta</b>												
<b>Total</b>	<b>171,823</b>	<b>100.0</b>	<b>62,429</b>	<b>31,849</b>	<b>17,158</b>	<b>10,234</b>	<b>6,963</b>	<b>3,368</b>	<b>7,432</b>	<b>9,208</b>	<b>10,940</b>	<b>12,242</b>
<i>Male</i>	99,697	58.0	32,103	18,869	10,149	6,124	4,091	2,044	4,842	6,305	7,044	8,126
<i>Female</i>	72,126	42.0	30,326	12,980	7,009	4,110	2,872	1,324	2,590	2,903	3,896	4,116
<b>Eastern</b>												
<b>Total</b>	<b>255,639</b>	<b>100.0</b>	<b>87,158</b>	<b>42,332</b>	<b>23,937</b>	<b>15,723</b>	<b>9,905</b>	<b>5,354</b>	<b>11,619</b>	<b>14,523</b>	<b>18,997</b>	<b>26,091</b>
<i>Male</i>	145,598	57.0	41,367	25,898	13,985	9,143	5,801	3,326	7,384	9,593	12,296	16,805
<i>Female</i>	110,041	43.0	45,791	16,434	9,952	6,580	4,104	2,028	4,235	4,930	6,701	9,286

**Table 3.15: Number of persons engaged by size, sex and region (cont'd)**

Sex/region	Total	Percent	Size of Establishment									
			1-4	5- 9	10-14	15-19	20-24	25-29	30- 49	50- 99	100 -199	200+
<b>Ashanti</b>												
Total	540,471	100	191,861	85,214	45,559	30,488	22,259	14,570	31,529	33,507	29,685	55,799
<i>Male</i>	313,813	58.1	93,199	52,896	27,702	18,444	13,370	9,048	20,125	21,935	19,432	37,662
<i>Female</i>	226,658	41.9	98,662	32,318	17,857	12,044	8,889	5,522	11,404	11,572	10,253	18,137
<b>Brong Ahafo</b>												
Total	230,809	100	74,346	41,817	22,700	13,170	9,716	5,655	11,829	14,269	12,730	24,577
<i>Male</i>	135,884	58.9	39,916	25,441	13,638	8,153	5,732	3,507	7,414	9,358	7,733	14,992
<i>Female</i>	94,925	41.1	34,430	16,376	9,062	5,017	3,984	2,148	4,415	4,911	4,997	9,585
<b>Northern</b>												
<b>Total</b>	<b>183,375</b>	<b>100</b>	<b>64,381</b>	<b>45,464</b>	<b>19,666</b>	<b>8,581</b>	<b>5,472</b>	<b>3,666</b>	<b>7,307</b>	<b>8,376</b>	<b>7,264</b>	<b>13,198</b>
<i>Male</i>	121,583	66.3	42,161	30,466	12,736	5,586	3,520	2,397	4,640	5,597	5,212	9,268
<i>Female</i>	61,792	33.7	22,220	14,998	6,930	2,995	1,952	1,269	2,667	2,779	2,052	3,930
<b>Upper East</b>												
Total	88,753	100	26,699	20,422	8,841	4,660	2,701	1,939	3,978	5,323	6,610	7,580
<i>Male</i>	51,730	58.3	13,410	12,073	5,235	2,877	1,730	1,305	2,551	3,534	4,446	4,569
<i>Female</i>	37,023	41.7	13,289	8,349	3,606	1,783	971	634	1,427	1,789	2,164	3,011
<b>Upper West</b>												
Total	61,485	100	22,071	13,521	5,914	2,989	2,197	1,153	2,443	3,758	2,574	4,865
<i>Male</i>	37,726	61.4	13,713	7,918	3,562	1,840	1,359	797	1,607	2,490	1,877	2,563
<i>Female</i>	23,759	38.6	8,358	5,603	2,352	1,149	838	356	836	1,268	697	2,302

Table 3.16 presents the distribution of persons engaged by size and type of engagement. A higher proportion of persons engaged are in permanent employment across establishment size. With the exception of establishments that engaged 5-9 persons where permanent jobs accounted for about three-quarters (74.7%) of the total number of persons engaged in 2014, more than eight out of every 10 workers are permanently engaged in all the establishment size classifications. Establishments engaging 50-99 persons have the highest proportion of permanent workers (90.4%) compared to all the other size categories.

**Table 3.16: Persons engaged by size and type of engagement**

Size	Total		Permanent		Temporal	
	Number	Percent	Number	Percent	Number	Percent
<b>Total</b>	<b>3,383,206</b>	<b>100.0</b>	<b>2,846,640</b>	<b>84.1</b>	<b>536,566</b>	<b>15.9</b>
1-4	969,681	100.0	789,004	81.4	180,677	18.6
5-9	485,255	100.0	362,572	74.7	122,683	25.3
10-14	256,689	100.0	210,660	82.1	46,029	17.9
15-19	167,016	100.0	142,674	85.4	24,342	14.6
20-24	116,701	100.0	100,673	86.3	16,028	13.7
25-29	81,724	100.0	71,374	87.3	10,350	12.7
30-49	214,763	100.0	191,931	89.4	22,832	10.6
50-99	223,024	100.0	201,533	90.4	21,491	9.6
100-199	214,410	100.0	191,466	89.3	22,944	10.7
200+	653,943	100.0	584,753	89.4	69,190	10.6

### 3.3.6 Size and status of persons engaged

The size of businesses in terms of the number of persons employed has a relationship with the number of permanent or temporary persons employed. From the results, businesses employing 1-4 persons, described as micro sized establishment, provide the highest number of permanent and temporary jobs to households in Ghana, indicating that micro and small-scale businesses play a critical role in providing employment in Ghana. Usually, medium and large scaled establishments that employ a higher number of employees tend to keep more permanent employees than temporary employees, because over time workers are likely to become more efficient and productive due to experience and training acquired either on the job or through external training by their employers.

Table 3.17 reports the distribution of the number of persons engaged by size category, status and administrative region. In all the size categories, more than eight out of ten persons were permanently engaged. Establishments engaging more than 200 persons, for example, have about 90 percent of persons engaged as permanent.

In terms of regional distribution, Greater Accra engaged the highest number of persons (1,284,340), made up of 1,159,051 permanently engaged and temporarily 125,589 engaged persons. This is followed by the Ashanti region with 540,471 persons consisting of 450,988 permanently engaged and 80,483 temporarily engaged workers. The region with the lowest number of persons engaged by size category was the Upper West, which had a total of 61,485 persons made up of 46,173 permanent and 15,312 and temporary workers.

**Table 3.17: Number of persons engaged by size, status and region**

Employment type	Total	0-4	5-9	10-14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>Total</b>	<b>3,383,206</b>	<b>969,681</b>	<b>485,255</b>	<b>256,689</b>	<b>167,016</b>	<b>116,701</b>	<b>81,724</b>	<b>214,763</b>	<b>223,024</b>	<b>214,410</b>	<b>653,943</b>
<i>Permanent</i>	2,846,640	789,004	362,572	210,660	142,674	100,673	71,374	191,931	201,533	191,466	584,753
<i>Temporary</i>	536,566	180,677	122,683	46,029	24,342	16,028	10,350	22,832	21,491	22,944	69,190
<b>Western</b>											
Total	334,433	98,194	54,695	25,514	15,267	9,334	5,869	16,938	27,212	23,253	58,157
<i>Permanent</i>	268,606	75,955	40,004	20,526	12,769	7,985	4,836	14,457	23,895	20,276	47,903
<i>Temporary</i>	65,827	22,239	14,691	4,988	2,498	1,349	1,033	2,481	3,317	2,977	10,254
<b>Central</b>											
Total	232,078	79,936	38,608	22,013	17,414	9,976	4,700	11,874	12,384	11,781	23,392
<i>Permanent</i>	188,677	64,726	29,856	18,767	15,442	8,568	4,087	9,993	10,788	10,473	15,977
<i>Temporary</i>	43,401	15,210	8,752	3,246	1,972	1,408	613	1,881	1,596	1,308	7,415
<b>Greater Accra</b>											
Total	1,284,340	262,606	111,333	65,387	48,490	38,178	35,450	109,814	94,464	90,576	428,042
<i>Permanent</i>	1,159,051	226,581	90,782	56,810	43,354	34,218	32,739	102,871	88,350	83,817	399,529
<i>Temporary</i>	125,289	36,025	20,551	8,577	5,136	3,960	2,711	6,943	6,114	6,759	28,513
<b>Volta</b>											
Total	171,823	62,429	31,849	17,158	10,234	6,963	3,368	7,432	9,208	10,940	12,242
<i>Permanent</i>	139,234	50,168	23,614	14,059	8,655	5,861	2,745	6,360	8,393	9,261	10,118
<i>Temporary</i>	32,589	12,261	8,235	3,099	1,579	1,102	623	1,072	815	1,679	2,124
<b>Eastern</b>											
Total	255,639	87,158	42,332	23,937	15,723	9,905	5,354	11,619	14,523	18,997	26,091
<i>Permanent</i>	205,675	68,782	31,953	20,486	13,396	8,443	4,363	9,830	13,161	16,696	18,565
<i>Temporary</i>	49,964	18,376	10,379	3,451	2,327	1,462	991	1,789	1,362	2,301	7,526
<b>Ashanti</b>											
Total	540,471	191,861	85,214	45,559	30,488	22,259	14,570	31,529	33,507	29,685	55,799
<i>Permanent</i>	450,988	156,768	63,054	37,764	26,436	19,509	12,846	27,810	29,661	26,323	50,817
<i>Temporary</i>	89,483	35,093	22,160	7,795	4,052	2,750	1,724	3,719	3,846	3,362	4,982

**Table 3.17: Number of persons engaged by size, status and region (cont'd)**

Employment type	Total	0-4	5-9	10-14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>Brong Ahafo</b>											
Total	230,809	74,346	41,817	22,700	13,170	9,716	5,655	11,829	14,269	12,730	24,577
<i>Permanent</i>	183,534	58,592	29,443	18,144	11,054	8,240	4,750	9,615	12,351	10,807	20,538
<i>Temporary</i>	47,275	15,754	12,374	4,556	2,116	1,476	905	2,214	1,918	1,923	4,039
<b>Northern</b>											
Total	183,375	64,381	45,464	19,666	8,581	5,472	3,666	7,307	8,376	7,264	13,198
<i>Permanent</i>	138,687	51,152	31,407	13,625	5,970	4,033	2,745	5,678	7,138	6,234	10,705
<i>Temporary</i>	44,688	13,229	14,057	6,041	2,611	1,439	921	1,629	1,238	1,030	2,493
<b>Upper East</b>											
Total	88,753	26,699	20,422	8,841	4,660	2,701	1,939	3,978	5,323	6,610	7,580
<i>Permanent</i>	66,015	19,445	13,393	6,209	3,398	2,083	1,464	3,303	4,781	5,530	6,409
<i>Temporary</i>	22,738	7,254	7,029	2,632	1,262	618	475	675	542	1,080	1,171
<b>Upper West</b>											
Total	61,485	22,071	13,521	5,914	2,989	2,197	1,153	2,443	3,758	2,574	4,865
<i>Permanent</i>	46,173	16,835	9,066	4,270	2,200	1,733	799	2,014	3,015	2,049	4,192
<i>Temporary</i>	15,312	5,236	4,455	1,644	789	464	354	429	743	525	673

Table 3.18 generally reports that in state-owned establishments, higher proportions of the persons engaged were permanent across all size categories. For example, out of a total of 486,588 persons engaged in state-owned establishments, 439,626 representing 89.8 percent were permanent workers, with the remaining 10.2 percent engaged as temporary workers. In all the size categories, there were more permanent persons engaged in 2014 compared to those in temporary engagement.

A similar pattern is observed for privately-owned establishments with more permanent workers engaged than temporary workers. Of the total number of 2,896,618 persons engaged in privately owned establishments, 2,407,014 (or 83.1%) were permanently engaged, with less than one-fifth (16.9%) being engaged as temporary workers. Again, in all the size categories, more workers were engaged permanently compared to those engaged on a temporary basis.

**Table 3.18: Number of persons engaged by size, type of employment and ownership of establishment**

Characteristics	Size of establishment										
	Total	1 - 4	5 - 9	10 - 14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>Total</b>	<b>3,383,206</b>	<b>969,681</b>	<b>485,255</b>	<b>256,689</b>	<b>167,016</b>	<b>116,701</b>	<b>81,724</b>	<b>214,763</b>	<b>223,024</b>	<b>214,410</b>	<b>653,943</b>
<i>Permanent</i>	2,846,640	789,004	362,572	210,660	142,674	100,673	71,374	191,931	201,533	191,466	584,753
<i>Temporary</i>	536,566	180,677	122,683	46,029	24,342	16,028	10,350	22,832	21,491	22,944	69,190
<b>State-owned</b>											
<b>Total engaged</b>	<b>486,588</b>	<b>14,758</b>	<b>54,655</b>	<b>57,378</b>	<b>42,885</b>	<b>24,750</b>	<b>14,530</b>	<b>32,321</b>	<b>52,934</b>	<b>73,217</b>	<b>119,160</b>
<i>Permanent</i>	439,626	12,761	48,609	52,433	40,227	22,682	13,199	29,232	48,605	66,825	105,053
<i>Temporary</i>	46,962	1,997	6,046	4,945	2,658	2,068	1,331	3,089	4,329	6,392	14,107
<b>Private-owned (including PPP)</b>											
<b>Total engaged</b>	<b>2,896,618</b>	<b>954,923</b>	<b>430,600</b>	<b>199,311</b>	<b>124,131</b>	<b>91,951</b>	<b>67,194</b>	<b>182,442</b>	<b>170,090</b>	<b>141,193</b>	<b>534,783</b>
<i>Permanent</i>	2,407,014	776,243	313,963	158,227	102,447	77,991	58,175	162,699	152,928	124,641	479,700
<i>Temporary</i>	489,604	178,680	116,637	41,084	21,684	13,960	9,019	19,743	17,162	16,552	55,083

### 3.3.7 Persons engaged and skill type

Skills mean application of knowledge, wisdom and dexterity to specific elements of one’s work assignments. The transition from product economy to service economy has not lessened reliance on skills. Companies always hire specific abilities that achieve profitable results. These include physical or intellectual, technical or social, mathematical or linguistic skills. The more skilled employees an establishment has, the more productive they are and thus more value addition.

Figure 3.9 presents information on the distribution of persons engaged by sector and skill levels. Of the 3,383,206 persons engaged, 2,651,099, representing 78.4 percent, were skilled workers while the remaining 732,107 (or 21.6%) were unskilled workers. Skilled workers constituted 71.7 percent of total number of persons engaged in the industry sector compared with 28.3 percent of the unskilled workforce. In the services sector, skilled workers accounted for about four-fifths (79.9%) of the total number of people engaged in the sector as against 20.1 percent unskilled workers. In the agriculture sector, 78.7 percent of persons engaged are skilled while 21.3 percent are unskilled.

**Figure 3.9: Persons engaged by skill type and sector of employment**

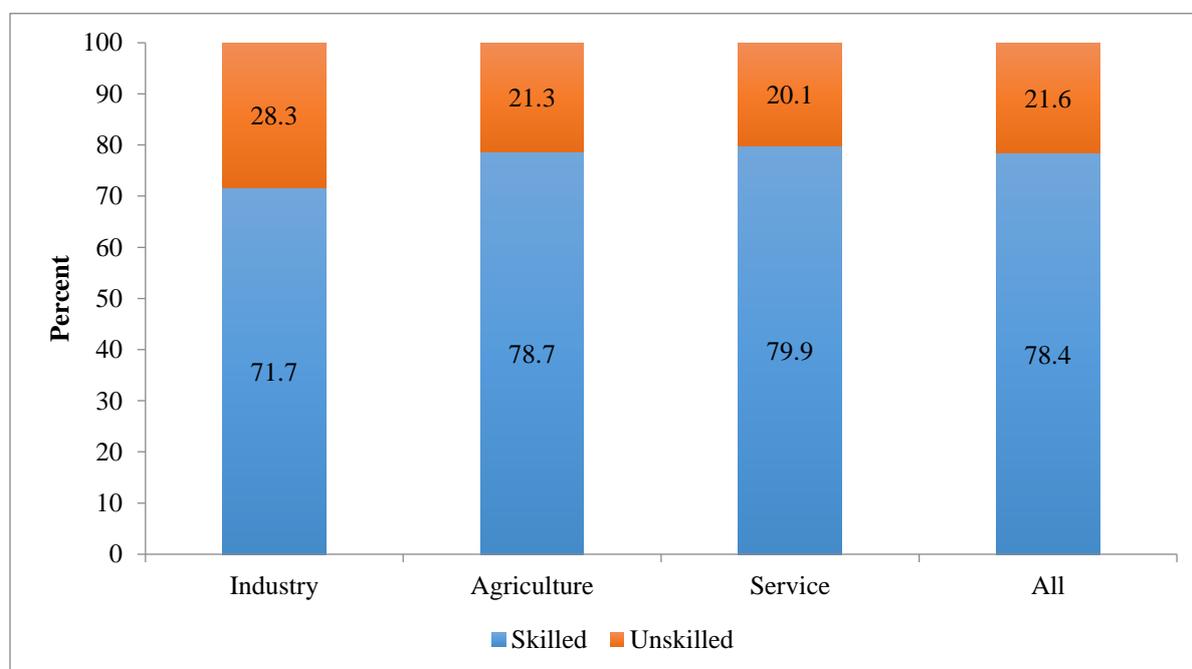


Table 3.19 shows the number of persons engaged by sector, skill and region. In all the regions, the services sector accounted for the highest share of the total number of people engaged followed by the industry sector, with the agriculture sector having the least share. Across all regions, the share of the services sector in the number of persons engaged ranges between 75.1 percent in the Western region and 83.7 percent in the Central region. The largest share of agriculture (3.4%) in total number of persons engaged was recorded in the Eastern region while the Upper East region reported the lowest share (0.4%) of the total number of people engaged in the sector. Western region reported the largest share of the number of persons engaged in the industry sector (22.0%).while the lowest share of 14.2 percent was recorded in the Eastern region.

There are more skilled persons engaged than unskilled in all the three sectors and across all regions. The Greater Accra region accounted for the highest number (873,380) of skilled persons in the services sector followed by Ashanti region with 345,144 skilled persons. The Upper West region recorded the lowest number of skilled persons (34,006) in the services sector. The number of skilled persons engaged in the industry sector ranges from 209,739 in the Greater Accra region to 6,193 persons in the Upper West region. The agriculture sector engaged the least number of skilled persons in all regions. The highest number of skilled persons engaged in the agriculture sector (18,535) was reported in the Greater Accra region while the Upper East region recorded the lowest number of persons (253) engaged as skilled workers in the sector.

The largest number of unskilled persons was engaged in the services sector as is the case for unskilled persons. The Greater Accra region engaged the highest number of unskilled persons (142,170) followed by Ashanti and Western regions with 95,881 and 69,438 unskilled persons respectively. The three regions account for a little more than half of the establishments in the country and 82 percent of the establishments in the services sector. This could explain the high numbers of skilled and unskilled persons engaged in the sector.

**Table 3.19: Persons engaged by sector, skill level and region**

Region/Sector	Total		Skill level	
	Number	Percent	Skilled	Unskilled
<b>Total</b>	<b>3,383,206</b>	<b>100</b>	<b>2,651,099</b>	<b>732,107</b>
<b>Western</b>				
Agriculture	9,817	2.9	8,281	1,536
Industry	73,548	22	50,430	23,118
Services	251,068	75.1	181,630	69,438
<b>Central</b>				
Agriculture	3,792	1.6	3,201	591
Industry	33,928	14.6	20,039	13,889
Services	194,358	83.7	152,547	41,811
<b>Greater Accra</b>				
Agriculture	19,706	1.5	18,535	1,171
Industry	249,084	19.4	209,739	39,345
Services	1,015,550	79.1	873,380	142,170
<b>Volta</b>				
Agriculture	3,285	1.9	2,138	1,147
Industry	28,968	16.9	20,700	8,268
Services	139,570	81.2	116,824	22,746
<b>Eastern</b>				
Agriculture	8,655	3.4	4,226	4,429
Industry	36,380	14.2	23,156	13,224
Services	210,604	82.4	158,190	52,414
<b>Ashanti</b>				
Agriculture	6,983	1.3	4,903	2,080
Industry	92,463	17.1	60,434	32,029
Services	441,025	81.6	345,144	95,881

**Table 3.19: Persons engaged by sector, skill level and region (cont'd)**

Region/Sector	Total		Skill level	
	Number	Percent	Skilled	Unskilled
<b>Brong Ahafo</b>				
Agriculture	5,135	2.2	4,163	972
Industry	36,933	16	21,425	15,508
Services	188,741	81.8	139,555	49,186
<b>Northern</b>				
Agriculture	1,610	0.9	1,024	586
Industry	35,319	19.3	19,653	15,666
Services	146,446	79.9	110,122	36,324
<b>Upper East</b>				
Agriculture	380	0.4	253	127
Industry	17,142	19.3	9,043	8,099
Services	71,231	80.3	51,728	19,503
<b>Upper West</b>				
Agriculture	530	0.9	437	93
Industry	10,752	17.5	6,193	4,559
Services	50,203	81.7	34,006	16,197

Table 3.20 shows the distribution of persons engaged by skill type and size of establishment across regions. In general, establishments of all sizes and across all the ten administrative regions engaged more skilled persons than unskilled persons. Skilled persons constitute 78.4 percent of the total number of persons engaged by all establishments compared with 21.6 percent of unskilled persons. Establishments with 1-4 persons engaged the highest number of skilled workers (765,877) followed by those engaging 200 or more persons with 571,684 skilled persons. The least number of skilled persons were engaged by establishments that engaged 25-29 workers (65,492).

The highest number of unskilled persons (203,804) was also engaged by small sized-establishments employing 1-4 persons. This is followed by establishments in the 5-9 size category with 170,958 persons while the least number of unskilled persons was engaged by establishments that employed 25-29 persons.

Table 3.20 further shows that Greater Accra region engaged the highest number of both skilled and unskilled persons followed by the Ashanti region, with the Upper West region engaging the least number of both skilled and unskilled persons.

**Table 3.20: Number of persons engaged by size, skill and region**

Region/type	Size of establishment											
	Total	Percent	1-4	5-9	10-14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>All</b>	<b>3,383,206</b>	<b>100.0</b>	<b>969,681</b>	<b>485,255</b>	<b>256,689</b>	<b>167,016</b>	<b>116,701</b>	<b>81,724</b>	<b>214,763</b>	<b>223,024</b>	<b>214,410</b>	<b>653,943</b>
<i>Skilled</i>	2,651,099	78.4	765,877	314,297	185,568	130,045	92,417	65,492	170,578	181,507	173,634	571,684
<i>Unskilled</i>	732,107	21.6	203,804	170,958	71,121	36,971	24,284	16,232	44,185	41,517	40,776	82,259
<b>Western</b>												
Total engaged	334,433	100.0	98,194	54,695	25,514	15,267	9,334	5,869	16,938	27,212	23,253	58,157
<i>Skilled</i>	240,341	71.9	73,254	32,492	17,045	10,957	6,992	4,307	12,346	20,430	16,398	46,120
<i>Unskilled</i>	94,092	28.1	24,940	22,203	8,469	4,310	2,342	1,562	4,592	6,782	6,855	12,037
<b>Central</b>												
Total engaged	232,078	100.0	79,936	38,608	22,013	17,414	9,976	4,700	11,874	12,384	11,781	23,392
<i>Skilled</i>	175,787	75.7	63,676	26,214	16,869	14,594	7,856	3,725	8,669	9,362	9,272	15,550
<i>Unskilled</i>	56,291	24.3	16,260	12,394	5,144	2,820	2,120	975	3,205	3,022	2,509	7,842
<b>Greater Accra</b>												
Total engaged	1,284,340	100.0	262,606	111,333	65,387	48,490	38,178	35,450	109,814	94,464	90,576	428,042
<i>Skilled</i>	1,101,654	85.8	212,417	80,830	51,397	40,084	32,090	29,347	91,034	83,885	82,610	397,960
<i>Unskilled</i>	182,686	14.2	50,189	30,503	13,990	8,406	6,088	6,103	18,780	10,579	7,966	30,082
<b>Volta</b>												
Total engaged	171,823	100.0	62,429	31,849	17,158	10,234	6,963	3,368	7,432	9,208	10,940	12,242
<i>Skilled</i>	139,662	81.3	53,673	23,172	13,748	8,572	5,778	2,885	6,159	7,413	8,600	9,662
<i>Unskilled</i>	32,161	18.7	8,756	8,677	3,410	1,662	1,185	483	1,273	1,795	2,340	2,580
<b>Eastern</b>												
Total engaged	255,639	100.0	87,158	42,332	23,937	15,723	9,905	5,354	11,619	14,523	18,997	26,091
<i>Skilled</i>	185,572	72.6	65,499	26,593	17,388	12,189	7,474	4,053	8,616	11,325	14,153	18,282
<i>Unskilled</i>	70,067	27.4	21,659	15,739	6,549	3,534	2,431	1,301	3,003	3,198	4,844	7,809
<b>Ashanti</b>												
Total engaged	540,471	100.0	191,861	85,214	45,559	30,488	22,259	14,570	31,529	33,507	29,685	55,799
<i>Skilled</i>	410,481	75.9	150,866	53,162	32,977	23,103	17,557	11,829	24,843	26,351	22,834	46,959
<i>Unskilled</i>	129,990	24.1	40,995	32,052	12,582	7,385	4,702	2,741	6,686	7,156	6,851	8,840

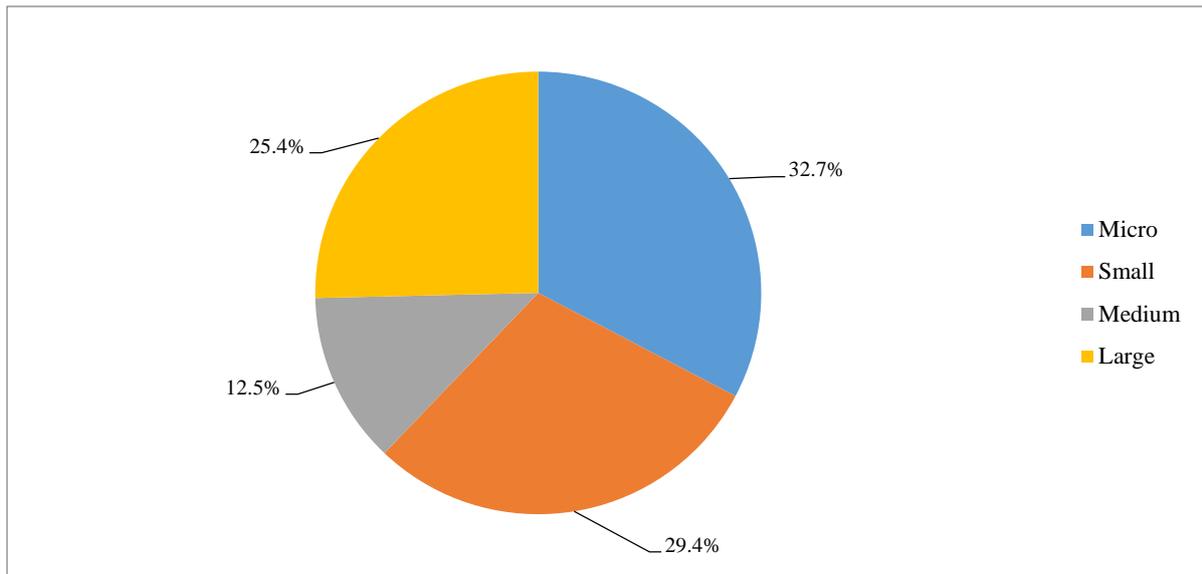
**Table 3.20: Number of persons engaged by size, skill and region (cont'd)**

Region/type	Total	Percent	Size of establishment									
			1-4	5-9	10-14	15-19	20-24	25-29	30-49	50-99	100-199	200+
<b>Brong Ahafo</b>												
Total engaged	119,364	100.0	55,222	24,338	10,106	4,532	3,056	1,532	3,928	4,775	5,334	6,541
<i>Skilled</i>	41,980	35.2	8,199	7,285	4,936	2,690	2,084	1,023	2,984	3,440	4,269	5,070
<i>Unskilled</i>	77,384	64.8	47,023	17,053	5,170	1,842	972	509	944	1,335	1,065	1,471
<b>Northern</b>												
Total engaged	183,375	100.0	64,381	45,464	19,666	8,581	5,472	3,666	7,307	8,376	7,264	13,198
<i>Skilled</i>	130,799	71.3	52,441	28,072	12,046	5,593	3,762	2,648	5,435	6,025	4,964	9,813
<i>Unskilled</i>	52,576	28.7	11,940	17,392	7,620	2,988	1,710	1,018	1,872	2,351	2,300	3,385
<b>Upper East</b>												
Total engaged	88,753	100.0	26,699	20,422	8,841	4,660	2,701	1,939	3,978	5,323	6,610	7,580
<i>Skilled</i>	61,024	68.8	19,692	12,085	5,635	3,148	1,891	1,401	3,099	4,087	4,851	5,135
<i>Unskilled</i>	27,729	31.2	7,007	8,337	3,206	1,512	810	538	879	1,236	1,759	2,445
<b>Upper West</b>												
Total engaged	61,485	100.0	22,071	13,521	5,914	2,989	2,197	1,153	2,443	3,758	2,574	4,865
<i>Skilled</i>	40,636	66.1	16,480	7,301	3,519	2,097	1,621	739	1,768	2,188	1,771	3,152
<i>Unskilled</i>	20,849	33.9	5,591	6,220	2,395	892	576	414	675	1,570	803	1,713

### 3.3.8 Large, Medium, Small and Micro (LMSM) establishments

Establishments can be grouped into four main size categories as large, medium, small and micro. Figure 3.10 shows the percentage distribution of persons engaged by size of establishment. Micro-sized establishments accounted for the highest number of persons engaged by all establishments (32.7%) followed by small-sized establishments with 29.4 percent. The large and medium-sized establishments engaged 25.4 percent and 12.5 percent of the total number of persons in all establishments respectively.

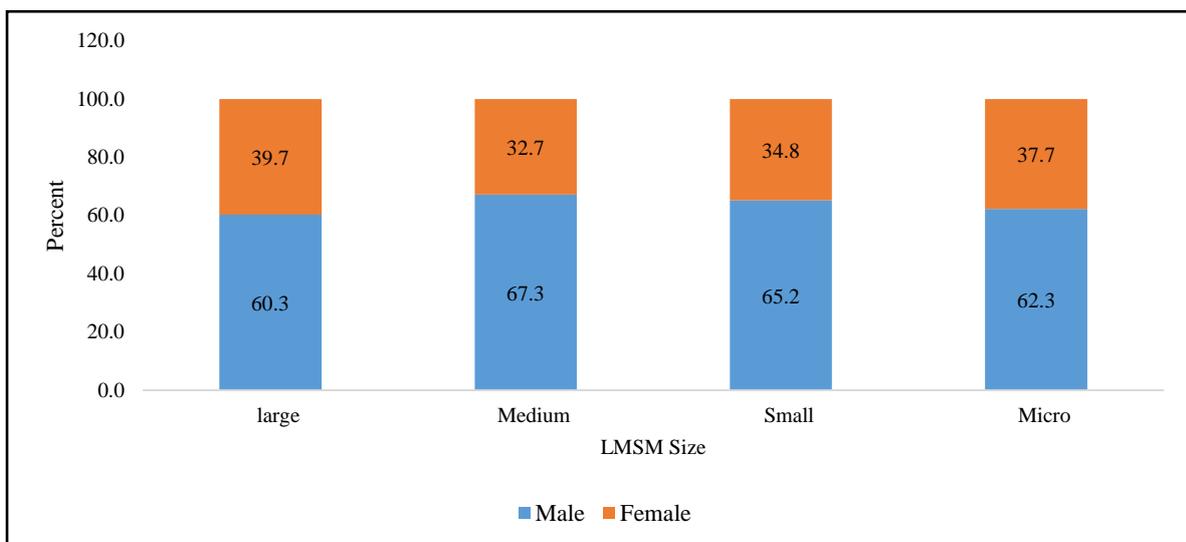
**Figure 3.10: Persons engaged by LMSM classification**



### 3.3.9 Persons engaged in LMSM

Figure 3.11 presents the distribution of persons engaged in LMSM by sex. In all the size classifications, more males than females were engaged. Nearly, two-thirds (62.3%) of persons engaged in micro-sized establishments are males while 37.7 percent are females.

**Figure 3.11: Persons engaged in LMSM by sex**

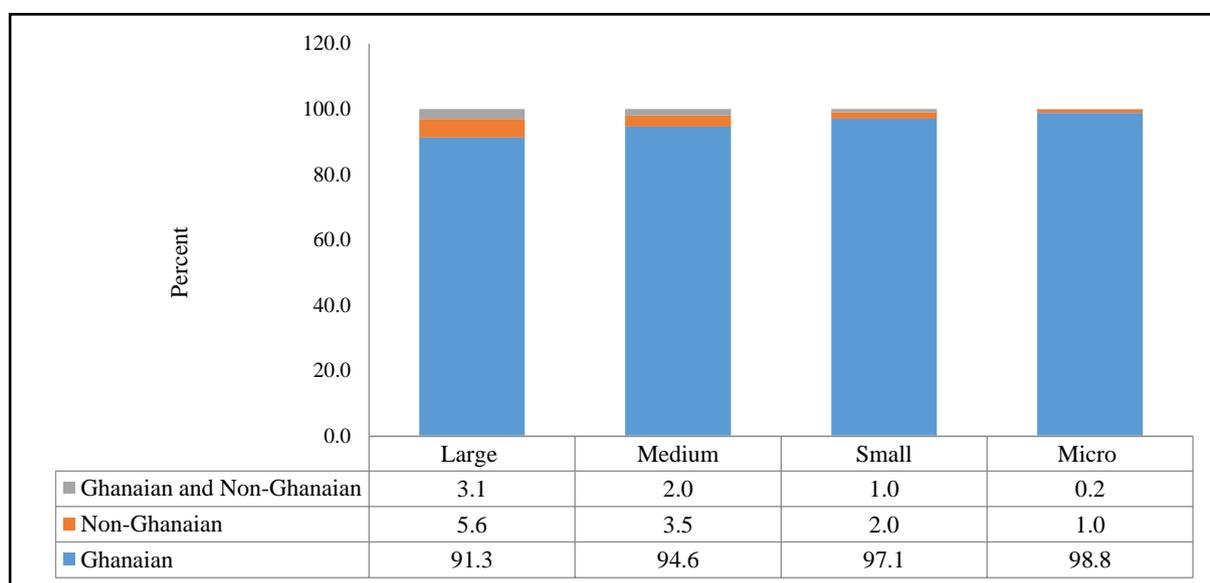


In the large-sized establishments, 60.3 percent of persons engaged are males while females constitute about two-fifth (39.7%). Males account for 67.3 percent of persons engaged by medium-sized establishments while females account for 32.7 percent.

Figure 3.12 shows the distribution of the nationality of owners of establishments and persons engaged in those establishments. Majority of persons engaged are in establishments owned by Ghanaians. Micro-sized establishments owned by Ghanaians engaged the highest (98.8%) proportion of workers. Non-Ghanaian and joint ownership establishments do not, however, engage many persons probably due to the fact that there are only a few of them (1.2%).

In large-sized establishments, non-Ghanaian and jointly owned establishments accounted for 5.6 percent and 3.1 percent respectively of the total number of persons engaged. The Figure further shows that large-sized establishments owned by non-Ghanaians engaged the highest proportion of persons (5.6%) employed in large-sized establishments.

**Figure 3.12: Persons engaged by LMSM and nationality of owners**



### 3.3.10 Persons engaged and status of engagement

Figure 3.13 shows that most people engaged across all establishment sizes are permanent workers. The share of permanent workers among the total number of persons engaged is highest in medium-sized establishments (89.9%) followed by large-sized establishments, with 89.5 percent of persons in permanent employment. Micro-sized establishments accounted for the lowest share of permanent workers (80.1%).

The highest share of temporary workers was engaged by micro-sized establishments (19.9%) followed by small-sized establishments (18.4%). One out of every ten persons engaged by large- and medium-sized establishments is in temporary employment.

**Figure 3.13: Persons engaged by LMSM and type of employment**

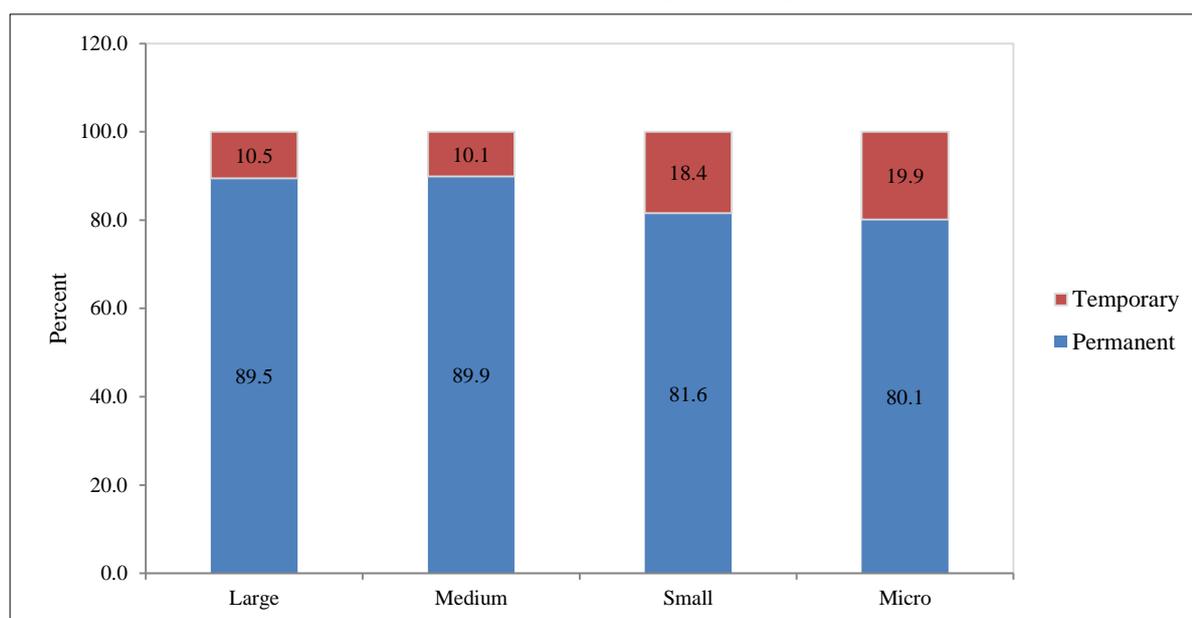


Table 3.21 shows the number of persons engaged by region, type of engagement and LMSM classifications. Micro-sized establishments engaged a total of 1,106,971 persons of which 886,956 are permanent workers and 220,015 are temporarily engaged. Micro-sized establishments in the Greater Accra region engaged the highest number of persons (259,141 or 26.7%) of which 252,066 are permanent and 43,075 temporary. This is followed by the Ashanti region which engaged 216,576 persons (19.6%) consisting of 174,254 permanent workers and 42,322 persons in temporary engagement. Upper West region engaged the lowest number of 25,751 persons, made up of 19,325 persons in permanent engagement and 6,426 temporary workers.

Small-sized establishments engaged a total of 994,395 persons of which 81.6 percent were permanently compared to 18.4 percent in temporary employment. Small-sized establishments in Greater Accra engaged the highest number of persons (274,733), representing 27.6 percent of the total number persons engaged by small-sized establishments. Ashanti region follows with a total of 177,785 (17.9%) persons engaged by small-sized establishments. while the Upper West region engaged the lowest number of persons (22,484), representing 2.3 percent. In all the regions, small-sized establishments engaged higher numbers of permanent workers compared to temporary workers.

Medium-sized establishments engaged 423,587 persons comprising 380,674 (89.9%) permanent workers and 42,913 (10.1%) temporary workers. The Greater Accra region accounted for the highest share (47.3%) of the total number of persons engaged by medium-sized establishments followed by Ashanti region with 62,326 (or 14.7%). The Upper West region had the lowest share (1.4%) of persons engaged by medium-sized establishments. Across all the ten regions, medium-sized establishments engaged higher numbers of permanent workers than temporary workers.

In the case of large-sized establishments, 858,253 persons were engaged of which 767,944 (89.5%) had permanent status while the remaining 6,141 (10.5%) were engaged as temporary workers. Nearly six out of every ten persons engaged in large-sized establishments were found in the Greater Accra region with one out of every ten (9.8%) employed persons in the Ashanti region. Less than one percent (0.9%) of the total number of persons engaged by the large-sized establishments, representing the lowest share, is located in the Upper West region.

**Table 3.21: Persons engaged by LSM, type of engagement and region**

Region	LMSM							
	Micro				Small			
	Number	Percent	Permanent	Temporary	Number	Percent	Permanent	Temporary
<b>Total</b>	<b>1,106,971</b>	<b>100.0</b>	<b>886,956</b>	<b>220,015</b>	<b>994,395</b>	<b>100.0</b>	<b>811,066</b>	<b>183,329</b>
Western	113,689	10.3	86,386	27,303	97,494	9.8	77,673	19,821
Central	90,736	8.2	72,507	18,229	83,741	8.4	70,458	13,283
Greater Accra	295,141	26.7	252,066	43,075	274,733	27.6	240,087	34,646
Volta	71,294	6.4	56,397	14,897	61,577	6.2	49,458	12,119
Eastern	98,798	8.9	76,942	21,856	87,531	8.8	72,175	15,356
Ashanti	216,576	19.6	174,254	42,322	177,785	17.9	145,927	31,858
Brong Ahafo	85,576	7.7	66,054	19,522	84,048	8.5	65,958	18,090
Northern	77,246	7.0	60,030	17,216	71,304	7.2	49,882	21,422
Upper East	32,164	2.9	22,995	9,169	33,698	3.4	23,555	10,143
Upper West	25,751	2.3	19,325	6,426	22,484	2.3	15,893	6,591

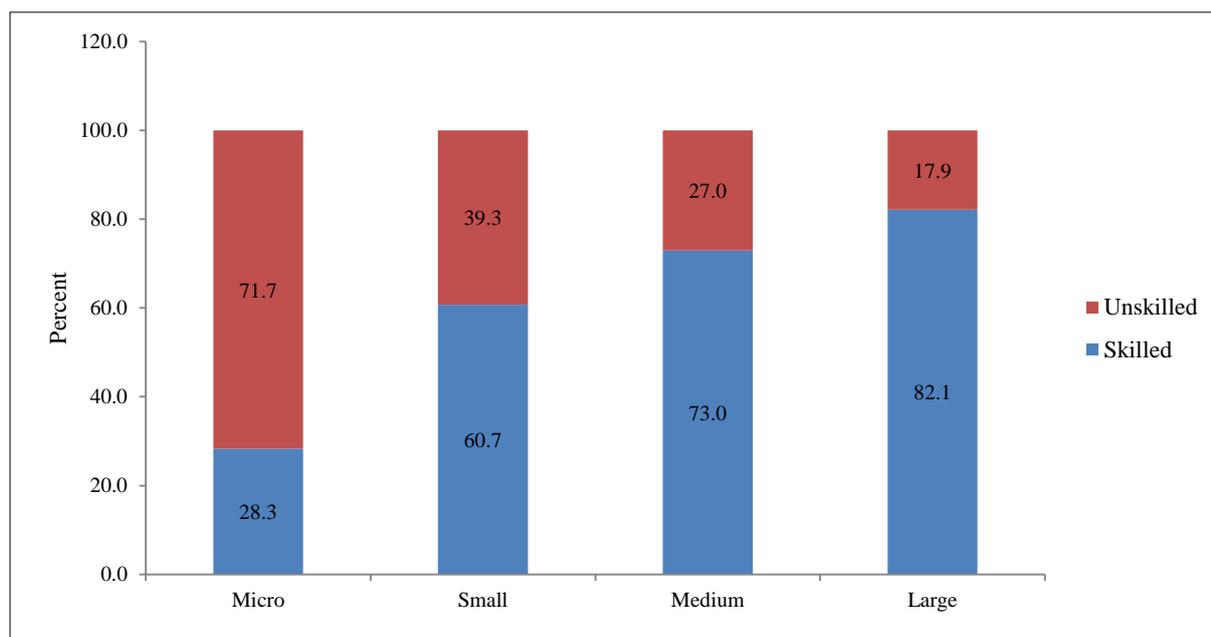
  

Region	LMSM							
	Medium				Large			
	Number	Percent	Permanent	Temporary	Number	Percent	Permanent	Temporary
<b>Total</b>	<b>423,587</b>	<b>100.0</b>	<b>380,674</b>	<b>42,913</b>	<b>858,253</b>	<b>100.0</b>	<b>767,944</b>	<b>90,309</b>
Western	43,040	10.2	37,293	5,747	80,210	9.3	67,254	12,956
Central	22,828	5.4	19,646	3,182	34,773	4.1	26,066	8,707
Greater Accra	200,148	47.3	187,280	12,868	514,318	59.9	479,618	34,700
Volta	16,170	3.8	14,284	1,886	22,782	2.7	19,095	3,687
Eastern	25,222	6.0	21,925	3,297	44,088	5.1	34,633	9,455
Ashanti	62,326	14.7	55,083	7,243	83,784	9.8	75,724	8,060
Brong Ahafo	24,478	5.8	20,680	3,798	36,707	4.3	30,842	5,865
Northern	14,463	3.4	11,936	2,527	20,362	2.4	16,839	3,523
Upper East	9,001	2.1	7,733	1,268	13,890	1.6	11,732	2,158
Upper West	5,911	1.4	4,814	1,097	7,339	0.9	6,141	1,198

### 3.3.11 Skill level of persons engaged in LSM sized establishments

Figure 3.14 depicts the skill level of the persons engaged by large, medium, small and micro sized establishments. Large-sized establishments engaged the highest number of skilled persons (82.1%) while micro-sized establishments engaged the highest number of unskilled persons (71.7%). The number of unskilled persons engaged declines with increasing size of establishment while the reverse is the case for the engagement of skilled persons.

**Figure 3.14: Skill level of persons engaged by LMSM**



The distribution of persons engaged by establishments (LMSM) by skill type and region is presented in Table 3.22. The highest number of persons engaged by micro-sized establishments (295,141) are in the Greater Accra region, of which 235,121 (79.7%) are skilled and 60,020 (20.3%) are unskilled. The Ashanti region follows with 216,576 employed persons comprising 165,912 (76.6%) skilled and 50,664 (23.4%) unskilled workers. The lowest number of persons engaged by micro-sized establishments (25,751) was recorded in the Upper West region, categorized into 18,524 skilled persons and 7,227 unskilled workers.

Of the 274,733 persons engaged by small-sized establishments in the Greater Accra region (which is the highest among the ten regions), skilled workers constitute 217,574 or 79.2 percent as against 57,159 (1.8%) unskilled persons. Ashanti region recorded the second highest number of persons engaged by small-sized establishments (177,785), made up of 126,819 (71.3%) skilled workers and 50,966 unskilled workers. Small-sized establishments in the three northern regions engaged low numbers of persons, with the Upper West recording the lowest number (22,484) of persons engaged by small-sized establishments of which 13,552 were skilled and 8,932 were unskilled persons.

The highest number of skilled and unskilled persons engaged by medium-sized establishments was also recorded in the Greater Accra region followed by the Ashanti region. The two regions together accounted for 221,235 skilled (64.8%) and 41,239 (50.2%) unskilled workers engaged by medium-sized establishments. Upper West region had the lowest number of skilled workers (3,727) as well as the lowest number of unskilled workers (2,164) engaged by medium sized establishments.

Similarly, the highest number of skilled (478,915) and unskilled (37,403) persons engaged by large establishments was in the Greater Accra region. The Ashanti region recorded the second highest number of skilled workers (68,559) engaged by large establishments while the Western region had the second highest number of unskilled workers (18,293) engaged by large establishments.

Again, Upper West region reported the lowest number of both skilled (4,833) and unskilled (2,506) workers engaged by large establishments.

**Table 3.22: Number of persons engaged by LSM establishments by skill type and region**

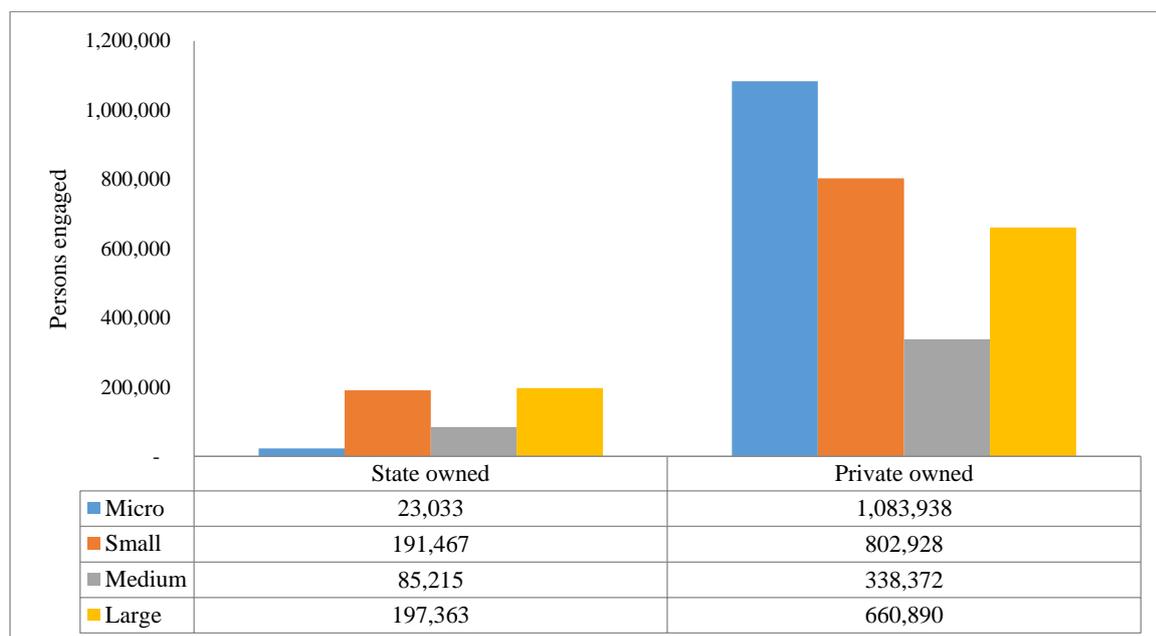
Region	Total	Skilled	Unskilled
<b>All</b>	<b>3,383,206</b>	<b>2,651,099</b>	<b>732,107</b>
<b>Western</b>			
<i>Micro</i>	113,689	82,207	31,482
<i>Small</i>	97,494	64,358	33,136
<i>Medium</i>	43,040	31,859	11,181
<i>Large</i>	80,210	61,917	18,293
<b>Central</b>			
Micro	90,736	70,604	20,132
Small	83,741	63,458	20,283
Medium	22,828	17,148	5,680
Large	34,773	24,577	10,196
<b>Greater Accra</b>			
Micro	295,141	235,121	60,020
Small	274,733	217,574	57,159
Medium	200,148	172,044	28,104
Large	514,318	476,915	37,403
<b>Volta</b>			
Micro	71,294	59,989	11,305
Small	61,577	48,629	12,948
Medium	16,170	13,062	3,108
Large	22,782	17,982	4,800
<b>Eastern</b>			
Micro	98,798	72,502	26,296
Small	87,531	62,031	25,500
Medium	25,222	19,080	6,142
Large	44,088	31,959	12,129
<b>Ashanti</b>			
Micro	216,576	165,912	50,664
Small	177,785	126,819	50,966
Medium	62,326	49,191	13,135
Large	83,784	68,559	15,225
<b>Brong Ahafo</b>			
Micro	85,576	64,323	21,253
Small	84,048	56,077	27,971
Medium	24,478	17,856	6,622
Large	36,707	26,887	9,820
<b>Northern</b>			
Micro	77,246	60,643	16,603
Small	71,304	44,808	26,496
Medium	14,463	10,671	3,792
Large	20,362	14,677	5,685
<b>Upper East</b>			
Micro	32,164	23,027	9,137
Small	33,698	21,354	12,344
Medium	9,001	6,837	2,164
Large	13,890	9,806	4,084
<b>Upper West</b>			
Micro	25,751	18,524	7,227
Small	22,484	13,552	8,932
Medium	5,911	3,727	2,184
Large	7,339	4,833	2,506

The distribution of persons engaged according to establishment size and ownership type is shown in Figure 3.15. The two main types of ownership are state and privately owned. Micro-sized establishments with private ownership engaged the highest number of persons (1,083,938 or 37.6%) followed by small-sized establishments, with 802,928 persons. Medium-sized establishments recorded the lowest number (338,372 or 11.7%) of persons engaged by privately owned establishments.

The largest number of persons engaged by state owned establishments was recorded by large-sized establishments (197,363) followed by small-sized establishments which engaged 191,467 persons. Micro-sized establishments owned by the state engaged the smallest number of persons (23,033). Generally, the number of persons engaged by the privately-owned establishments was far greater than that engaged by establishments owned by the state across all the size categories.

Analysis of the two types of ownership clearly shows that the private sector has a lot to offer in terms of engagement of persons in the various establishment size classifications. In this regard, the strengthening of the private sector by successive governments is likely to deepen further in the future, with the sector taking a centre stage in the provision of jobs. For instance, with the recent proliferation of microfinance and ‘susu’ companies, if a conducive business environment is created, private sector establishments will continue to lead in the recruitment of more persons to help reduce the level of unemployment in the country.

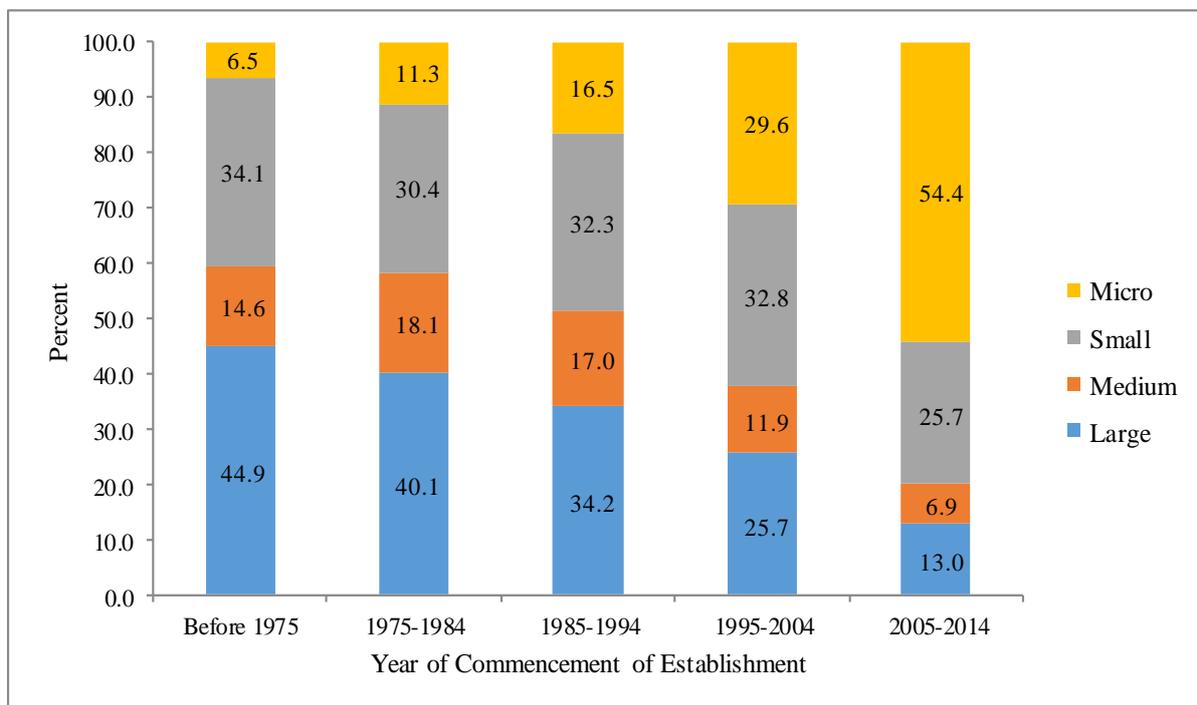
**Figure 3.15: Persons engaged by LMSM and type of ownership of establishment**



### 3.3.12 Persons engaged and year of commencement of establishment

Figure 3.16 presents information on persons engaged by year of commencement of establishment. Generally, it is expected that among large-sized establishments, the older establishments will engage relatively higher number of persons than younger or newer ones (2005-2014). Indeed, large-sized establishments accounted for the largest share (44.9%) of the number of persons engaged by establishments that commenced operations before 1975. On the other hand, when examined by age of establishment, the newer micro-sized establishments accounted for a larger share of the number of persons engaged compared with the older micro-sized establishments. Thus, more than half of the persons engaged in establishments that began operations during 2005-2014 period are in the micro-sized category (54.4%) and the share declines as the establishments become older.

**Figure 3.16: Persons engaged by year of commencement of LMSM**



## **CHAPTER FOUR**

### **SUMMARY, CONCLUSIONS AND RECOMMENDATIONS**

#### **4.1 Introduction**

This chapter presents a summary of the key findings emanating from the data analysis for Phase I of the Integrated Business Establishment Survey (IBES). The main objective for producing this report is to bring to the fore what kind of jobs are Ghanaian workers are doing, which sectors and regions contribute to generating employment in Ghana, and the status of their employment. The findings are outlined with respect to some employment characteristics of the persons engaged in non-household establishments. The chapter also draws conclusions and offers some policy recommendations.

#### **4.2 Summary and conclusions**

Generally, newly established micro-establishments engaged more persons than the older ones. Analysis of persons engaged by ownership type shows that larger proportions of persons are engaged in privately-owned establishments than state-owned establishments. In terms of the sex distribution, more males than females are engaged in both state-owned and private establishments. The large majority of persons engaged by the establishments are Ghanaians. The proportion of Ghanaians engaged is also significantly higher than non-Ghanaians across the three economic sectors. Ghanaian owned establishments also accounted for the majority of persons engaged.

Of the total number of persons engaged, establishments that operate as sole proprietorships engaged nearly half. The wholesale and retail trade sub-sector engaged the largest number of persons among all sub-sectors. A significantly higher proportion of persons were engaged on permanent rather than on temporary basis. A higher proportion of persons are also engaged in informal establishments compared to formal establishments. The agricultural sector has a lower share of informal establishments while the services and industry sectors have higher shares of informal establishments. The services sector engaged the highest number of skilled workers followed by the industry sector. For unskilled workers, the reverse is the case, with the services sector engaging the lowest number of unskilled persons.

Generally, the proportion of males engaged is higher than females in all the establishment size classifications. In all the different size classifications, persons permanently engaged constitute a higher proportion than those in temporary engagement. Permanent workers account for the largest share in medium-sized establishments followed by large-sized establishments. Large establishments engaged the largest number of skilled persons while micro-sized establishments engaged the largest number of unskilled persons.

Large-sized establishments accounted for the largest share of the number of persons engaged by older establishments while micro-sized establishments have the greatest share of persons engaged by establishments that began operation in the most recent period (2005-2014) and generally the share declines as the establishments become older.

### **4.3 Policy implications and recommendations**

The workforce gender gap in favour of males shows low female engagement in non-household establishments. This calls for introduction of policies such as Active Labour Market Policies (ALMP) that will encourage women to participate in the labour market to bridge the gap.

The dominant role of the private sector in employment by non-household establishments confirms the assertion that the private sector is the “engine of growth” for the Ghanaian economy. Government must, therefore, boost investor confidence by creating an enabling environment that will encourage more private sector participation for the development of the country. Given the proliferation of microfinance and ‘susu’ companies in recent times, a conscious and persistent effort to create a conducive business environment will encourage private sector establishments to continue to lead in the engagement of more persons to reduce unemployment in the country and lower poverty levels.

The high proportion of persons engaged in the wholesale and retail trade sub-sector is an indication of the pervasiveness of domestic trading activities in the economy. With the low manufacturing base of the economy, this observation is largely an outcome of the high import-driven activity, with implications for exchange rate depreciation and adverse balance of payment consequences.

The manufacturing sub-sector needs government’s intervention to supporting local industries, especially the young ones through subsidies to enable them compete with the old establishments since, according to the findings, majority of persons engaged are found in establishments that commenced business in the most recent period (2005-2014).

Results of the IBES show a considerable number of unskilled persons engaged in the non-household establishments, with negative implications for firm productivity. The need to train the workforce to improve on their skill levels and become more productive is now quite imperative. Training can have a significant and positive impact on an organization’s turnover rate. Training employees reinforces their sense of value and through training, employers help employees to achieve institutional goals and ensure they have a solid understanding of their job requirements.

Finally, the results of the census reveal the low participation of foreigners in the Ghanaian economy in terms of ownership of establishments. Consequently, the government needs to formulate prudent macroeconomic policies that will attract Foreign Direct Investment (FDI) and capital in-flows to create more jobs in the country.

# APPENDICES

**Table A1: IBES - Business register questionnaire**





## GHANA STATISTICAL SERVICE BUSINESS REGISTER QUESTIONNAIRE

*Your Business Counts, Let It be Counted*

**MARKING INSTRUCTIONS**  
PLEASE PRINT IN BLOCK LETTERS ONLY  
WITHIN THE BOX. SEE EXAMPLE ON THE RIGHT →  
PLEASE USE **BALL PEN** ONLY

A	B	C	D	E	TICK BOX LIKE THIS / WRITE CODE IN BOX (WHERE APPROPRIATE)
5	4	7	9	8	

2

Reference Number    Reg. Code    District Code    EZ Code    Est. Code

-  -  -

**SECTION A: IDENTIFICATION OF ESTABLISHMENT**

**A1: Establishment Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**A2: Region Name**

**A3: District Name**

**A4: Region Code**     **A5: District Code**     **A6: EZ Code**     **A7: Est Code**

**A8: Town Name**     **A9: Town Code**

**A10: Suburb / Estate / Residential Area (E.G. FREE PIPE, ABEKA)**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**A11: Street Address (E.G. 121 FANOFA ROAD)**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**A12: Exact Location of Establishment (E.G. NII LANTEY'S HOUSE BEHIND L/A PRIMARY SCHOOL)**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**A13: Type of Structure (WRITE CODE)**

1. Movable  
2. Non-Movable

**SECTION B: CONTACT INFORMATION OF ESTABLISHMENT**

**B1: Post Office Box Number**     **B2: Town of Post Office**

**B3: Telephone Number**     **B4: Mobile Number**     **B5: Fax Number**

**B6: Email**

**B7: Website**

**SECTION C: HEAD OFFICE INFORMATION**

**C1: FORM OF ORGANIZATION (WRITE CODE)**

1. Head Office (Owns and controls other estab.)      3. Subsidiary (Owned and controlled by another estab.)  
2. Single Estab. (Neither controls nor is controlled by another establishment)      GO TO C11 IF RESPONSE IS 1 OR 2

**C2: Name of Head Office**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**C3: District Name of Head Office**     **C4: District Code**

Reference Number 

Reg. Code	District Code	EZ Code	Est. Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

C5: Town Name of Head Office 

<input type="text"/>
----------------------

 C6: Town Code 

<input type="text"/>
----------------------

C7: Telephone Number 

<input type="text"/>
----------------------

 C8: Mobile Number 

<input type="text"/>
----------------------

C9: Email 

<input type="text"/>
----------------------

C10: Website 

<input type="text"/>
----------------------

C11: Type of Ownership (WRITE CODE) 

<input type="text"/>
----------------------

- 1. State-Owned
- 2. Private Owned
- 3. Public Private Partnership (PPP) (IF OPTION 1, SKIP TO C15)

C12: Which of the following Institutions have you registered with? (MULTIPLE RESPONSES ARE ALLOWED, PLEASE TICK)

- 1. Ghana Revenue Authority
- 2. Registrar General's Department
- 3. District Assembly
- 4. Environmental Protection Agency
- 5. Other (Specify).....
- 6. Yet to Register

C13: Owner's Nationality (WRITE CODE) 

<input type="text"/>
----------------------

- 1. Ghanaian
- 2. Non-Ghanaian
- 3. Ghanaian & Non-Ghanaian

IF NON-GHANAIAN, STATE NATIONALITY (IES):

- 1:..... 

<input type="text"/>	<input type="text"/>
----------------------	----------------------
- 2:..... 

<input type="text"/>	<input type="text"/>
----------------------	----------------------
- 3:..... 

<input type="text"/>	<input type="text"/>
----------------------	----------------------
- 4:..... 

<input type="text"/>	<input type="text"/>
----------------------	----------------------
- 5:..... 

<input type="text"/>	<input type="text"/>
----------------------	----------------------

FOR OFFICE USE

C14: How many people own this establishment?

- 1. Total 

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------
- 2. Male 

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------
- 3. Female 

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

C15: Type of Legal Organisation (WRITE CODE) 

<input type="text"/>
----------------------

- 1. Sole Proprietorship
- 2. Partnership
- 3. Private Limited Company
- 4. Public Limited Company
- 5. Statutory body
- 6. Other Government Institutions (MDA's etc)
- 7. Quasi Government
- 8. Parastatal Government
- 9. Non Government Organization (NGO)
- 10. Cooperative
- 11. Association / Groups

**SECTION D: PRINCIPAL ACTIVITY (IES) (PLEASE SPECIFY NOT MORE THAN THREE, WHERE APPLICABLE)**

D1: State clearly the Principal Activity of the Establishment (THE ACTIVITY THAT ACCOUNTS FOR THE LARGEST SHARE OF THE VALUE OF OUTPUT / MAIN PURPOSE FOR WHICH THE ESTABLISHMENT EXISTS)

<input type="text"/>
----------------------

D3: State clearly the Second Important Activity of the Establishment (THE ACTIVITY THAT ACCOUNTS FOR THE 2ND LARGEST SHARE OF THE VALUE OF OUTPUT)

<input type="text"/>
----------------------

D5: State clearly the Third Important Activity of the Establishment (THE ACTIVITY THAT ACCOUNTS FOR THE 3RD LARGEST SHARE OF THE VALUE OF OUTPUT)

<input type="text"/>
----------------------

FOR OFFICE USE

D2: ACTIVITY CODE

<input type="text"/>
----------------------

D4: ACTIVITY CODE

<input type="text"/>
----------------------

D6: ACTIVITY CODE

<input type="text"/>
----------------------

Reference Number    Reg. Code    District Code    EZ Code    Est. Code  
  -   -   -

Indicate Sub-Sector of Principal Activity (WRITE APPROPRIATE CODE IN THE BOX)

<p>D7: Sub-Sector in Industry <input type="text"/></p> <p>1. Manufacturing</p> <p>2. Mining &amp; Quarrying</p> <p>3. Electricity &amp; Gas</p> <p>4. Water Supply, Sewerage, Waste Management</p> <p>5. Construction</p>	<p>D8: Sub-Sector in Services <input type="text"/></p> <p>1. Wholesale &amp; Retail Trade</p> <p>2. Transportation &amp; Storage</p> <p>3. Accommodation &amp; Food storage</p> <p>4. Information &amp; Communication</p> <p>5. Financial &amp; Insurance</p> <p>6. Real Estate</p> <p>7. Professional, Scientific &amp; Technical</p> <p>8. Administrative &amp; Support Service Activities</p> <p>9. Public Administration &amp; Defence</p> <p>10. Education</p> <p>11. Human Health &amp; Social Work</p> <p>12. Arts, Entertainment &amp; Recreation</p> <p>13. Other Services</p> <p>14. Household Employers</p> <p>15. Extraterritorial Organizations</p>	<p>D9: Sub-Sector in Agriculture <input type="text"/></p> <p>1. Crops</p> <p>2. Livestock</p> <p>3. Forestry &amp; Logging</p> <p>4. Fishing &amp; Aquaculture</p>
---	--	--

**EMPLOYMENT DATA**

REPORT EMPLOYMENT ONLY FOR YOUR ESTABLISHMENT (LOCATION). IF IN A HEAD OFFICE, REPORT EMPLOYMENT ONLY FOR THE HEAD OFFICE.

NUMBER OF PERSONS ENGAGED INCLUDES WORKING PROPRIETORS, UNPAID FAMILY WORKERS, PERMANENT, CASUAL AND TEMPORARY STAFF AND PART-TIME WORKERS. EXCLUDE WORKERS PAID BY EXTERNAL CONTRACTORS EVEN THOUGH THEIR WORK TAKE PLACE IN YOUR ESTABLISHMENT. FOR EXAMPLE, EMPLOYEES OF A CONTRACTED SECURITY AGENCY.

**SECTION E: PERSONS ENGAGED**

E1: How many persons were engaged in the activities of the Establishment as at 31st August, 2014

TOTAL	PERMANENT	TEMPORARY
<input type="text"/>	<input type="text"/>	<input type="text"/>

CLASSIFY THE NUMBER OF PERSONS ENGAGED AS FOLLOWS:

	PERMANENT		TEMPORARY	
	MALE	FEMALE	MALE	FEMALE
E2: Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
E3: Ghanaian	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
E4: Non-Ghanaian	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SECTION F: SKILL LEVELS OF PERSONS ENGAGED**

STATE FOR EACH SKILL LEVEL, THE NUMBER OF PERSONS ENGAGED IN THE ACTIVITIES OF THE ESTABLISHMENT DURING THE LAST PAY PERIOD NEAREST TO 31ST AUGUST, 2014

**WORKERS DIRECTLY INVOLVED IN PRODUCTION OF GOODS AND SERVICES**

F1: Skilled Workers

F2: Unskilled Workers

F3: Apprentices (Learners)

**WORKERS NOT DIRECTLY INVOLVED IN PRODUCTION OF GOODS AND SERVICES**

F4: Managerial, Professional and Administrative

F5: Other Workers

