



**MINISTRY OF EMPLOYMENT
& LABOUR RELATIONS**

2016

**STATISTICAL
REPORT**



PREPARED BY

THE RSIM DIRECTORATE



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PREFACE

Decision making in the Public Sector and, to a large extent, development initiatives could either have a positive or negative impact, with the former being preferred. It is therefore very pertinent that all decisions are sound and have positive impact on the livelihood of the target group. The best way is to ensure that the desires and aspirations underlying such decisions are achieved through reliance on data/statistics, especially administrative data, which most often points decision-makers towards a particular direction where issues need to be looked at critically. Without adequate, reliable and timely data, policies/programmes/projects may not achieve their desired results no matter their best intentions.

In order to ensure successful planning, programming and policy formulation, the Ministry of Employment and Relations (MELR) saw the need to compile, on an annual basis, a comprehensive Statistical Report, not only for evidence-based labour-related planning and policy formulation, but also to serve as a means of showcasing the achievements of the various Departments and Agencies in the Sector. This Report therefore presents the collated data/statistics generated by the MELR and its Departments/Agencies.

The first edition of the Statistical Report was distributed in December 2015, based on data generated by the Ministry and its Departments/Agencies in the preceding year (2014). The MELR has since institutionalized the development of the Annual Statistical Report; thus it is expected to be produced every year.

The MELR has received positive feedback on the relevance of previous editions of the Report and recommendations on how to further improve upon subsequent editions of the document.

Consequently, the 2016 Statistical Report has taken steps to address the short-comings of the previous Reports, as well as build on their successes both in scope and content. The development of the 2016 Report is in fulfilment of a strategic and significant requirement of collating critical information and data reflecting trends and developments in the Sector annually. It is also a manifestation of the Ministry's resolve to adopt an evidence-based approach to addressing the challenges in the Sector. Through this practical approach, the Ministry is assured that meaningful interventions by both Government and Social Partners would be rolled out to sustainably address problems of the Sector relating to issues pertaining to employment and labour relations.

In view of the fact that the Report is validated by stakeholders, it is the anticipation of the Ministry that the 2016 Statistical Report will, as envisioned, serve as an important source of reference and also contribute significantly to the Ministry's policy objective of achieving full, decent, productive and freely chosen employment.

HON. IGNATIUS BAFFOUR AWUAH (MP)
MINISTER, MELR



ACKNOWLEDGEMENTS

The Ministry of Employment and Labour Relations (MELR) wishes to express its appreciation to all who have contributed in varied ways to the production and dissemination of the third edition of the Ministry's flagship Annual Statistical Report (i.e. 2016 Statistical Report on the activities of the Ministry, its Departments and Agencies).

The MELR acknowledges the instrumental role played by its Sector Departments and Agencies in the successful development and validation of this Report.

Additionally, the MELR wishes to recognize the support of the World Bank and the Ghana Statistical Service (GSS) for making resources available under the Ghana Statistics Development Project (GSDP) towards the development (drafting, validation) and publication of this Statistical Report.

The MELR is positive that the 2016 Statistical Report, just as the ones before it, will be of immense benefit to all stakeholders; and will also help exhibit the achievements of the Ministry, its Departments and Agencies towards fulfilling the country's development agenda.



TABLE OF CONTENTS

PREFACE	i
ACKNOWLEDGEMENTS	ii
LIST OF FIGURES	iv
LIST OF ABBREVIATIONS	vi
EXECUTIVE SUMMARY	1
1.0 INTRODUCTION	4
2.0 BACKGROUND	4
3.0 OBJECTIVE	10
4.0 SCOPE OF WORK	10
5.0 METHODOLOGY	10
6.0 PRESENTATION OF DATA	11
6.1 National Daily Minimum Wage, Base Pay and Migration onto the Single Spine Salary Structure	11
6.2 Labour Inspections and Employment Registration	12
6.3 Occupational Safety and Health (OSH)	20
6.4 Employment Creation	25
6.5 Skills Training and Development	34
6.6 Pensions Regulation	42
6.7 Labour Complaints and Disputes Regulation	45
7.0 CONCLUSION	49
APPENDICES	50
GLOSSARY	72



LIST OF FIGURES

Figure 1: Number of Employees migrated onto the Single Spine Salary Structure	12
Figure 2: Labour Inspection by Region	12
Figure 3: PEAs Employment Services by Country	16
Figure 4: Registration of New Premises by Location	20
Figure 5: Routine Inspection of Registered Workplaces by Region	22
Figure 6: Severity of Reported Accidents by Age Group	22
Figure 7: Reported vs. Investigated Accidents	24
Figure 8: OSH Talks and Training by Region	24
Figure 9: Newly Registered Co-operatives by Sector	25
Figure 10: Registered Co-operatives (Cumulative) by Sector	26
Figure 11: Registered Co-operatives by Region	27
Figure 12: Number of Groups organised into Co-operatives	31
Figure 13: Training in Bookkeeping by Region	31
Figure 14: Number of Co-operative Society members trained, 2016	34
Figure 15: Nationality of Trainees of MDPI (2014-2016)	41
Figure 16: Contributors to SSNIT Pension Schemes	42
Figure 17: Active Establishments under the SSNIT Pension Schemes	42
Figure 18: Tiers 2 & 3 Service Providers	43
Figure 19: Number of Complaints/Petitions Received by NLC	45



LIST OF TABLES

Table 1: Functions and Type of Data Collected by the Sector	5
Table 2: Registration, Placements and Live Register (Unemployed)	13
Table 3: Registration, Placements and Live Register (Unemployed) by Sex	14
Table 4: Regional Distribution of Vacancies notified by Industry	14
Table 5: Vacancies notified by Industry and classified by Sector	15
Table 6: Work Accidents and Reported Claims by Region	18
Table 7: Work Accidents and Reported Claims by Industry	18
Table 8: Work Accidents and Reported Claims by Sector	19
Table 9: Labour Clearance Certificates Issued by Region	19
Table 10: Registration of New Premises by Industry	20
Table 11: Shops/Offices Inspection by Region	21
Table 12: Reported Accidents by Sex	23
Table 13: Investigation of Reported Accidents	23
Table 14: OSH Talks and Training by Industry	25
Table 15: Registered Co-operatives by Region and Sector	28
Table 16: Inspection/Auditing of Co-operative Societies by Sector	29
Table 17: Membership Strength of Co-operative Societies by Region	30
Table 18: Number of People Employed by Co-operative Societies	30
Table 19: Capital Base of Co-operative Societies by Sector	32
Table 20: Membership Strength by Region	33
Table 21: Capital Base of Co-operative Societies by Sector	33
Table 22: Training Sessions by Region	34
Table 23: Master Crafts Persons Registered, Trained, Accredited and Monitored	35
Table 24: Summary of Examinations Conducted	35
Table 25: Trainees in Various Trades	36
Table 26: Short Courses	37
Table 27: Current vs. Ideal Instructional Staff Strength of NVTI by Trades	37
Table 28: Trainee Population by Trades	39
Table 29: Instructional Staff of ICCES (2014-2016)	40
Table 30: Instructional Staff of MDPI (2014-2016)	41
Table 31: Training provided by GCCo	42
Table 32: Tiers 2 & 3 Service Providers	43
Table 33: Coverage of Schemes as at 31 st December, 2016	44
Table 34: Asset Portfolio for Tier 1 and Tier 2 as at 31 st December, 2016	44
Table 35: Number of and Amount Paid to Beneficiaries by Sector	44
Table 36: Type of Complaints/Petitions received by Region	47



LIST OF ABBREVIATIONS

DFI	-	Department of Factories Inspectorate
DOC	-	Department of Co-operatives
FWSC	-	Fair Wages and Salaries Commission
GCCo	-	Ghana Co-operatives College
GCC	-	Ghana Co-operatives Council
GLMIS	-	Ghana Labour Market Information System
GSDP	-	Ghana Statistics Development Project
GSS	-	Ghana Statistical Service
ICCES	-	Integrated Community Centres for Employable Skills
ILO	-	International Labour Organisation
LD	-	Labour Department
LFS	-	Labour Force Survey
MCP	-	Master Crafts Person
MDAs	-	Ministries, Departments and Agencies
MDPI	-	Management Development and Productivity Institute
MELR	-	Ministry of Employment and Labour Relations
NDMW	-	National Daily Minimum Wage
NLC	-	National Labour Commission
NPRA	-	National Pensions Regulatory Authority
NTC	-	National Tripartite Committee
NVTI	-	National Vocational Training Institute
OIC, G	-	Opportunities Industrialisation Centre, Ghana
OSH	-	Occupational Safety and Health
PEAs	-	Private Employment Agencies
PECs	-	Public Employment Centres
RSIM	-	Research, Statistics and Information Management
SDGs	-	Sustainable Development Goals
SSNIT	-	Social Security and National Insurance Trust
SSSS	-	Single Spine Salary Structure
YEA	-	Youth Employment Agency



EXECUTIVE SUMMARY

The use of administrative data for policy making has received a significant boost with the adoption of the Sustainable Development Goals (SDGs) in Ghana from 1st January, 2016. More than half of the data requirements for the SDG Tier 1 & 2 indicators are expected to be drawn from the administrative data of Ministries, Departments and Agencies (MDAs), for reporting on the SDGs. In this light, the Ministry of Employment and Labour Relations (MELR) has the mandate to advise Government on matters relating to employment and labour, as well as to ensure the formulation of policies, programmes and activities based on comprehensive employment and labour data/statistics from robust, timely and reliable administrative data of its Departments and Agencies.

The MELR has, since the inception of the Ghana Statistics Development Project (GSDP) in September 2014 successfully developed and published two Statistical Reports (*i.e.* 2014 and 2015) to ensure that data on activities of the Ministry, its Departments and Agencies are monitored, evaluated and disseminated, to enable assessment of the progress of implementation of policies, laws and programmes of the Departments and Agencies under the Ministry.

To ensure that accurate and reliable data are collected, collated and presented to stakeholders, the Research, Statistics and Information Management (RSIM) Directorate updated and validated the customised data collection templates designed for the 2015 Statistical Report taking into consideration comments, suggestions, feedback and recommendations of all stakeholders especially the data generators themselves, *i.e.* the Departments/Agencies. The templates were then forwarded to the respective Departments and Agencies to populate and re-submit for use in the production of the 2016 Statistical Report.

The 2016 Statistical Report reveals that the Minimum Wage for 2016 was increased from GH¢7.00 in 2015 to GH¢8.00 in 2016, with the base pay increased from GH¢6.02 in 2015 to GH¢6.62, a difference of GH¢0.60.

The introduction of the Single Spine Salary Structure (SSSS) in 2010 in the Public Sector saw a significant number of Public Sector workers migrated onto the SSSS by 2013. The Fair Wages and Salaries Commission (FWSC) was expected to migrate 143 Public Service Institutions onto the SSSS by the end of 2016 but 139 Institutions had actually been migrated. Four (4) Institutions are yet to be migrated due to various reasons. The Institutions are the Fair Wages and Salaries Commission, the Ghana Audit Service, the Ghana Revenue Authority and the Parliamentary Service. Whereas the migration of the Ghana Audit Service, the Ghana Revenue Authority and the Parliamentary Services is on hold, that of Fair Wages and Salaries Commission is in progress.

The Labour Department (LD) data covers labour inspections and employment registration; wages and salaries inspections; employment services by Public Employment Centres (PECs); collection of data on employment services rendered by Private Employment Agencies (PEAs); registration of Private Employment Agencies; Workplace Complaints/Disputes; Workplace Accidents and Reported Claims. The PECs registered 16,219 Job Seekers for



employment in 2016 relative to 23,571 in 2015. Of the 16,219 Job Seekers registered, 2,321 were placed in employment with 3,898 on the live register (unemployed). The PEAs registered and secured employment for 2,372 Ghanaian workers consisting of 1,069 males and 1,303 females. They were placed in employment abroad by the PEAs in 2016, an increase of about 53% more than those employed through the PEAs in 2015. Workplace Accidents and Reported Claims by Region and Industry have declined over the years.

The Department of Factories Inspectorate (DFI) registered 356 new premises in 2016, a 23.44% decline in registration relative to 2015. Registration of new premises by Region over the years increased in 2015 compared to 2014 and later declined in 2016. The total number of shops/offices routinely inspected was low in 2014; it however increased in 2015 but fell in 2016. Males dominate in reported accidents compared to females throughout 2014 to 2016, with the highest recorded in 2016. At least more than 50% of reported accidents were investigated. OSH talks and training saw a decline in 2016 of about 11.29% relative to 55.8% in 2015.

The Department of Co-operatives, which sees to the formation, registration, inspection and auditing of Co-operative Societies, registered a total of 809 new Co-operatives. The Agricultural Co-operatives registered a total of 647 new Co-operatives, with the Financial Co-operatives registering 120 new Co-operatives. The Service Co-operatives and the Industrial Co-operatives registered 22 and 20 new Co-operatives respectively. Over the past three (3) years, there has been a general increase in the number of newly registered Co-operatives, especially with the Agricultural Co-operatives, which increased from 454 in 2014 to 638 in 2015 and further to 647 in 2016. The number of newly registered Service Co-operatives fell by 50% from 44 in 2015 to 22 in 2016. The registration of Co-operatives has seen increases over the period, with the Agricultural Co-operatives registering the highest number of Co-operatives, followed by the Financial Co-operatives and the Industrial Co-operatives. The Service Co-operatives has recorded the least registration over the years. The total membership of registered Co-operatives grew by about sevenfold from 148,979 in 2014 to 1,026,645 in 2016. With the exception of the Industrial Co-operatives, which saw a decrease in its membership in 2015, the membership strength of all the Co-operatives has seen a progressive increase in the course of the three (3) years under consideration.

The Ghana Co-operatives Council (GCC) showed an increase in its membership over the two (2) year period. There was a smaller percentage increase in the capital base of Co-operatives in 2016 with 1,200 members being trained in 2016.

The Ministry's employable skills training and development institutions include the NVTI; ICCES; OIC, G; GCCo and MDPI.

- i. The National Vocational Training Institute (NVTI) during the year under review witnessed a decline in the number of persons registered for the Master Crafts Person in 2016 relative to 2015 and 2014. The number of persons mobilized for the Proficiency Test increased in 2016 compared to 2015 and 2014, while those accredited and monitored declined in 2016 relative to 2015. The number of persons registered for the conduct of tests for candidates (Certificate I/II & Proficiency I/II) increased from 20,872 in 2014 to 23,390 in 2015 but declined to 21,166 in 2016. Just



as in the case of registration, the number of passes increased from 12,570 in 2014 to 15,184 in 2015 but declined to 14,452 while the number of candidates referred declined steadily from 2014 to 2016.

- ii. The Integrated Community Centres for Employable Skills (ICCES) has recorded a continuous increase in the number of trainees enrolled from 2014 to 2016 with corresponding increases in the number of graduates churned out by the ICCES. The number of trainees churned out is considerably great, as compared to the number of dropouts, with a higher student population in 2016, leading to a greater number of graduates in 2016.
- iii. The Management Development and Productivity Institute (MDPI) registered an increase in the number of participants that attended their Inplant courses; however, the number of participants in the Regular courses being run by the Institute declined. Participants were mainly from Ghana and other West African countries like the Gambia, Liberia and Sierra Leone. The staff strength of MDPI has decreased over the period under consideration and has always been below the ideal staff strength.
- iv. The total trainee population enrolled in various training programmes by the Ghana Co-operatives College also increased in 2016, but the highest number of dropouts (i.e. those undertaking the Diploma training for SHS Leavers) was also recorded in 2016. Overall the number of graduates increased from 110 in 2015 to 145 in 2016.

The NPRA recorded increases in the number of New Members, Active Contributors and Pensioners from 188,183, to 210,490, 156,262 to 176,847 and 1,242,385 to 1,310,610 in 2015 and 2016 respectively. However, there was a fall in the number of Establishments registered, from 58,895 in 2015 to 57,925 in 2016. In all, the Authority enrolled 152,257 Contributors under the Tier 2 and 3 Personal Pensions and Provident Fund Schemes in both the informal and formal Sectors. The NPRA also registered 129 Service Providers comprising 17 Pension Funds Custodians, 33 Corporate Trustees and 79 Pension Fund Managers. The registration of the Employer Sponsored Scheme (ESS) and Master Trust Scheme in 2016 was 94 and 42 respectively. The Personal and Group Pensions Schemes on the other hand registered 11 each. The Tier 2 Scheme disbursed GH¢226,875.85 to 307 contributors/beneficiaries. The Asset Portfolio for the Tiers 1, 2 and 3 grew by GH¢15,558,869,773.00 from 2015 to 2016. The 57,925 Active Establishments were covered under Tier 1 while the 17,719 were enrolled under the Tier 2. The average rate of return for Tiers 2 and 3 was 10% during the same period.

Finally, the National Labour Commission (NLC), which receives and settles complaints/petitions bordering on industrial disputes, received complaints in the areas of unfair termination, summary dismissal, unpaid salaries, medicals, retirement/end-of-service benefits, redundancy/lay off/severance pay, workmen's compensation and others (maternity protection & poor conditions of service). The number of complaints/petitions recorded was 610, 675 and 765 in 2014, 2015 and 2016 respectively. Strikes recorded went up by 1 (from 11 in 2015 to 12 in 2016).



1.0 INTRODUCTION

The 2016 Statistical Report seeks to present collated data/statistics generated by the Ministry of Employment and Labour Relations (MELR) and its Departments/Agencies the year under review. It is the third Statistical Report to be developed since the maiden Report was published in 2015. The previous reports have received wide acceptance from the Ministry's stakeholders, as it provides them with reliable data/statistics on the performance of the Ministry.

The Ministry also being mindful of the suggestions, comments and recommendations from stakeholders, as well as of the need to continuously disaggregate the data even further to cover every aspect of the administrative data generated has made strenuous efforts to sustain the interest of its stakeholders in this Report. The Statistical Report is aimed at addressing the question that is persistently being asked: "What does the Ministry and its Departments/Agencies do and what is the proof thereof?".

It is also worth noting that whereas the Ghana Statistical Service (GSS) is able to produce survey data to give the nation a picture of the employment and labour situations in Ghana through its Labour Force Survey (LFS), it does not provide administrative data to cover some of the interventions being used to address the findings, especially when it is not within their domain. It is therefore incumbent on the MELR to provide concrete and validated data on how, for example, jobs were secured for Job Seekers; the occupational safety and health of workers was ensured; and jobs were created through Co-operatives formation and management, skills developed, as well as pension and arbitration issues addressed.

The 2016 Statistical Report, just as the previous editions, is expected to serve as a reference for making concrete decisions, plans and policies.

2.0 BACKGROUND

One of the core functions of the Ministry and its Departments/Agencies is the collection, collation and management of very crucial administrative labour-related information/statistics to aid in showcasing performance, institutional planning and realignment, efficient resource management and policy/projects/programmes design and implementation. Thus, the MELR through its Research, Statistics and Information Management (RSIM) Directorate has taken steps to compile the administrative data generated by the Ministry and its Departments/Agencies into a comprehensive Statistical Report for circulation to all stakeholders for their information and use as needed.

The RSIM Directorate of the MELR is required to lead the collation, analysis and dissemination of sector-specific (*i.e.* employment and labour-related) data/statistics for policy formulation and planning as part of its function of coordinating the production of data/statistics from the Ministry's Departments and Agencies.



Some of the data collected by Ministry's Departments and Agencies include:

Table 1: Functions and Type of Data Collected by the Sector

N o.	Department/ Agency	Functions	Type of Data Collected
1.	Ministry of Employment and Labour Relations	<ul style="list-style-type: none"> i. Initiate, formulate and coordinate sector policies and programmes, as well as schemes to ensure sustainable accelerated employment generation and human capital development; ii. Develop strategies and mechanisms to ensure and promote industrial peace and harmony; iii. Develop and periodically review all legal and policy instruments for the sector; iv. Ensure the development and review of appropriate information management systems to facilitate the availability of timely, relevant and accurate employment and labour statistics; v. Coordinate all national employment initiatives with the collaboration of relevant stakeholders of the economy; vi. Ensure the monitoring and evaluation of sector policies, programmes and projects in relation to gainful employment-generation and the promotion of industrial harmony; vii. Promote best modern management practices, systems and procedures in all sectors of the economy to enhance labour productivity; viii. Ensure fair and equitable wages and salaries for employees in all sectors of the economy; ix. Ensure the provision of employable skills and apprenticeship particularly to the youth through vocational and technical training at all levels, to promote decent and sustainable jobs; x. Ensure occupational safety and health for all workers in both the formal and informal sectors; xi. Ensure all work places conform to labour laws through labour inspection; and xii. Facilitate the development of vibrant co-operatives, medium and small-scale enterprises for employment generation and poverty reduction. 	Data on NDMW, performance of policies and implementation of Sector budget
2.	Labour Department	<ul style="list-style-type: none"> i. To provide advice on labour policy and all matters relating to labour; ii. To administer labour legislation; iii. To enforce labour laws and working conditions through inspection of workplaces; iv. To promote effective tripartism through co-operation with employers and workers' organizations. v. To investigate, find and ease payment of workmen's compensation claims; vi. To implement employment policies, through the labour market, 	Labour/employment data, including inspections; processing and determination of workmen's compensation claims; registration of Private Employment Agencies; issuance of



No.	Department/ Agency	Functions	Type of Data Collected
		<p>and sound management of employment services;</p> <p>vii. To provide career/vocational guidance and counseling.</p> <p>viii. To co-ordinate, check and promote self-employment generation in the informal sector for sustainable full employment, economic and social progress;</p> <p>ix. Child Labour desensitization, training and law enforcement; co-ordination and monitoring of all child labour elimination programmes;</p> <p>x. To license and monitor operations of Private Employment Agencies;</p> <p>xi. Registration and Certification of Trade Unions and Employers' Organizations;</p> <p>xii. To provide labour market information/statistics in collaboration with other government agencies for human resource planning, development, and use; and</p> <p>xiii. To ensure Government's continued relationship with and membership of the Internal Labour Organization (ILO) and other labour organizations throughout the world.</p>	<p>Collective Bargaining Certificates to Unions, vocational guidance and counseling, registration of Trade Unions and Associations, issuance of labour clearance certificates, data on labour migration</p>
3.	Department of Factories Inspectorate	<p>i. To register factories, shops and work premises;</p> <p>ii. To renew certificates of registration of factories, shops and premises;</p> <p>iii. To develop and disseminate guidelines relating to the cleanliness of factories, shops and work premises;</p> <p>iv. To register and investigate accidents and cases of occupational disease occurring in the factories, shops and work premises;</p> <p>v. To facilitate the prosecution of occupational safety and health offenders;</p> <p>vi. To conduct occupational safety and health inspections and hygiene surveys;</p> <p>vii. To collaborate with all stakeholders for the promotion of occupational safety and health standards in all sectors of the economy; and</p> <p>viii. To develop and monitor enterprise level occupational safety and health management systems.</p>	<p>Data on Occupational Safety and Health (OSH), accidents and diseases, registration of new factories, inspection of existing factories</p>
4.	Department of Co-operatives	<p>i. To register co-operatives (any group of persons) that have as their objective the promotion of their economic interest as a co-operatives with limited liability;</p> <p>ii. To audit, inspect and enquire under the current , the accounts of all registered co-operatives at least once every year;</p> <p>iii. To settle disputes that touch the business of a co-operative. The Registrar may do this on his/her own or through an arbitrator;</p> <p>iv. Group formation: To sensitize potential groups of people on the benefits of co-operatives and their preparation (involving nurturing for a period of time) for registration;</p> <p>v. To attend meetings on invitation to offer advice on questions of law and principles of co-operativism;</p> <p>vi. Hands-on training in proper keeping of records of operations;</p>	<p>Data on functional co-operative societies; number of societies registered and audited; number of societies that convene Annual General Meetings; number of members trained; liquidations conducted.</p>



No.	Department/ Agency	Functions	Type of Data Collected
		<ul style="list-style-type: none"> vii. To educate members of co-operatives on their rights and their responsibilities as members and their roles in the success of the group enterprise; and viii. To train executives and managers of co-operatives in business management and financial appreciation. 	
5.	Ghana Co-operatives Council	<ul style="list-style-type: none"> i. To represent Ghanaian co-operatives nationally and internationally; ii. To create and encourage economic development of co-operative enterprises and other self-help entities; iii. To provide information, data and statistical services for co-operatives and other self-help enterprises including research, collection and dissemination of information and publicity; iv. To promote micro-finance operations as an added value to non-financial co-operatives; and v. To promote and create an enabling environment for co-operative development in the country. 	Data on Co-operatives and their membership
6.	National Vocational Training Institute	<ul style="list-style-type: none"> i. To organize apprenticeship, in-plant training and training programmes for industrial and clerical workers and train Instructors and Training Officers required for the purpose; ii. To provide for vocational guidance and career development in industry; iii. To develop training standards, and evolve effective trade testing and certification policies and programmes; iv. To initiate a continuing study of the country's manpower requirements at the skilled worker level; and v. To establish and maintain technical and cultural relations with international organizations and other foreign institutions engaged in activities connected with vocational training. 	Data on trained and tested graduates and on-the-job training (industrial attachment) placement, accredited PVTIs, registered MCPs; workshops; apprenticeships
7.	Opportunities Industrialisation Centre, Ghana	<ul style="list-style-type: none"> i. To provide vocational/technical, business skills training, counselling and follow-up services to junior and senior high school dropouts and graduates; ii. To provide business advisory services to OIC, G graduates who are self-employed; iii. To monitor and evaluate the performance of OIC, G programmes; and iv. To develop systems to resource OIC, G. 	Data on trained graduates (formal and informal) and their placement in jobs
8.	Integrated Community Centres for Employable Skills	<ul style="list-style-type: none"> i. To provide competency-based vocational training and retraining for young persons – illiterate and semi-literate and out-of-school youth; ii. To provide counselling interventions for trainees and prospective trainees; iii. To develop the literacy and numeracy skills of illiterate trainees; and iv. To facilitate trainee mobilisation for the establishment of micro and small-scale enterprises. 	Data on trained graduates and their placement in jobs



No.	Department/ Agency	Functions	Type of Data Collected
9.	Management Development and Productivity Institute	<ul style="list-style-type: none"> i. To organise management training programmes, conferences, workshops and seminars for personnel from all sectors of industry and commerce in various fields – including General Management, Financial Management, Industrial Engineering, Project Management, Marketing Management, Transport Management, Agricultural Management and Construction Business Management; ii. To provide advisory and consultancy services to all sectors of industry and commerce on solutions of problems with a view to raising the level of efficiency and productivity; iii. To carry out studies, enquiries and research in the fields of management development and productivity in collaboration with industry, commerce and organisations with related interest; iv. To promote the publication of information collected and the results of studies, enquiries and research in the form of books, periodicals, bulletins, and bibliographies; and v. To serve as a center for collecting information on most modern developments in management and organisation and making such information readily and constantly available to those responsible for the running of the national economy. 	Data on manpower development, productivity indices and institution building
10.	Ghana Co-operatives College	<ul style="list-style-type: none"> i. To provide competency-based skills training for staff of the Department of Co-operatives; and ii. To provide education and training programmes for co-operative societies in all sectors of the economy in accordance with modern trends. 	Data on training of Co-operative Societies
11.	National Pensions Regulatory Authority	<ul style="list-style-type: none"> i. To ensure compliance with the Pensions Act, 2008 (Act 766); ii. To register occupational pension schemes, provident funds and personal pension schemes; iii. To issue guidelines for the investment of pension funds; iv. To approve, regulate and monitor trustees, pension fund managers, custodians and other institutions that deal with pensions as appropriate; v. To establish standards, rules and guidelines for the management of pension funds under the Pensions Act; vi. To regulate the affairs and activities of approved trustees and ensure that the trustees administer the registered schemes; vii. To regulate and monitor the implementation of the Basic National Social Security Scheme; viii. To carry-out research and ensure the maintenance of a national data bank on pension matters; ix. To sensitise the public on matters related to the various pension schemes; x. To receive and investigate complaints of impropriety in respect of the management of pension schemes; xi. To promote and encourage the development of the pension 	Data on pensions registration and licensing of Pension Schemes and Service Providers, inspection of Service Providers, enrollment of members and establishments onto Schemes, as well as pension funds



No.	Department/ Agency	Functions	Type of Data Collected
		<p>scheme industry in the country;</p> <p>xii. To receive, and investigate grievances from pensioners and provide for their redress;</p> <p>xiii. To advise government on the general welfare of pensioners; and</p> <p>xiv. To advise government on the overall policy on pensions in the country.</p>	
12.	Youth Employment Agency	<p>i. To facilitate the employment of the youth through collaborative efforts with public and private sectors of the economy;</p> <p>i. To provide Training and Entrepreneurial skills development for the youth in Ghana;</p> <p>ii. To serve as a One-Stop-Shop for the employment of the youth and entrepreneurial development of the youth taking into consideration Gender and Persons with Disability;</p> <p>iii. To conduct research and data analysis of youth unemployment, under-employment and employment in Ghana; and</p> <p>iv. To advise on matters that relate to the employment and development of the youth.</p>	Data on youth recruited, trained and employed by the YEA
13.	Fair Wages and Salaries Commission	<p>i. To implement public service pay policy, except the determination of emoluments under Article 71 of the Constitution;</p> <p>ii. To develop and monitor allowances and benefits of public servants and the consolidation of salaries of public servants;</p> <p>iii. To undertake job analysis and job evaluations;</p> <p>iv. To develop and ensure a consistent review of standard job evaluation methodology;</p> <p>v. To develop and ensure implementation of grading and classification structures;</p> <p>vi. To review requests for the re-grading of positions;</p> <p>vii. To co-ordinate, manage and monitor collective bargaining processes in which Government is the direct or indirect employer;</p> <p>viii. To develop salary structures for the public service;</p> <p>ix. To ensure that the balance of internal consistency, external competitiveness and employee performance are fully reflected in the public service pay system;</p> <p>x. To advise on performance management processes and indicators;</p> <p>xi. To develop a mechanism within the public service salary system to attract and retain critical skill;</p> <p>xii. To undertake research on salaries, benefits and allowances;</p> <p>xiii. To review and propose changes to salary related components in enactments; and</p> <p>xiv. Perform other functions related to the objects of the Commission.</p>	Data on Base Pay and Pay Point relativity negotiation on the Single Spine Salary Structure (SSSS), number of Public Service employees migrated onto the SSSS, Public Service Pay Administration.



No.	Department/ Agency	Functions	Type of Data Collected
14.	National Labour Commission	i. To facilitate the settlement of industrial disputes; ii. To settle industrial disputes; iii. To investigate labour related complaints, in particular unfair labour practices and take such steps as appropriate to prevent labour disputes; iv. To maintain a data base of qualified persons to serve as mediators and arbitrators; v. To promote effective labour co-operation between labour and management; and vi. To perform any other function conferred on the Commission under the Labour Act, 2003 (Act 651) or any other enactment.	Data on labour disputes resolution; strike actions and lockouts; training for mediators, arbitrators, Unions and Employers.

The above-mentioned data/statistics collected by the Ministry and its Departments/Agencies in executing their respective functions form the basis for the development of the yearly Sector Statistical Reports by MELR.

The 2016 MELR Statistical Report will help the Ministry measure how employment problems are being addressed by informing policy formulation, implementation and decision-making.

3.0 OBJECTIVE

The objective of the 2016 MELR Statistical Report is to disseminate to the main stakeholders of the Ministry, data/statistics generated by the Ministry and its Departments/Agencies on all Sector activities and programmes, to inform policy decision-making.

4.0 SCOPE OF WORK

The Report summarises and presents the data/statistics generated by the Ministry; and its Departments and Agencies for the period January to December 2016. The information is presented in broad categories of the Tripartite, Salary Migration, Labour Registrations and Inspections, Occupational Safety and Health, Employment Creation, Skills Training and Development, Pension Regulations and Labour Disputes Resolution.

5.0 METHODOLOGY

To ensure that accurate and reliable data are collected, collated and presented to stakeholders, the RSIM Directorate updated and validated the customised data collection templates designed for the 2015 Statistical Report taking into consideration comments, suggestions, feedback and recommendations of all stakeholders, especially the data generators themselves, *i.e.* the Departments/Agencies. The templates were then forwarded to the respective Departments and Agencies to populate and re-submit. The data was compiled, analyzed and used to develop a draft of the 2016 Statistical Report. Subsequently, the draft Report was reviewed at a Stakeholders' Validation Meeting. The validated document was then disseminated (both in soft and hard copies).



6.0 PRESENTATION OF DATA ¹

The details of the data collated and analyzed are discussed below:

6.1 National Daily Minimum Wage, Base Pay and Migration onto the Single Spine Salary Structure

National Tripartite Committee

The Minimum Wage was increased from GH¢7.00 in 2015 to GH¢8.00 in 2016 with the base pay increased from GH¢6.02 in 2015 to GH¢6.62 in 2016, a difference of GH¢0.60. The base pay was higher than the National Daily Minimum Wage (NDMW) from 2010 to 2013. However, the Base Pay has become lower than the NDMW since 2014 till date, due to the fact that the Base Pay on SSSS was not negotiated in 2014 rather a Cost of Living Allowance (COLA) of 10% was granted to all Public Service Workers. As at the time of the Report the 2017 Minimum Wage and Base Pay stood at GH¢8.80 and GH¢7.45 per day respectively. (See Appendix 1 for details)

Fair Wages and Salaries Commission

The Fair Wages and Salaries Commission (FWSC) was expected to migrate 143 Public Service Institutions onto the Single Spine Salary Structure (SSSS) by the end of 2016, but 139 Institutions had actually been migrated by the target date. Four (4) Institutions are yet to be migrated due to various reasons. These Institutions are the Fair Wages and Salaries Commission, the Ghana Audit Service, the Ghana Revenue Authority and the Parliamentary Service. Whereas the migration of the Ghana Audit Service, the Ghana Revenue Authority and the Parliamentary Services are on hold, that of the Fair Wages and Salaries Commission is in progress.

The majority of employees constituting 417,647 Public Sector Workers were migrated in 2011. Out of the 480,436 Public Institution Employees migrated onto the SSSS, 49,546 were migrated in 2010 followed by 417,647 migrated in 2011 with 11,377 and 1,866 migrated in 2012 and 2013 respectively. A total of 25,542 Employees of the Ghana Police Service, being the highest in number, were migrated onto the SSSS in 2010, with the 5 Employees of the Folklore Board being the lowest number migrated. The FWSC migrated 257,424 Employees of the Ghana Education Service (GES) being the Institution with the highest number of Employees migrated in 2011, with the Veterinary Council recording the least number of Employees (4) migrated. The number of Employees in the Non-Formal Education migrated in 2012 was 2,765 representing the highest, whereas the least number of Employees migrated were from the Bamboo and Rattan Development (4 employees). The FWSC also migrated the highest figure of 723 Employees of the Ghana Association of University Administrators (GAUA) onto the SSSS with 1 Employee of the Private Hospitals and Maternity Homes Board in 2013 being the least. Overall, the Staff of GES constitute the highest number to have been migrated onto the SSSS till date. Full details of number of Employees migrated onto the SSSS can be found in Appendix 2.

¹ Some of the figures published in the 2015 Statistical Report have been modified because they were provisional figures

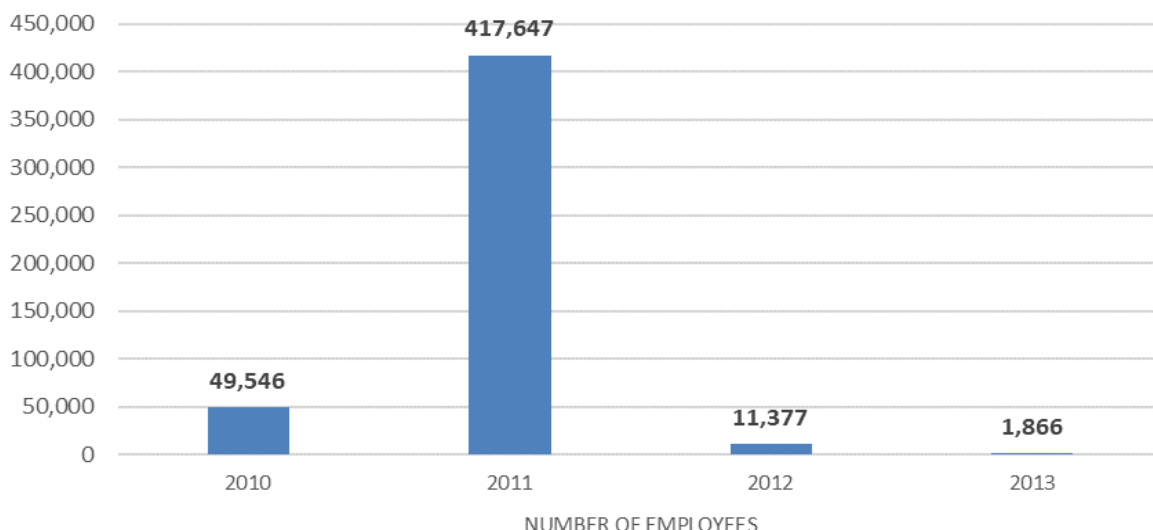


Figure 1: Number of Employees migrated onto the Single Spine Salary Structure

6.2 Labour Inspections and Employment Registration

Labour Department

Labour Inspections

In all, 305 Labour Inspections were conducted in 2016 as against the projected 110. The Western Region recorded the highest in both 2015 and 2016 albeit about 50% decline. Just as the Western Region, the number of inspections undertaken in 2015 relative to 2016 fell in the Ashanti, Volta and Eastern Regions. The rest of the Regions recorded increases in the number of inspections undertaken during the period under review.

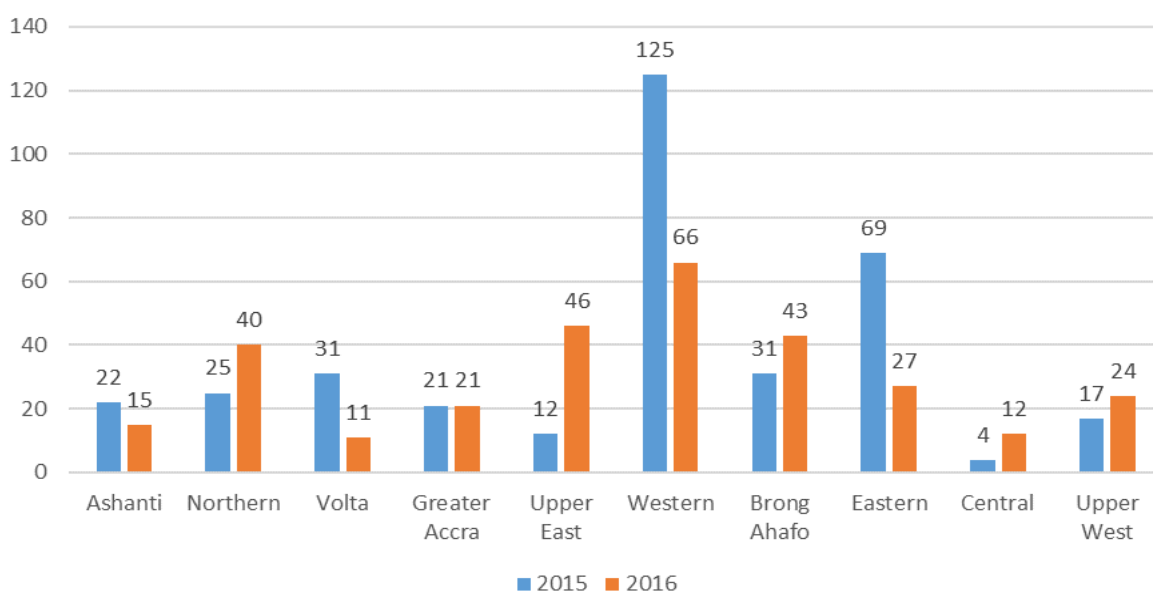


Figure 2: Labour Inspection by Region



Employment Services by Public Employment Centres (PECs)

Employment Data

A total of 16,219 Job Seekers were registered for employment in 2016 relative to 23,571 in 2015. Of the 16,219 Job Seekers registered, 2,321 were placed in employment with 13,898 on the live register (unemployed). The Brong Ahafo Region registered the highest number of Job Seekers of 4,942, followed by the Eastern Region (4,145). The Upper East Region registered the least number of Job Seekers *i.e.* 78. The Eastern Region secured the highest employment of 1,203 for Job Seekers while the Upper East Region placed no applicant in employment. The Brong Ahafo Region had the highest number of 4,678 Job Seekers on the live register (unemployed). Relative to 2015, the number of Job Seekers placed in employment declined from 3,013 to 2,321 in 2016. Overall, about 12.78% and 14.31% of the total number of persons registered for employment actually secured jobs in 2015 and 2016 respectively.

Table 2: Registration, Placements and Live Register (Unemployed)

Region	Registration of Job Seekers		Job Placements		Live Register (Unemployed)	
	2015	2016	2015	2016	2015	2016
Greater Accra	864	532	93	130	771	402
Eastern	4,916	4,145	2,126	1,203	2,790	2,942
Central	2,300	1,801	64	90	2,236	1,711
Western	1,031	1,827	113	349	918	1,478
Ashanti	5,808	2,082	118	242	5,690	1,840
Brong Ahafo	8,105	4,942	481	264	7,624	4,678
Northern	0	290	0	3	0	287
Upper East	60	78	0	0	60	78
Upper West	314	239	12	0	302	239
Volta	173	283	6	40	167	243
Total	23,571	16,219	3,013	2,321	20,558	13,898

During the same period, the Labour Department registered 8,351 male Job Seekers and 7,868 female Job Seekers in 2016 relative to 17,403 male Job Seekers and 6,168 female Job Seekers in 2015 respectively. Out of the 8,351 male Job Seekers registered, those placed in jobs were 1,104 with the rest remaining on the Live Register (unemployed). Of the 7,868 female Job Seekers registered in 2016, 903 females were placed in employment with 6,651 on the Live Register (unemployed). The Brong Ahafo Region registered 4,945 Job Seekers (male-2,228, female-2,714) and secured employment for 264 (male-187, female-77) Job Seekers. The Eastern Region, which recorded the second highest number of registered Job Seekers (male-1,371, female - 2,774) placed 1,203 (male-247, female-956) in employment.



Table 3: Registration, Placements and Live Register (Unemployed) by Sex

Region	Registration of Jobseekers				Job Placements				Live Register (Unemployed)			
	Male		Female		Male		Female		Male		Female	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Greater Accra	538	320	326	212	71	81	22	49	467	239	304	163
Eastern	3,381	1,371	1,535	2,774	1,540	247	586	956	1,841	1,124	949	1,818
Central	1,107	847	1,193	954	44	55	20	35	1,063	792	1,173	919
Western	775	1,305	256	522	48	286	65	63	727	1,019	191	459
Ashanti	5,014	1,648	794	434	84	217	34	25	4,930	1,431	760	409
Brong Ahafo	6,176	2,228	1,929	2,714	310	187	171	77	5,866	2,041	1,758	2,637
Northern	0	171	0	119	0	2	0	1	0	169	0	118
Upper East	60	77	0	1	0	0	0	0	60	77	0	1
Upper West	188	137	126	102	9	0	3	0	179	137	123	102
Volta	164	247	9	36	4	29	2	11	160	218	7	25
Total	17,403	8,351	6,168	7,868	2,110	1,104	903	1,217	15,293	7,247	5,265	6,651

Vacancy Notifications

Table 4: Regional Distribution of Vacancies notified by Industry

Region	Agriculture, Hunting, Forestry and Fishing		Mining and Quarrying		Manufacturing		Electricity, Gas and Water		Construction		Wholesale and Retail Trade, Restaurants and Hotels		Transport, Storage and Communication		Finance, Insurance, Real Estate and Business Services		Community, Social and Personal Services		Activities NOT Adequately Defined	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Greater Accra	0	2	0	0	17	17	0	0	24	4	13	27	16	0	2	8	21	72	0	0
Eastern	987	846	33	17	131	18	0	7	52	26	4	1	0	17	24	12	895	1,218	0	0
Central	0	0	1	0	0	0	0	0	23	45	16	9	6	0	2	10	16	30	0	0
Western	0	0	0	304	0	0	33	0	48	0	26	16	0	14	4	0	2	24	0	0
Ashanti	8	7	4	11	3	0	3	0	0	151	57	24	0	0	18	7	25	42	0	0
Brong Ahafo	9	64	0	0	0	0	0	0	157	88	212	46	0	0	1	11	102	55	0	0
Northern	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Upper East	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Upper West	0	0	0	0	0	0	0	0	11	0	0	0	0	0	0	0	1	0	0	0
Volta	6	0	0	0	0	1	0	0	0	4	0	2	0	0	0	20	0	11	0	2
Total	1,010	921	38	332	151	36	36	7	315	318	328	126	22	31	51	68	1,062	1,452	0	2

From Table 4 above, vacancies in Mining and Quarrying (M&Q); Construction; Transport, Storage and Communication (TS&C); Finance, Insurance, Real Estate and Business Services (FIR&B); Community, Social and Personal Services (CS&P); and Activities not Adequately Defined (AAD) increased in total from 38 to 332, 315 to 318, 22 to 31, 51 to 68, 1,062 to 1,452 and 0 to 2 in 2015 respectively, relative to 2016 whilst Agriculture, Hunting, Forestry and Fishing (AHF&F); Manufacturing; Electricity, Gas and Water (EG&W); and Wholesale and Retail Trade, Restaurant and Hotel (WRR&H) declined from 1,010 to 921, 151 to 36, 36 to 7 and 328 to 126 in 2015 relative to 2016 respectively. The Eastern Region recorded the highest number of notified vacancies in six (6) industries, *i.e.* AHF&F (846), Manufacturing (18), EG&W (7), Transport (17), FIR&B (12) and CS&P (1,218). However, with the exception of EG&W, Transport and CS&P which saw an increase in the vacancies notified,



the other Industries recorded a decline in vacancies notified in 2016 relative to 2015. The Western, Ashanti, Brong Ahafo and Volta Regions recorded notified vacancies of M&Q (304), Construction (151), WRR&H (46) and AAD (2) respectively in 2016 as the highest recorded Industry notified vacancies over other Regions. In all a total of 3,293 vacancies were notified by Industry in 2016 relative to 3,013 in 2015. All the vacancies were filled by registered Job Seekers.

Table 5: Vacancies notified by Industry and classified by Sector

Industry	Private Employer		Public Corporations		Central Government		Local Authority	
	2015	2016	2015	2016	2015	2016	2015	2016
Agriculture, Hunting, Forestry and Fishing	911	90	99	830	0	1	0	0
Mining and Quarrying	38	332	0	0	0	0	0	0
Manufacturing	145	36	6	0	0	0	0	0
Electricity, Gas and Water	36	6	0	0	0	1	0	0
Construction	315	318	0	0	0	0	0	0
Wholesale and Retail Trade, Restaurants and Hotels	324	126	4	0	0	0	0	0
Transport, Storage and Communication	22	25	0	6	0	0	0	0
Finance, Insurance, Real Estate and Business Services	51	68	0	0	0	0	0	0
Community, Social and Personal Services	1,052	239	6	1,194	0	19	4	0
Activities NOT Adequately Defined	0	2	0	0	0	0	0	0
Total	2,894	1,242	115	2,030	0	21	4	0

Private Employers notified the Labour Department of existence of 1,242 vacancies in 2016 relative to the 2,894 vacancies in 2015. Vacancies notified in the M&Q, Construction, TS&C, FIR&B and AAD increased from 38 to 332, 315 to 318, 22 to 25, 51 to 68 and 0 to 2 in 2015 relative to 2016 respectively, while vacancies notified in AHF&F, Manufacturing, EG&W, WRR&H and CS&P declined from 911 to 90, 145 to 36, 36 to 6, 324 to 126 and 1,052 to 239 in 2016 relative to 2015. Notification of vacancies in Public Corporations increased from 115 in 2015 to 2,030 in 2016. With the exception of Manufacturing and WRR&H which declined from 6 to 0 and 4 to 0 respectively in 2015 relative to 2016, vacancies in AHF&F, TS&C and CS&P increased from 99 to 830, 0 to 6 and 6 to 1,194 in 2016 relative to 2015 respectively, with the remaining industries recording no vacancy existence. The Central Government notified the PECs of 21 vacancies in 2016 comprising AHF&F (1), EG&W (1) and CS&P (19). The Local Authority notified the existence of 4 vacancies in the CS&P Industry in 2015, with no notification of vacancy in 2016.

During the period under review, the total number of vacancies fell by about 32% from 20,558 in 2015 to 13,898 in 2016. The Department was notified of 4,338 vacancies in the area of New Workers (NW); 3,974 in the Production and Related Workers, Transport Equipment Opts & Labourers (PRT&L); and 1,550 in the Agriculture, Animal Husbandry, Forestry



Workers, Fishermen and Hunters (AAFF&H) in 2016. With the exception of the Administrative and Managerial Workers (AMW); and the Clerical and Related Workers (CRW), where the number of vacancies notified increased from 78 in 2015 to 84 in 2016 and 851 in 2015 to 879 in 2016 respectively, all the other vacancies notified by industry declined in 2016. Out of the 732 Professional, Technical and Related Workers (PT&R) vacancies notified, 512 were in the Brong Ahafo Region with the Upper East recording 0. The Eastern Region gave notification of vacancies for 45 and 1,005 in the AMW and Sales Workers (SW) industries respectively. The Brong Ahafo Region recorded the highest number of 572 and 504 vacancies in the CRW, as well as the SW Industries respectively. It also recorded 755 and 1,426 vacancies in the AAFF&H and the PRT&L industries respectively. The Northern, Upper East, Upper West and Volta Regions recorded mostly no notification for vacancies in the various industry in 2016. The vacancies recorded between 2015 and 2016 for the Ashanti Region declined for most of the industries, while the trend identified in the Brong Ahafo was the reverse.

Most of the unemployed people who registered with the Public Employment Centres (PECs) of the Labour Department were within the age bracket of 25-44 years. They numbered 9,266 (male-6,543, female-2,723) applicants on the Live Register (unemployed) in 2015 but fell to 6,985 (male-3,793, female-3,192) in 2016. The applicants on the Live Register (unemployed) in 2016 who were within the age range of 20-24 years were 5,376 (male-2,764, female-2,612), relative to 8,536 (male-6,607, female-1,929) in 2015. With the exception of females within the age range of 45-54 years which recorded a decline on the Live Register (unemployed) from 125 to 54 in 2015 relative to 2016, the age brackets of 15-19 years, 20-24 years and 25-44 years realised an increase from 488 to 793 Job Seekers; 1,929 to 2,612 Job Seekers and 2,723 to 3,192 Job Seekers respectively in 2016 relative to 2015. Whereas the number of females within the age range of 19-44 years on the Live Register (unemployed) increased, that of their male counterparts reduced. There was also a decline or no change in the number of males and females above 45 years on the Live Register (unemployed) (*See Appendices 3 & 4*).

Employment Services by Private Employment Agencies (PEAs)

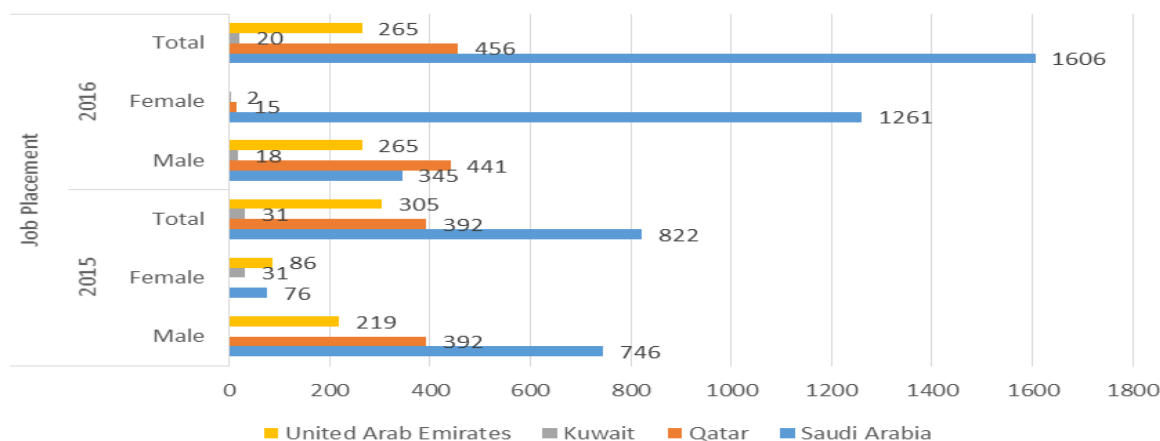


Figure 3: PEAs Employment Services by Country



A total of 2,372 Ghanaian workers consisting of 1,069 males and 1,303 females were placed in employment abroad by the Private Employment Agencies (PEAs) in 2016, an increase of about 53% more than those employed through the PEAs in 2015. In all, 345 males and 1,261 females were placed in employment in Saudi Arabia, 441 males and 15 females in Qatar, 18 males and 2 females in Kuwait and 25 females in Jordan. The number of workers placed in employment by the PEAs increased from 1,550 to 2,372 in 2016 relative to 2015. During the period under consideration, Saudi Arabia and Qatar recorded an increase in the number of Ghanaian workers employed through the PEAs, while Kuwait and the United Arab Emirates recorded a decline. The number of females employed through the PEAs increased from 193 to 1,303 in 2016 relative to 2015, whereas that of males declined from 1,357 in 2015 to 1,069 in 2016. Out of the 1,303 female workers placed in foreign employment, 1,225 females were employed as domestic workers, 35 as cleaners, 24 as Waitresses, 12 as Food Servers, 5 as House Helps and 2 as Cashiers.

Of the 1,069 males placed in foreign employment, 294 were employed as Helpers, 215 as Security Personnel, 187 as Labourers and the others as Drivers (113), Food Servers (79), Masons (35) and Steel Fixers (33). The rest of the foreign employment recorded range between 2 and 28. (*See Appendix 5 for detailed table*)

PEAs Registered by Labour Department

The LD registered 51 PEAs in 2016. Out of this number, 45 were registered in the Greater Accra Region and 3 in the Western Region. The Northern and Ashanti Regions registered 1 PEA each, with no registration of PEAs in the other Regions. The number of registered PEAs declined from 53 in 2015 to 51 in 2016. The number of registered PEAs in the Western Region declined from 7 to 3 in 2016 relative to 2015.

Workplace Complaints/Disputes

A total 139 workplace complaints/disputes were recorded in 2016 relative to 106 in 2015. Out of the 139 cases recorded, 12 were resolved with 127 outstanding. The number of outstanding complaints increased by 55.90% (*i.e.* from 56 in 2015 to 127 in 2016). Out of the total, 5 complaints/disputes were referred in 2015 to the appropriate institutions with the mandate to resolve the complaints, however no referrals were made in 2016.

Work Accidents and Reported Claims

The total number of work accidents reported to the Labour Department in 2016 was 1,096. In terms of regional representation of accidents recorded, it is worth noting that there was a remarkable decrease in the number of reported accidents in Greater Accra, from 1,319 in 2015 to 26 in 2016. The Eastern Region recorded 403 work accidents and reported claims. Just as in 2015, the Central and Volta Regions recorded no work accidents and reported claims, while the Northern Region recorded 62 work accidents in 2016 relative to 0 in 2015. The Brong Ahafo, Western, Upper West and Ashanti Regions recorded 403, 161, 126 and 88 work accidents and reported claims respectively, with the Greater Accra and Upper East Regions recording 26 work accidents each. With the exception of the Upper West and Northern Regions, which recorded an increase in the number of work accidents and reported



claims in 2016, all the other Regions recorded a decline in the work accidents and reported claims from 2015 to 2016.

Table 6: Work Accidents and Reported Claims by Region

Region	2014	2015	2016
Greater Accra	0	1319	26
Central	0	0	0
Eastern	0	442	403
Western	0	370	161
Ashanti	36	221	88
Brong Ahafo	0	194	204
Volta	0	0	0
Northern	0	0	62
Upper East	0	28	26
Upper West	0	123	126
Total	36	2,697	1,096

By way of the nature of accidents recorded by the Labour Department, there was a slight decline in the number of fatal accidents registered in 2016 relative to 2015, compared to non-fatal accidents which reduced by more than 50% during the same period. Fatal work accidents and reported claims declined from 46 in 2015 to 38 in 2016, with Non-fatal work accidents and reported claims declining from 2,651 in 2015 to 1,058 in 2016. Despite the increase in the number of work accidents reported from 2014 to 2015, there was a decline of about 59.36% in 2016.

Work accidents reported in 2016 numbered 1,096 with the Manufacturing Industry recording the highest (270). The Community, Social and Personal Services Industry recorded 242, work accidents being the second highest, with the Construction Industry recording 185 work accidents. The Mining and Quarry Industry recorded a decline, from 552 in 2015 to 53 in 2016.

Table 7: Work Accidents and Reported Claims by Industry

Industry	2014	2015	2016
Agric, Hunting, Forestry and Fishing	0	311	73
Mining and Quarry	36	552	53
Manufacturing	0	277	270
Electricity/Gas and water	0	218	73
Construction	0	321	185
Wholesale and Retail Trade, Restaurant and Hotel	0	170	11
Transport/Shortage and Communication	0	233	145
Financing, Insurance, Real Estate and Business Services	0	172	44
Community, Social and Personal Services	0	443	242
Activity not Adequately defined	0	0	0
Total	36	2,697	1,096



Work Injuries and Compensations Paid

Out of the 1,096 cases reported, 241 work injuries cases were finalised with 855 of the cases outstanding. Relative to 2015, the number of cases reported reduced by 1,601. Just as the number of cases reported declined in 2016, the number of cases finalised declined from 860 in 2015 to 241 in 2016. An amount of GH¢2,782,003.90 was paid as compensation to workers in the Private Sector, with the Public Sector owing as much as GH¢3,506,035.10. In all, a total of GH¢4,759,713.20 is the outstanding compensation for both the Public and Private Sectors.

Table 8: Work Accidents and Reported Claims by Sector

Sector	Reported Cases			Cases Finalised			Amount Paid			Cases Outstanding			Amount Outstanding		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Public	0	989	456	0	654	0	0	2,567,266.10	0	0	335	456	0	955,658.85	3,506,035.10
Private	36	1,708	640	36	206	241	323,041.95	1,375,384.44	2,782,003.90	0	1,502	399	0	2,500,456.25	1,253,678.10
Total	36	2,697	1,096	36	860	241	32,3041.95	3,942,650.54	2,782,003.90	0	1,837	855	0	3,456,115.10	4,759,713.20

Union Registration and Issuance of Collective Bargaining Certificate

The LD registered 6 Labour Unions in 2016 relative to 3 in 2015. Of those registered, 4 were from the Manufacturing Industry, with 2 from the Services Industry. Also, 50 Collective Bargaining Certificates (CBCs) were issued to various industries in 2016. 30 CBCs were issued to the Services Industry, 18 to the Manufacturing Industry and 2 to the Agricultural Industry. This indicates a fall in the number of CBCs issued in 2016 relative to 2015. With the exception of the Services Industry, to which 30 CBCs were issued in 2016 relative to 26 in 2015, the number of CBCs issued to the Agricultural Industry and the Manufacturing Industry declined from 8 to 2 and 20 to 18 in 2016 relative to 2015 respectively.

Issuance of Labour Clearance Certificates

All Labour Clearance Certificates (LCC) issued over the years have only been issued to operators in the Construction Industry. A total of 2,703 LCC were issued in 2016. This shows a decline of 24.53% relative to the total number of 3,366 Certificates issued in 2015. The Ashanti, Upper East, Western, Brong Ahafo and Eastern Regions issued 512, 395, 391, 358 and 298 LCCs respectively. The Greater Accra and Upper West Regions issued 229 and 200 LCCs respectively, while the Central and Northern Regions issued 90 Certificates each.

Table 9: Labour Clearance Certificates Issued by Region

Region	2014	2015	2016
Greater Accra	330	490	229
Central	20	114	90
Eastern	56	212	298
Western	345	376	391
Ashanti	856	483	512
Brong Ahafo	411	532	358
Volta	110	130	140
Northern	50	80	90
Upper East	366	392	395
Upper West	97	557	200
Total	2641	3366	2703



6.3 Occupational Safety and Health (OSH)

Department of Factories Inspectorate

Registration of New Premises by Region

The Department of Factories Inspectorate (DFI) registered 356 new premises in 2016, a 23.44% decline in registration relative to 2015. The Greater Accra Region registered 121 new premises while the Ashanti, Brong Ahafo, Central/Western Regions registered 47, 42 and 40 respectively. Tema, Upper West/Upper East and Eastern/Volta Regions also recorded 39, 34 and 33 new premises respectively. With the exception of the Eastern/Volta Region which saw an increase in the number of registered new premises from 28 in 2015 to 33 in 2016, all the Regions including Tema saw a decline in the number of new premises registered in 2016 relative to 2015.

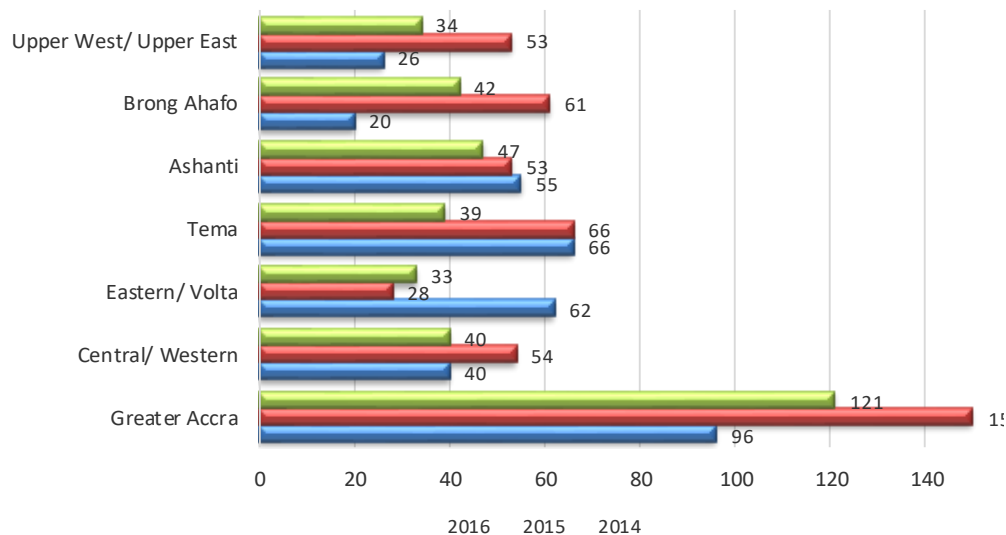


Figure 4: Registration of New Premises by Location

Registration of New Premises by Type of Industry

Of the total number of new premises registered by type of Industry in 2016, the Oil & Gas industry recorded the highest number of 214 new premises, although this was a decline from 2015. The number of new Construction premises registered increased from 13 in 2015 to 22 in 2016. In addition, the number of new Water premises registered increased from 10 in 2015 to 17 in 2016. On the average, fewer new premises were registered in 2016 across the various industries.

Table 10: Registration of New Premises by Industry

Industry	2014	2015	2016
Oil & Gas	220	295	214
Warehousing	28	19	20
Food/Fruit Processing	8	6	6
Plastics/Rubbers	8	6	6
Saw milling	10	5	6
Recycling waste	6	2	8
Construction	8	13	22
Telecommunication	4	4	0
Water	9	10	17
Restaurant	0	6	2
Energy	0	5	2
Shops	2	14	7
Others	62	80	46
Total	365	465	356



Shops/Offices Inspections

A total of 139 Shops/Offices were inspected in 2016. The Greater Accra, Central/Western and Ashanti Regions inspected 44, 35 and 18 Shops/Offices respectively. Tema inspected 12 Shops/Offices while Brong Ahafo, Northern/Upper East/Upper West and Eastern/Volta Regions inspected 10 Shops/ Offices each respectively. Inasmuch as the number of inspections of Shops/Offices more than quadrupled in 2015 relative to 2014, the number of inspections undertaken in 2016 declined by 45, representing a reduction of 24.46% .

Table 11: Shops/Offices Inspection by Region

Region	2014	2015	2016
Greater Accra	15	0	44
Central/Western	20	136	35
Eastern/Volta	2	0	10
Tema	1	0	12
Ashanti	5	11	18
Brong Ahafo	0	11	10
Northern/ Upper East/ Upper West	0	26	10
Total	43	184	139

Routine Inspection of Registered Workplaces

A total of 1,715 registered workplaces were routinely inspected across the Country. The Central/Western, Greater Accra, Northern/Upper East/Upper West Regions and Tema inspected 374, 353, 264 and 263 registered workplaces respectively. The Ashanti, Eastern/Volta and Brong Ahafo Regions also inspected 207, 118 and 136 registered workplaces respectively. With the exception of the Greater Accra and Central/Western Regions, which recorded an increase in the number of inspections of registered workplaces over the 2015 figures, there was a decline in the number of inspections of registered workplaces by the rest of the Regions. The number of workplaces inspected in 2015 declined by 259, representing 13.12%, in 2016. There has been a decline in the total number of inspections of registered workplaces from 2014 to 2016 by Region.

The number of registered workplaces inspected in the Oil and Gas Industry in 2016 was 1,011. Notably, more inspections were undertaken in registered Water workplaces (239), Paper Conversion (60), Recycling Waste (54) and Civil/Construction Engineering (48). With the exception of the Cement/Concrete Products and the Restaurant Industries, which saw an increase in the number of registered workplaces inspected from 28 in 2015 to 32 in 2016; and 18 in 2015 to 24 in 2016 respectively, there were fewer inspections in the rest of the Industries in 2016 as compared to 2015. The number of registered Distilleries' inspected has remained constant from 2014 to 2016. (See Appendix 6 for details).

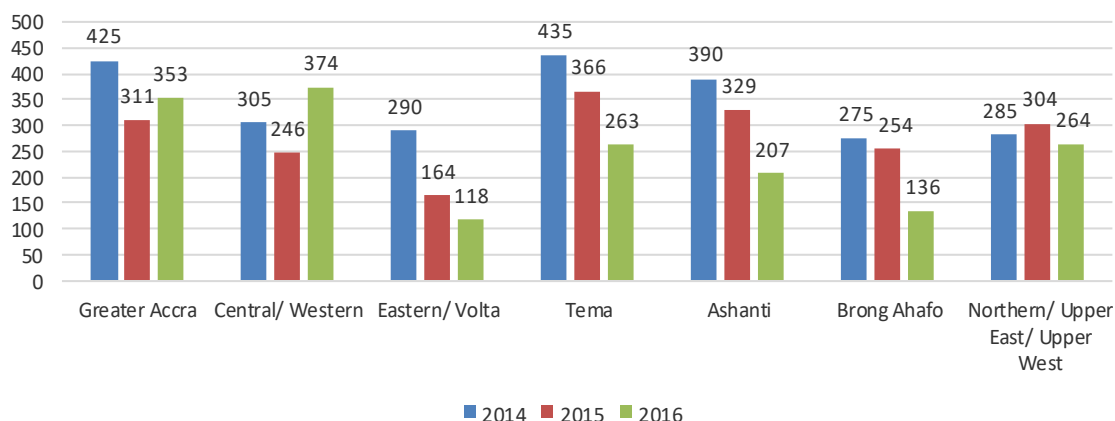


Figure 5: Routine Inspection of Registered Workplaces by Region

Severity of Reported Accidents

Overall, 14 fatal accidents were reported in 2016, an increase from 1 in 2015. The age range of 35-44 years recorded the highest fatal accidents of 8, followed by the age range of 25-34 years with 4. Although those over 55 years recorded 1 fatal accident in 2015, in 2016 this age group recorded 2 fatal accidents. In all, more fatal accidents were recorded by those between the ages of 25-44 years. Similarly there was an increase in non-fatal accidents in general from 32 in 2015 to 70 in 2016, with those within the age range of 35-44 years recording the highest of 36 accidents. The second highest number (28 non-fatal accidents) was recorded among the age range of 25-34 years. Though the accidents recorded among the age range of 45-54 years was only 4 in 2016, it represented a 100% increase from 2 in 2015. However, there was a decline from 3 in 2015 to 2 in 2016 for those within the age range of 15-24 years. While those 55 years & over sustained 0 non-fatal accidents in 2016, the number of fatal accidents rose from 1 in 2015 to 2 in 2016.

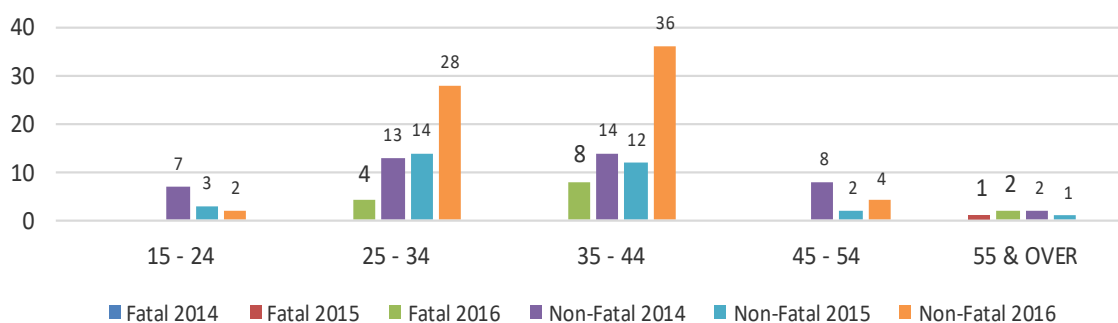


Figure 6: Severity of Reported Accidents by Age Group

Reported Accidents by Sex

Out of the 84 reported accidents, 70 were males and 14 were females. About 76.19% of the total number of recorded accidents in 2016 involved males within the ages of 25-44 years. Consistently, accidents occurring within that age bracket have been above 60% and has been rising (*i.e.* 61.36% in 2014 and 72.73% in 2015). The number of males who reported



accidents doubled from 13 in 2015 to 26 in 2016 for the age ranges of 25-34 years. No female within the age ranges of 15-24 years and 45-54 years was involved in any accident.

Table 12: Reported Accidents by Sex

Age in Years	Male			Female		
	2014	2015	2016	2014	2015	2016
15 – 24	7	0	2	0	0	0
25 – 34	13	13	26	0	1	6
35 – 44	14	11	38	0	0	6
45 – 54	8	4	4	0	0	0
55 & OVER	2	4	0	0	0	2
TOTAL	44	32	70	0	1	14

Industry Classification of Reported Accidents

The Oil and Gas Industry recorded 13 fatal accidents in 2016 with the Clay, Stone, Lime and Cement Industry recording 1 fatal accident each in 2016. Compared with 2015, only the Textile Printing, Bleaching and Dyeing Industry recorded 1 fatal accident. Again, the Oil and Gas industry recorded the highest number of non-fatal accidents (45) with the Packaging; Iron, Steel and other Metal Rolling; and Other Miscellaneous Industries recording 15, 5 and 3 respectively. Aside the Industries mentioned above, Building Operations and Construction recorded 1 non-fatal accidents each, with the remaining industries recording no accident. (See Appendix 7)

Causes of Reported Accidents

Explosions were the major cause of both fatal and non-fatal accidents. 45 out of the 70 non-fatal and 12 out of the 14 fatal accidents were caused by explosions. The other causes of non-fatal accidents were Lifting Machinery (7), Machinery (5), Miscellaneous accidents (5), Persons falling (4), Machine (2), other Power Driven (1) and Electricity (1). (See Appendix 8 for details)

Investigation of Reported Accidents

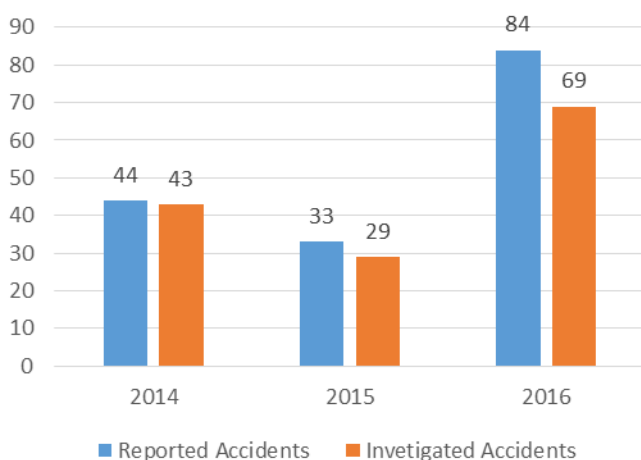
Out of 69 reported accidents investigated, 58 cases were related to burns, 8 pertaining to crush injury of finger, with 1 each relating to crushed tool, wound and fire outbreak. There was more than a 200% increase in the number of reported accidents investigated in 2016 relative to 2015.

Table 13: Investigation of Reported Accidents

Type of Accident	2014	2015	2016
Trapping & Severing of Left arm	1	2	0
Burns	6	3	58
Laceration of arm	2	0	0
Laceration of top of head & jaw	2	0	0
Crushed tool	1	1	1



Type of Accident	2014	2015	2016
Sprain on thigh, hip bone & pelvis	1	1	0
Crush injury of finger	3	1	8
Laceration of lips	1	0	0
Wound (cut)	16	8	1
Concussion	1	2	0
Fracture	5	8	0
Amputation/severing	1	2	0
Dislocation	1	0	0
Fire Outbreak	1	0	1
Electrocution	1	0	0
Others	0	1	0
Total	43	29	69



On the average, the Department has been able to investigate 89.25% of the reported cases from 2014 to 2016. From 2014 to 2016, the highest number of reported cases and investigations were 84 and 69 respectively. The DFI was able to investigate at least 82% of Reported accidents during the period under consideration.

Figure 7: Reported vs. Investigated Accidents

OSH Talks and Training

There was a drastic decline in the total number of OSH Talks/Training organised by the Regions from 178 in 2015 to 36 in 2016. All the Regions witnessed a decline in the number of OSH Talks/Training organised.

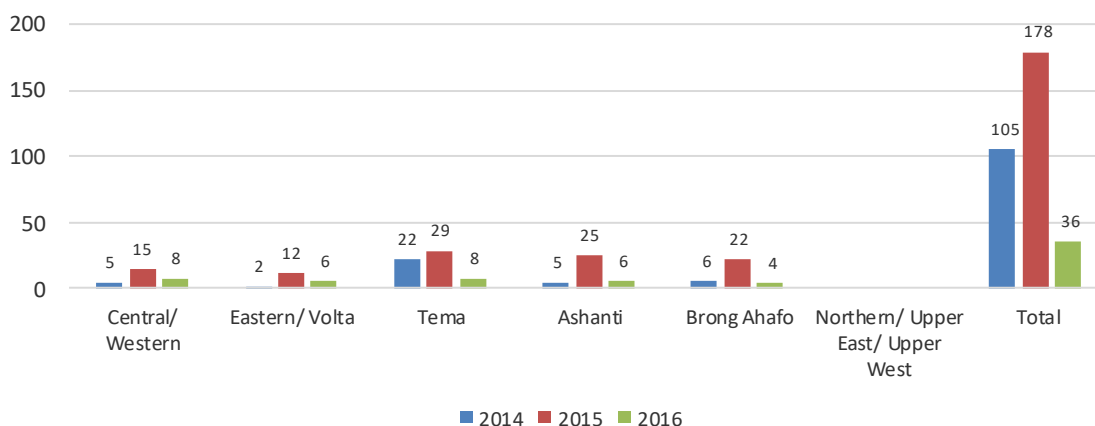


Figure 8: OSH Talks and Training by Region



OSH Talks and Training by Industry

The Oil and Gas Industry organised the highest number of OSH Talks and Training *i.e.* 9 in 2016. However, there was a decline from 60 in 2015 to 9 in 2016. The Food Processing, Water, Other Industries not Classified and Plastics undertook 8, 7, 5 and 4 OSH Talks/Training respectively in 2016, while the Sawmills and Auto/Transport Industries recorded 1 and no OSH Talks/Training respectively.

Table 14: OSH Talks and Training by Industry

Industry	2014	2015	2016
Oil & Gas	70	60	9
Plastics	20	30	4
Steel	3	5	2
Food Processing	2	10	8
Water	0	30	7
Auto/Transport	0	10	0
Sawmills	10	25	1
Energy	0	0	0
Others	0	8	5
Total	105	178	36

6.4 Employment Creation

Department of Co-operatives

Registered Co-operatives

During the year under review, the Department of Co-operatives (DOC) registered a total of 809 new Co-operatives. The Agricultural Co-operatives registered a total of 647 new Co-operatives, with the Financial Co-operatives registering 120 new Co-operatives. The Service Co-operatives and the Industrial Co-operatives registered 22 and 20 new Co-operatives respectively. Over the past three (3) years, there has been a general increase in the number of newly registered Co-operatives, especially in the Agricultural Co-operatives which increased from 454 in 2014 to 638 in 2015 and further to 647 in 2016. The number of newly registered Service Co-operatives fell by 50% from 44 in 2015 to 22 in 2016. The number of newly registered Industrial Co-operatives fell by 50% from 44 in 2015 to 22 in 2016.

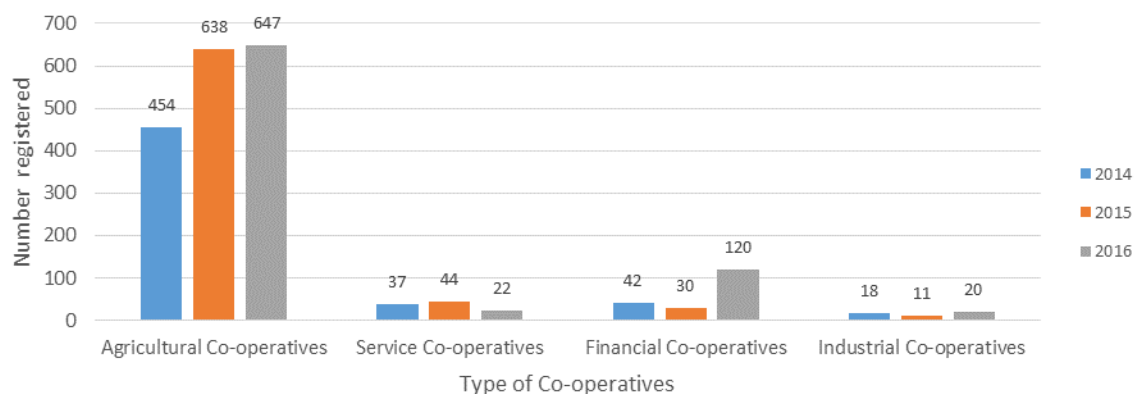


Figure 9: Newly Registered Co-operatives by Sector



As at end-2016, a total of 11,057 Agricultural, Service, Financial and Industrial Co-operatives had been registered, an increase of 1,805 compared to the 2014 figure of 9,525. Within the same period, the number of active Co-operative Societies grew from 3,995 in 2014 to 5,343 in 2016. The number of Agricultural Co-operatives stood at 6,862 by the end of 2016 with the Financial, Industrial and Service Co-operatives recording 1,914, 1,531 and 750 respectively.

The registration of the Co-operatives has seen an increase over the period with the Agricultural Co-operatives registering the highest number of Co-operatives, followed by the Financial Co-operatives and the Industrial Co-operatives. The Service Co-operatives has recorded the least registration over the years. In addition, the Agricultural Co-operatives continue to have an edge over the other Sectors in terms of the number of registered Co-operatives still active over the years. The total number of Co-operatives registered and still active has seen a consistent increase from 2014 to 2016. The 3,995 Co-operatives still active in 2014 increased to 4,534 and further increased to 5,343 in 2016. In 2016 the number of Agricultural Co-operatives registered and still active was 3,324 while that of Financial, Industrial and Service Co-operatives was 787,689 and 543 respectively. In terms of percentage, the Service Co-operatives have consistently recorded between 69% and 73% active-to-registered Co-operative ratio, with the rest hovering around the range of 36% to 49%.

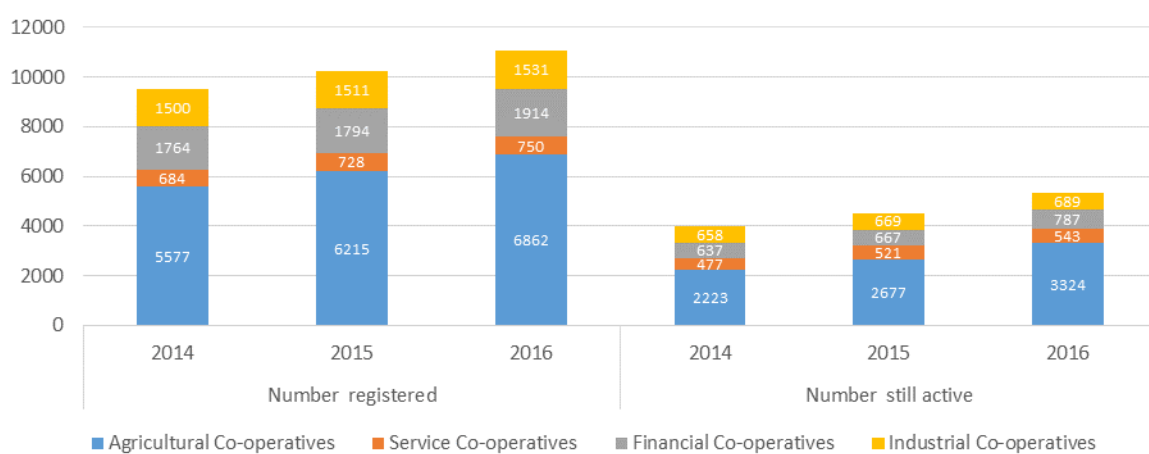


Figure 10: Registered Co-operatives (Cumulative) by Sector

Registered Co-operatives by Region

The Northern Region registered the highest number of Co-operative Societies over the past three (3) years with 189, 114 and 252 in 2014, 2015 and 2016 respectively. The Upper East, Upper West and Ashanti Regions saw a continuous increase in the number of registered Co-operative Societies from 2014 to 2016, while the Greater Accra, Central, Western, Brong Ahafo and Volta Regions recorded an increase from 2014 to 2015 but declined in 2016. The Northern and Eastern Regions also recorded a fall in Co-operative Societies registered in 2015 compared with 2014 but increased in 2016.

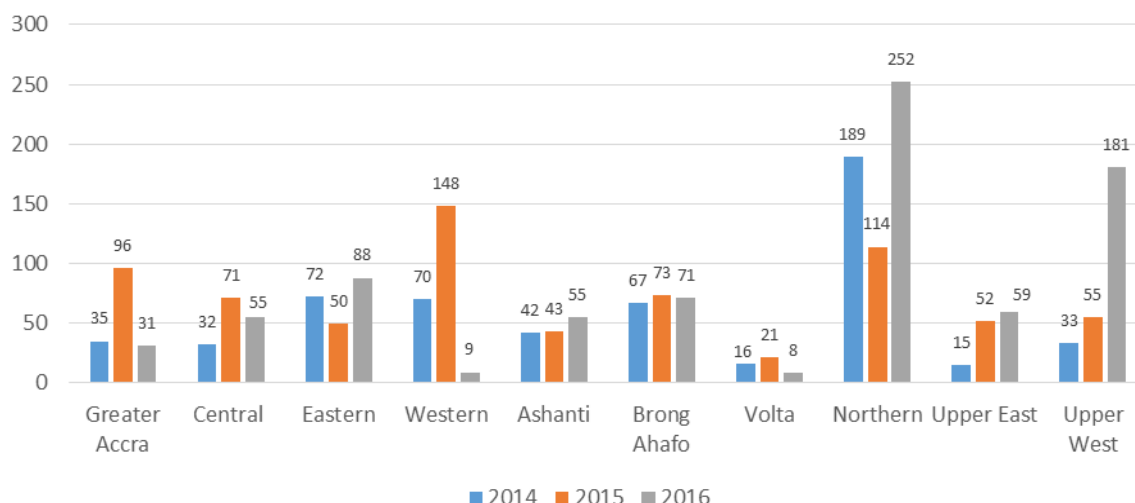


Figure 11: Registered Co-operatives by Region

The Northern Region registered 250 Agricultural Co-operatives; this was the highest recorded in 2016, followed by the Upper West Region (180), Upper East Region (56) and Eastern Region (52). The Brong Ahafo, Ashanti and Central Regions also recorded 42, 35 and 25 respectively. The Western, Volta and Greater Accra Regions recorded the lowest registration of 2, 2 and 3 respectively. Comparing 2015 to 2016, the DOC recorded a general increase from 638 to 647 in the number of Agricultural Co-operatives registered. The Northern, Upper West, Upper East, Eastern and Ashanti Regions saw an increase in registration from 106, 50, 49, 48 and 24 in 2015 to 250, 180, 56, 52 and 42 in 2016 respectively. The number of Co-operatives registered in the Greater Accra, Central, Brong Ahafo and Volta Regions reduced from 68 to 3, 60 to 25, 70 to 42 and 15 to 2 respectively, with the Western Region recording a drastic decline from 148 to 2.

The Service Co-operatives recorded a total registration of 37 in 2014, 44 in 2015 and 22 in 2016, a decline from the numbers registered in 2014 and 2015. In 2016, the Greater Accra Region recorded the highest number of registration of 10, with both the Central and Ashanti Regions recording 5 each. The Eastern Region recorded 2 Service Co-operatives registration with the remaining six (6) Regions recording none. Although the Greater Accra Region registered 10 Service Co-operatives in 2016, it was the lowest registration of Service Co-operatives over the 3-year period, with 20 registrations in 2014 and 24 in 2015. The Central and Ashanti Regions saw increases in the registration of Service Co-operatives from 2014 to 2016, with the Central Region recording increases from 2 in 2014, 3 in 2015 and 5 in 2016, while the Ashanti Region recorded increases from 3 in 2014 to 4 in 2015 and 5 in 2016.

A total registration of 120 Financial Co-operatives was recorded in 2016. The Brong Ahafo Region recorded the highest registration of 29, followed by the Eastern Region (28), Central Region (20), Greater Accra Region (17) and Ashanti Region (10). The Western, Volta, Northern, Upper East and Upper West Regions recorded 6, 5, 2, 2 and 1 registrations respectively. With the exception of the Ashanti Region, which realised a fall in registration of Financial Co-operatives from 16 in 2014, 14 in 2015 to 10 in 2016, the other Regions



recorded increases in registration from 2014 to 2016, with that of the Brong Ahafo Region increasing from 2 in 2015 to 29 in 2016. That of the Eastern Region increased from 1 in 2015 to 28 in 2016 and Central Region also recorded a rise from 4 in 2015 to 20 in 2016. The Greater Accra, Volta, Western and Upper West Regions saw an increase from 4, 1, 0, and 0 in 2015 to 17, 5, 6 and 1 in 2016 respectively.

During the year under review, the Department recorded a total registration of 20 Industrial Co-operatives. The Eastern Region recorded the highest registration of 6, with the Central and Ashanti Regions recording 5 registrations each. The Brong Ahafo, Northern and Upper West Regions recorded no registration while the Greater Accra, Western, Volta and Upper East Regions also recorded 1 registration each.

Table 15: Registered Co-operatives by Region and Sector

Region	Agricultural Co-operatives			Service Co-operatives			Financial Co-operatives			Industrial Co-operatives		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Greater Accra	6	68	3	20	24	10	8	4	17	1	0	1
Central	23	60	25	2	3	5	4	4	20	3	4	5
Eastern	39	48	52	3	1	2	24	1	28	6	0	6
Western	67	148	2	0	0	0	1	0	6	2	0	1
Ashanti	21	24	35	3	4	5	16	14	10	2	1	5
Brong Ahafo	61	70	42	0	1	0	6	2	29	0	0	0
Volta	10	15	2	5	5	0	1	1	5	0	0	1
Northern	180	106	250	4	1	0	1	2	2	4	5	0
Upper East	14	49	56	0	1	0	1	2	2	0	0	1
Upper West	33	50	180	0	4	0	0	0	1	0	1	0
Total	454	638	647	37	44	22	62	30	120	18	11	20

Inspection/Auditing of Co-operative Societies

In 2016, the Department inspected/audited 178 Agricultural, 16 Service, 335 Financial and 34 Industrial Co-operatives. With the exception of the Financial Co-operatives, which saw an increase in the number of Co-operatives inspected/audited from 321 in 2015 to 335 in 2016, all the other Co-operatives saw a decline in the number of Co-operatives inspected/audited. Inspection/audit of Agricultural Co-operatives declined from 300 in 2015 to 178 in 2016, while that of the Service Co-operatives declined from 61 in 2015 to 16 in 2016, with the Industrial Co-operatives declining from 127 in 2015 to 34 in 2016. Although there was a decline in the total number of Co-operatives inspected/audited, some Regions recorded an increase in the number of Co-operatives inspected/audited. The Eastern Region saw an increase in the number of Agricultural Co-operatives inspected/audited from 70 in 2015 to 100 in 2016. There was an increase in the number of Financial Co-operatives inspected/audited from 17 in 2015 to 85 in 2016 in the Western Region. Aside these ones, the Brong Ahafo Region saw a decline in the number of Industrial Co-operatives inspected/audited from 73 in 2015 to 21 in 2016 while the Ashanti Region also saw a decline in the number of Financial Co-operatives inspected /audited from 68 in 2015 to 30 in 2016. In



the Northern Region, the number of Agricultural Co-operatives inspected /audited declined from 100 in 2015 to 0 in 2016.

Table 16: Inspection/Auditing of Co-operative Societies by Sector

Region	Agricultural Co-operatives			Service Co-operatives			Financial Co-operatives			Industrial Co-operatives		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Greater Accra	5	4	5	12	10	10	92	97	87	5	4	3
Central	7	10	2	4	7	1	22	23	16	9	12	2
Eastern	89	70	100	2	2	3	17	20	68	2	6	2
Western	17	9	12	8	15	2	20	17	85	4	7	3
Ashanti	32	36	5	13	9	0	65	68	30	10	12	0
Brong Ahafo	75	61	49	0	0	0	24	24	15	5	73	21
Volta	2	3	4	1	1	0	21	23	13	0	0	0
Northern	70	100	0	4	1	0	1	3	6	4	5	0
Upper East	2	4	1	7	12	0	22	25	5	5	7	3
Upper West	3	3	0	2	4	0	18	21	10	2	1	0
Total	302	300	178	53	61	16	302	321	335	46	127	34

Membership of Co-operatives

The total membership of registered Co-operatives grew approximately sevenfold from 148,979 in 2014 to 1,026,645 in 2016. With the exception of the Industrial Co-operatives, which saw a decrease in membership in 2015, the membership strength of all the Co-operatives has seen a progressive increase in the course of the three (3) years under consideration. The Financial Co-operatives have the highest number of registered members, with the number increasing from 94,937 in 2014 to 114,021 in 2015 and further to 748,875 in 2016. This is followed by the Agricultural Co-operatives, whose membership increased from 33,634 in 2014, to 58,286 in 2015 and 190,561 in 2016. Membership of the Service Co-operatives stood at 10,249 in 2014, 14,673 in 2015 and increased to 32,694 in 2016. The number of Industrial Co-operatives reduced from 10,159 in 2014 to 3,401 in 2015 but increased again to 54,515 in 2016.

As at end-2016, the Ashanti Region had the highest membership (214,998) in the Financial Co-operatives, followed by the Greater Accra Region (187,117) and the Brong Ahafo Region (127,450). The Volta Region had the least membership (3,500) in the Financial Co-operatives. With the Agricultural Co-operatives, the Western Region had the largest number of members (47,753), followed by the Eastern and Central Regions with 24,095 and 23,583 respectively. Similar to the situation with the Financial Co-operatives, the Volta Region had the least membership (8,140) in the Agricultural Co-operatives.



Table 17: Membership Strength of Co-operative Societies by Region

Region	Agricultural Co-operatives			Service Co-operatives			Financial Co-operatives			Industrial Co-operatives		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Greater Accra	1,510	3,084	13,671	5,036	9,254	12,895	2,014	1,542	187,117	2,510	0	6,890
Central	1,000	1,200	23,583	220	342	2,997	44,784	50,191	72,841	660	850	4,280
Eastern	4,392	14,851	24,095	52	137	2,183	9,796	17,596	21,286	169	473	6,355
Western	9,421	20,422	4,7753	0	0	4,860	1,813	0	32,563	1,579	0	6,785
Ashanti	340	392	12,902	36	48	487	622	550	214,998	29	32	7,225
Brong Ahafo	3,660	4,200	16,030	0	20	2,350	3,000	1,100	127,450	0	0	6,750
Volta	201	300	8,140	218	294	1,820	29,396	35,146	3,500	522	589	5,460
Northern	4,800	6,474	10,224	100	130	122	1,000	1,162	29,517	220	230	7,952
Upper East	3,409	6,227	14,879	1,842	2,540	3,610	1,304	6,734	20,233	2,009	0	2,100
Upper West	4,901	1,136	19,284	2,745	1,908	1,370	1,208	0	39,370	2,461	1,227	718
Total	33,634	58,286	190,561	10,249	14,673	32,694	94,937	114,021	748,875	101,59	3,401	54,515

Number of People Employed by Co-operatives

With the exception of the Financial Co-operatives, which saw an increase in the number of people employed by Co-operatives from 834 in 2015 to 3,082 in 2016, all the other sectors saw a decline in the number of people employed. The number of people employed by the Agricultural Co-operatives declined from 349 in 2015 to 36 in 2016. Also, those employed by the Service and Industrial Co-operatives reduced from 61 in 2015 to 21 in 2016 and 80 in 2015 to 33 in 2016 respectively. On regional basis, there was a reduction in the number of people employed by Co-operatives Societies. The Northern Region saw the highest fall in Agricultural Co-operatives, from 166 in 2015 to 15 in 2016. The Central Region recorded a decline in the number of people employed in the Industrial Co-operatives, from 37 in 2015 to 5 in 2016. Just as with the Industrial Co-operatives, the Central Region witnessed a decline in the number of people employed by the Service Co-operatives from 28 in 2015 to 4 in 2016.

Table 18: Number of People Employed by Co-operative Societies

Region	Agricultural Co-operatives			Service Co-operatives			Financial Co-operatives			Industrial Co-operatives		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Greater Accra	9	13	3	6	8	2	109	188	492	15	17	3
Central	38	45	2	17	28	4	180	204	265	32	37	5
Eastern	9	5	2	1	2	2	38	65	96	7	11	7
Western	7	5	1	2	5	3	41	69	384	3	4	2
Ashanti	8	11	3	13	7	4	26	34	864	6	4	3
Brong Ahafo	75	61	4	0	1	1	61	24	507	0	0	4
Volta	10	15	2	5	5	1	161	205	173	0	0	5
Northern	120	166	15	1	2	3	10	15	113	5	4	2
Upper East	11	15	3	2	1	1	11	14	62	1	2	1
Upper West	9	13	1	2	2	0	9	16	126	3	1	1
Total	296	349	36	49	61	21	646	834	3,082	72	80	33

Groups Organised into Co-operatives

During the period under consideration, 811 groups were organised into Co-operatives. The Eastern Region organised 125 groups into Co-operatives with the Upper West, Northern,



Volta and Greater Accra Regions organising 96, 94, 93 and 92 groups into Co-operatives respectively. The Central Region organised the least groups (45) into Co-operatives. Compared with 2014 and 2015, there was an increase in the total number of groups that were organised into Co-operatives in 2016. Whereas the number of organised groups in the Volta and Ashanti Regions declined yearly from 2014 to 2016, the number organised into Co-operative groups in the Eastern, Upper West, Upper East and Northern Regions rose. For the remaining Regions, the figures in 2015 either increased or decreased relative to 2014 and rose again in 2016.

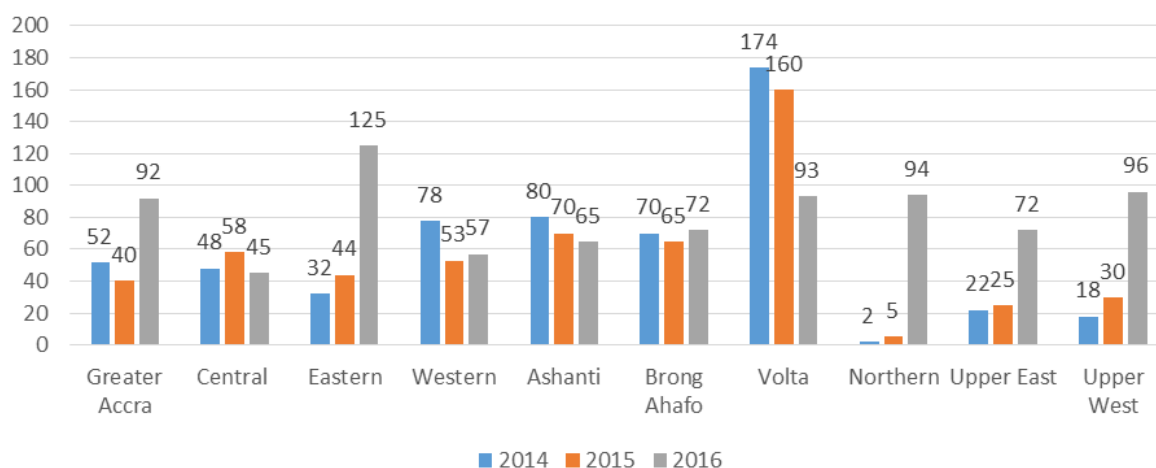


Figure 12: Number of Groups organised into Co-operatives

Organised Training in Bookkeeping

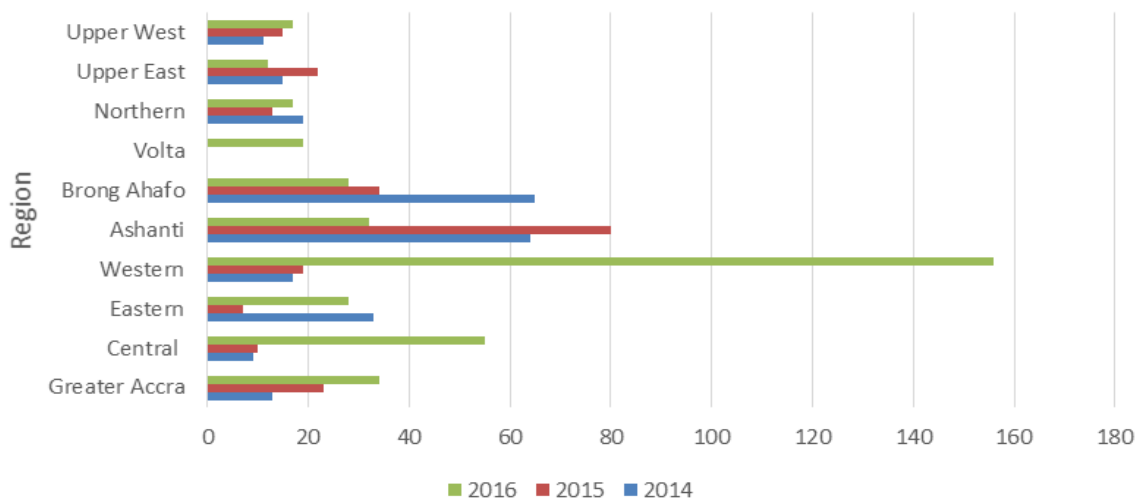


Figure 13: Training in Bookkeeping by Region

Overall, 398 training sessions in bookkeeping were organised in 2016, with 156 of these organised in the Western Region. There was an increase in the total number of training sessions organized in relation to previous years. With the exception of the Ashanti, Brong Ahafo and Upper East Regions, which recorded a decline in the number of organised training sessions in bookkeeping from 80 to 32, 34 to 28 and 22 to 12 from 2015 to 2016 respectively,



all the other Regions recorded increases in the number of training sessions organised in bookkeeping (See Figure 13 above).

Capital Base of Co-operative Societies

The total capital base of the Co-operatives amounted to GH¢199,507,243.00 in 2016. The capital base of the Co-operatives has been increasing since 2014, *i.e.* rose by 60% in 2015 and 45% in 2016 respectively. Inasmuch as all the Co-operatives managed to increase their capital base, the Financial Co-operatives have consistently maintained about 97% - 99% share of the total capital base of the Co-operative Societies registered within the period under consideration.

Table 19: Capital Base of Co-operative Societies by Sector

Type	Amount (GH¢)					
	2014	2014 (%)	2015	2015(%)	2016	2016(%)
Agricultural Co-operatives	997,323.00	1.17%	1,137,356.00	0.83%	1,195,024.00	0.60%
Service Co-operatives	304,521.00	0.36%	183,490.00	0.13%	202,269.00	0.10%
Financial Co-operatives	83,477,240.00	97.59%	134,978,998.00	98.39%	197,113,444.00	98.80%
Industrial Co-operatives	761,455.00	0.89%	892,690.00	0.65%	996,506.00	0.50%
Total	85,540,539.00	100.00%	137,192,534.00	100.00%	199,507,243.00	100.00%

Ghana Co-operatives Council

Membership of Co-operative Groups

In 2016, there were 119,906 Financial, 59,382 Agricultural, 15,610 Service and 4,040 Industrial Co-operatives members respectively. Of the 59,382 Agricultural Co-operatives members, 21,422 could be found in the Western Region and 14,965 in the Eastern Region. The Volta Region recorded 301 Agricultural Co-operatives membership in 2016.

Out of the 15,610 Service Co-operatives members in 2016, 9,545 were in the Greater Accra Region. A total of 51,195 Financial Co-operatives members were in the Central Region with 1,527 Industrial Co-operatives members located in the Upper East Region. No Service and Financial Co-operatives members could be found in the Western Region in 2015 and 2016. The Upper East and Upper West Regions also recorded no Industrial Co-operatives and Financial Co-operatives membership for 2015 and 2016 respectively.



Table 20: Membership Strength by Region

Region	Agricultural Co-operatives		Service Co-operatives		Financial Co-operatives		Industrial Co-operatives	
	2015	2016	2015	2016	2015	2016	2015	2016
Greater Accra	3,084	3,195	9,254	9,545	1,542	2,095	0	0
Central	1,200	1,245	342	305	50,190	51,195	850	890
Eastern	14,851	14,965	137	250	17,596	18,698	473	485
Western	20,422	21,422	0	0	0	0	0	54
Ashanti	392	495	48	90	550	650	32	54
Brong Ahafo	4,200	4,350	20	50	1,100	1,200	0	0
Volta	201	301	294	305	35,146	36,156	589	680
Northern	4,800	4,900	130	230	1,162	1,178	230	350
Upper East	3,409	3,509	2,540	2,840	6,734	8,734	0	0
Upper West	4,901	5,000	1,908	1,995	0	0	1,227	1,527
Total	57,460	59,382	14,673	15,610	114,020	119,906	3,401	4,040

Capital Base of Co-operative Societies

Compared to 2015 figure, the total capital base of all Co-operative Societies grew by GH¢20,024,026.00 from GH¢137,192,534.00 to GH¢157,216,560.00 in 2016. The capital base of the Financial Co-operatives increased from GH¢134,978,998 to GH¢154,989,990 in 2016 making it the major contributor to the rise in the total capital base of Co-operative Societies in Ghana. The Financial Co-operatives also account for about 98% of the entire capital base. The Service Co-operatives account for just 0.12% of the total capital base. The capital base of the Agricultural, Service and Industrial Co-operatives increased marginally within the same period by GH¢8,024.00, GH¢2,005.00 and GH¢3,005.00 respectively.

Table 21: Capital Base of Co-operative Societies by Sector

Type	Amount	
	2015	2016
Agricultural Co-operatives	1,137,356.00	1,145,380.00
Service Co-operatives	183,490.00	185,495.00
Financial Co-operatives	134,978,998.00	154,989,990.00
Industrial Co-operatives	892,690.00	895,695.00
Total	137,192,534.00	157,216,560.00

Training of Co-operative Members

Generally, 1,200 members of the Agriculture and Service Co-operatives were trained across the country in 2016 with the majority (1,000) operating in the latter. The Eastern Region recorded the highest number trained. There was no training in the Upper East and Upper West Regions. The groups trained comprise Farmers, Hairdressers & Beautician Association members and Artisans. Six Hundred (600) Artisans namely Carpenters, Masons and Painters were trained in Co-operatives Modules and Principles, Conflict Resolution, Group Dynamics and Group Formation in Sunyani, Kumasi, Assin Fosu, Mankessim and Saltpond. Also, 400 members of the Ghana Co-operative Beauticians and Hairdressers Union were trained in Co-



operatives Modules and Principles, Pedicure, Manicure and Bridal preparation. They were also taken through Customer Care, Conflict Resolution and Entrepreneurial Skills Development. This training was held in Mpraeso, Kwahu-Tafo and Donkorkrom in the Eastern Region. Two Hundred (200) members of the Ghana Co-operative Agriculture and Marketing Association were trained in Basic Records-keeping, Pricing and Marketing of Produce, Group Dynamics and Conflict Management.

Table 22: Training Sessions by Region

Region	2016
Greater Accra	160
Central	240
Eastern	480
Western	40
Ashanti	80
Brong Ahafo	80
Volta	40
Northern	80
Upper East	0
Upper West	0
Total	1,200

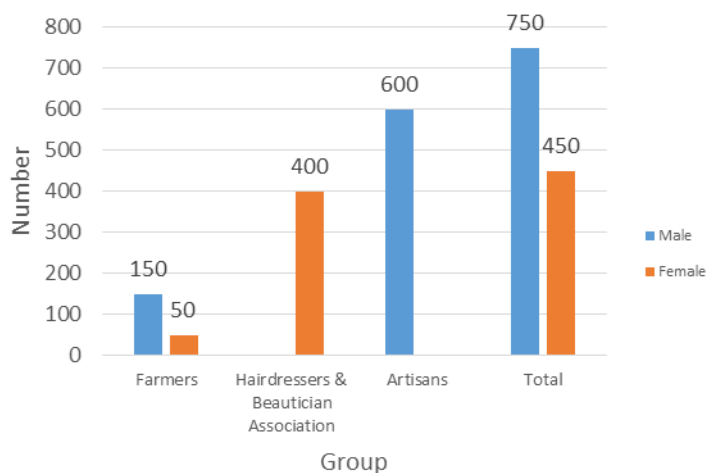


Figure 14: Number of Co-operative Society members trained,

6.5 Skills Training and Development

The Institutions responsible for skills training and development under the Ministry are the National Vocational Training Institute (NVTI); Integrated Community Centres for Employable Skills (ICCES); Opportunities Industrialisation Centre, Ghana (OIC, G)²; Management Development and Productivity Institute (MDPI); Ghana Co-operatives College (GCCo) and Youth Employment Agency (YEA)*.

National Vocational Training Institute (NVTI)

Master Craft Persons

Out of the 4,225 Master Craft Persons (MCPs) registered in 2016; 1,340, 797, 740 and 422 registered in areas such as Hairdressing, Dressmaking/Tailoring, MVM and General Electricals respectively. Also, Masonry, Cookery, ICT, Carpentry, Auto Electricals, Auto Bodyworks/Welding and Draughtmanship registered 390, 124, 104, 100, 95, 78 and 35 respectively. With the exception of ICT, which saw an increase in the number of registered MCPs in 2016 relative to 2015, the rest of the Trades recorded a decrease in registration. Registered MCPs reduced by 3,473 representing 45.12% in 2016 relative to 2015.

In all, 2,173 MCPs were mobilized for the Proficiency test in 2016 relative to 1,064 in 2015 and 780 in 2014 respectively. Notably, 530 were mobilized for Hairdressing, 400 for Dressmaking/Tailoring and 390 for ICT. Excluding ICT and Draughtmanship, which saw a

² OIC,G data was not ready as at the time of drafting the Report.

* As at 2016, YEA was still undergoing restructuring and thus could not provide information at the time of drafting this Report



decrease from 644 in 2015 to 390 in 2016 and 26 in 2015 to 0 in 2016 respectively, there was a general increase in the number of MCPs that were mobilized for the proficiency test. A total of 1,174 MCPs were accredited in 2016, implying a decrease of 632 MCPs representing 34.99% relative to 2015. Hairdressing and ICT saw an increase in accredited MCPs from 450 in 2015 to 520 in 2016 and 18 in 2015 to 20 in 2016 respectively. The number of MCPs in other Trades who were accredited in 2016 declined relative to 2015. There was a decrease from 1,166 MCPs monitored in 2015 to 879 in 2016. With the exception of ICT and Auto Bodyworks/Welding, where the number of MCPs monitored increased from 20 in 2015 to 42 in 2016 and 72 in 2015 to 75 in 2016 respectively, the rest of the MCPs monitored recorded a decrease in 2016 compared with 2015.

Table 23: Master Crafts Persons Registered, Trained, Accredited and Monitored

Trades	Registered			Mobilized for Proficiency Test			Accredited			Monitored		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Dressmaking/Tailoring	1,160	1,090	797	10	5	400	220	360	140	208	220	130
Carpentry	232	308	100	0	10	99	44	72	15	62	64	40
Masonry	580	870	390	2	4	140	110	180	142	120	102	74
MVM	760	1,455	740	120	60	260	165	270	84	130	140	100
Gen. Electricals	464	616	422	0	28	128	88	144	60	84	108	65
Auto Electricals	232	358	95	30	27	70	44	72	70	62	64	60
Auto Bodyworks/Welding	346	462	78	18	16	30	65	108	58	94	72	75
ICT	88	77	104	100	644	390	11	18	20	25	20	42
Cookery	290	358	124	0	44	126	55	90	40	50	66	58
Hairdressing	1,590	1,950	1,340	500	200	530	271	450	520	197	260	200
Draughtmanship	116	154	35	0	26	0	21	42	25	32	50	35
Total	5,858	7,698	4,225	780	1,064	2,173	1,094	1,806	1,174	1,064	1,166	879

Conduct of Test for Candidates (Certificate I/II & Proficiency I/II)

It is evident from the table below that whereas at least 80% of those who take the Proficiency test pass successfully, but at most 45% pass the Certificate courses, especially those who sit for the Certificate I examination (even though the percentage that pass consistently rose marginally during the period under consideration). Overall, the total number of registrants were mostly above 20,000 for the period under consideration. See *Appendix 9, 10, 11 and 12 for detail breakdown of the trades for which the candidates sat for the exams.*

Table 24: Summary of Examinations Conducted

Trades	Registered			No. of Passes			No. Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Proficiency I	7,320	7,619	8,431	6,503	7,107	7,848	817	512	583
Proficiency II	2,470	2,636	2,432	2,188	2,481	2,266	282	155	166
Certificate I	9,793	10,633	7,357	3,513	4,818	3,191	6,280	5,815	4,166
Certificate II	1,289	2,502	2,946	366	778	1,147	923	1,724	1,799
Total	20,872	23,390	21,166	12,570	15,184	14,452	8,302	8,206	6,714



Training Provided

The NVTI enrolled 3,836 Trainees in 2016. Those enrolled in General Electricals numbered 1,048 while the rest were 595 in Masonry, 539 in Dressmaking, 441 in Cookery and 260 in Motor Vehicle Mechanics.

Overall the total trainee population of the various Trades decreased from 8,965 in 2015 to 8,884 in 2016. The total number of trainees in 10 out of 23 Trades decreased in 2016 relative to 2015. Trades such as Dressmaking, Carpentry and Joinery, Masonry, General Electrical and Draughtsmanship saw an increase in the number of Trainees in 2016, while Trainees in Motor Vehicle Body Works, Cookery, Electronics, General Printing, Heavy Duty and Secretarial of from 2,551 in 2015 to 2,800 in 2016. Masonry and Dressmaking increased from 1,115 in 2015 to 1,400 in 2016 and 752 in 2015 to 1,125 in 2016 respectively. Fifty percent (50%) of the training courses saw an increase in the number of Trainees.

Table 25: Trainees in Various Trades

Trades	Enrolment			Total Trainee Population			No. of Graduates	
	2014	2015	2016	2014	2015	2016	2014	2015
Dressmaking	208	345	539	603	752	1,105	172	165
Carpentry and Joinery	53	77	67	162	188	194	29	26
Masonry	312	443	595	1,095	1,115	1,400	152	148
Gen. Electricals	673	922	1,048	2,350	2,551	2,632	366	379
Motor Vehicle Body Works	10	11	14	35	44	31	10	14
ICT	72	91	97	236	254	272	13	27
Cookery	342	397	441	1,072	1,307	850	504	270
Draughtsmanship	17	39	37	75	105	112	30	15
Machining	15	31	31	99	100	109	17	15
General Agric	0	5	7	0	5	13	9	6
Electronics	22	33	49	123	143	122	44	44
General Printing	29	13	26	78	71	54	26	28
Heavy Duty Mechanics	58	51	84	151	221	203	20	53
Secretarial	87	202	140	243	436	124	88	59
Plumbing	20	55	68	99	142	169	36	46
Welding & Fabrication	90	100	145	336	426	382	56	64
Ref. Air Condition	30	35	35	137	147	128	15	28
Motor Vehicle Mechanics	200	171	260	687	678	666	64	37
Motor Vehicle Electricals	49	42	75	152	168	177	28	22
Leather Works	2	3	4	20	17	10	11	1
Mechanical Engineering Crafts	15	22	25	40	56	66	19	23
Textile Weaving	15	21	44	46	39	58	12	9
Hairdressing	2	0	5	2	0	7	0	0
Total	2,321	3,109	3,836	7,841	8,965	8,884	1,721	1,479



Seven (7) Short Courses were organised for 359 trainees enrolled in 2016. 85 trainees were enrolled in Driver Instructor training, 81 in Defensive Driving, 66 in TVET Instructor Training, 59 in Affiliated Trainee Certified, 52 in Skills Upgrading, 9 in Transport Management and 7 in Office Management. Out of the 359 trainees, 342 graduated. Although 17 of the trainees enrolled in 2016 dropped out, the completion rate for those enrolled in TVET Instructor Training, Affiliated Training Certified and Skills Upgrading was 100% (*See the table 28 below for details*).

Table 26: Short Courses

Trades	Enrolment			No. of Graduates		
	2014	2015	2016	2014	2015	2016
Defensive Driving	171	123	81	156	117	74
Office Management	0	21	7	0	21	7
Transport Management	2	16	9	0	15	8
Driver Instructor Training	106	131	85	99	131	76
TVET Instructor Training	108	109	66	108	109	66
MCPs Skills Upgrading	549	1	52	549	1	52
Affiliated Trainee Certified	107	148	59	107	148	59
Total	1,043	549	359	1,019	542	342

Instructional staff

The total male staff as at 2014 was 201. In 2015 the total number of male staff increased to 211 with a difference of 10 as compared to 2014. There was a reduction in 2016 as the number of male staff decreased to 189. In the case of the female staff, the total number has been on the increase: 2014 recorded 86 female staff, while 2015 recorded 89 female staff. This number rose to 94 in 2016.

The NVTI has consistently operated with 2/3^{ds} of the ideal number of staff they require in order to be more efficient at delivering even better training than they are delivering now. Inasmuch as some of the current staff strength matched the ideal/required, some had widened marginally to as high as 10 new staff needed. Overall, the gap between the current and the ideal staff strength had increased from 95 in 2014 to 101 in 2016, despite a fall to 82 in 2015.

Table 27: Current vs. Ideal Instructional Staff Strength of NVTI by Trades

Trades	Staff Strength			Ideal Staff Strength			Variance		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Maintenance Fitting	1	1	1	2	2	2	-1	-1	-1
Leather Works	2	2	2	2	2	2	0	0	0
Motor Vehicle Mechanic	18	13	13	23	23	23	-5	-10	-10
Motor Vehicle Electricals	2	2	2	5	5	5	-3	-3	-3
Motor Vehicle Body Repairs	2	2	2	5	5	5	-3	-3	-3
Spraying /Painting	1	0	0	3	3	3	-2	-3	-3
Carpentry	30	30	28	35	35	35	-5	-5	-7
Dressmaking	42	41	39	47	47	47	-5	-6	-8
Garments and Textiles	2	4	3	4	4	4	-2	0	-1
Metal Machining	5	5	4	5	5	5	0	0	-1



Trades	Staff Strength			Ideal Staff Strength			Variance		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Ref. & Air Conditioning	6	10	7	10	10	10	-4	0	-3
Electronic & Radio/TV Repairs	4	7	7	10	10	10	-6	-3	-3
Hairdressing	1	1	1	2	2	2	-1	-1	-1
Gen. Electricals/Installation	34	42	39	45	45	45	-11	-3	-6
Plumbing Work	4	6	6	6	6	6	-2	0	0
Building/Masonry	46	45	43	52	52	52	-6	-7	-9
Composing & Printing	4	3	3	4	4	4	0	-1	-1
Welding & Fabrication	11	15	9	11	11	11	0	4	-2
Heavy Duty Mechanics	1	1	1	3	3	3	-2	-2	-2
Cookery	31	31	40	45	45	45	-14	-14	-5
Stenographer/Typist	11	13	11	15	15	15	-4	-2	-4
Secretarial ICT	13	13	8	18	20	20	-5	-7	-12
Computer Hardware	6	6	3	10	10	10	-4	-4	-7
Weaving	4	6	6	8	8	8	-4	-2	-2
General Agric	1	0	1	2	2	2	-1	-2	-1
Draughtsmanship	5	3	4	10	10	10	-5	-7	-6
Total	287	302	283	382	384	384	-95	-82	-101

Integrated Community Centres for Employable Skills

Trainee Population

During the period under review, 1,075 trainees were enrolled in 2016 representing an increase of 20 from 2015. Out of this number, 244 were enrolled in Electrical Installation, 222 in Dressmaking, 189 in Cookery, 184 in Building Construction and 58 in Carpentry & Joinery/Alum Fabrication. The other Courses each enrolled fewer than 40 trainees. Enrollment in Agriculture Studies; Beads, Ceramics & Pottery; Carpentry & Joinery/Alum Fabr.; Catering, Electronic Studies & Repairs; Hairdressing; Health Care Studies; Secretarial Studies; Textiles; and Welding declined in 2016 relative to 2015, while that of Auto Mechanics, Building Construction, Draughtsmanship, Electrical Installation, Fashion, ICT Studies, Painting & Decoration; and Welding & Fabrication increased in enrollment in 2016 compared to 2015. Enrollment in Detergents Making has been the same since 2014.

The total trainee Population increased from 3,096 in 2014 to 3,204 in 2016. In 2016, the total population of Electrical Installation trainees was 733, Fashion (663), Catering (567) and Building Construction (553). With the exception of ICT Studies and Carpentry & Joinery/Alum Fabr., which had a total trainee population of 115 and 174 respectively in 2016, the remaining courses each had a total trainee population of less than 75.

The number of drop-outs increased from 42 in 2014 to 55 in 2015, but declined to 43 in 2016. With the exception of Electronics Studies & Repairs where no trainees dropped out in 2016, 5 trainees dropped out from Health Care Studies, 4 trainees from Catering, 3 trainees each from Building Construction, Carpentry & Joinery/Alum Fabr., Draughtsmanship, Electrical Installation, ICT Studies, Painting & Decoration. A trainee each dropped out from Detergents



Making and Beads, Ceramics & Pottery, with 2 trainees dropping out of the remaining courses.

Overall, 3,160 trainees graduated in 2016 relative to 3,063 and 3,054 in 2015 and 2014 respectively. Electrical Installation, Fashion, Catering and Building Construction graduated 730, 661, 562 and 550 in 2016 respectively. Auto Mechanics, Detergents, Health Care Studies, ICT Studies, Welding and Fabrication saw an increase in the number of trainees graduated, while Agriculture Studies, Carpentry & Joinery/Alum Fabr., Hairdressing, Secretarial Studies and Painting & Decoration saw a decline in the number of graduates. A detailed breakdown of trainee population by sex is attached as Appendix 13.

Table 28: Trainee Population by Trades

Trades	Enrolment			Total Trainee Population			No. of Drop-Outs			No. of Graduates		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Agriculture Studies	14	20	17	42	59	51	5	4	2	37	55	49
Auto Mechanics	22	22	24	67	64	73	2	3	2	65	61	71
Beads, Ceramics & Pottery	1	2	1	4	5	4	0	1	1	4	4	3
Building Construction (Masonry)	178	181	184	536	541	553	4	4	3	532	537	550
Carpentry & Joinery/Alum Fabr.	71	63	58	212	188	174	2	5	3	210	183	171
Catering (Cookery)	182	192	189	545	574	567	6	6	4	539	568	562
Detergents Making (Soap/Pomade/Powder)	4	4	4	10	12	13	0	3	1	10	9	12
Draughtsmanship (Auto Cad)	8	7	8	23	21	23	1	2	3	22	19	20
Electrical Installation	252	242	244	755	727	733	5	5	3	750	722	730
Electronics Studies & Repairs	7	8	7	21	23	20	1	2	0	20	21	20
Fashion (Dressmaking & Tailoring)	207	220	222	622	659	663	5	3	2	617	656	661
Hairdressing	22	24	23	64	72	70	0	2	2	64	70	68
Health Care Studies	15	21	16	45	41	49	2	3	5	43	38	44
ICT Studies (Hardware & Software)	23	15	39	68	45	115	3	3	3	65	42	112
Painting & Decoration	3	4	6	4	5	7	0	2	3	4	3	4
Secretarial Studies	7	7	6	9	12	6	2	2	2	7	10	4
Textiles (Batik, Tie/Dye & Weaving)	6	7	5	16	21	16	2	2	2	14	19	14
Welding & Fabrication	18	16	22	53	49	67	2	3	2	51	46	65
Total	1,040	1,055	1,075	3,096	3,118	3,204	42	55	43	3,054	3,063	3,160

Instructional Staff

The number of Instructional Staff increased from 345 in 2014 to 362 in 2016 with Fashion, Building Construction and Electrical Installation having a staff strength of 95, 65 and 48



respectively in 2016. With the exception of Auto Mechanics, Detergents and Textiles which have the ideal number of staff required, all the other Courses require additional staff to attain the ideal staff strength. Fashion and Electrical Installation require as many as 8 and 7 additional staff respectively for effective delivery. *A detailed breakdown of Instructional staff by sex is attached as Appendix 14.*

Table 29: Instructional Staff of ICCES (2014-2016)

Trades	Staff Strength			Ideal Staff Strength			Variance		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Agriculture Studies	4	5	4	5	5	5	-1	0	-1
Auto Mechanics	4	3	5	5	5	5	-1	-2	0
Beads, Ceramics & Pottery	1	1	1	2	2	2	-1	-1	-1
Building Construction (Masonry)	64	63	65	66	66	67	-2	-3	-2
Carpentry & Joinery/Alum Fabr.	36	37	35	40	42	40	-4	-5	-5
Catering (Cookery)	48	47	48	53	53	53	-5	-6	-5
Detergents Making (Soap/Pomade/Powder)	5	6	5	5	5	5	0	1	0
Draughtsmanship (Auto Cad)	5	6	7	7	8	9	-2	-2	-2
Electrical Installation	48	46	48	55	58	55	-7	-12	-7
Electronics Studies & Repairs	1	1	1	3	3	3	-2	-2	-2
Fashion (Dressmaking & Tailoring)	91	94	95	103	103	103	-12	-9	-8
Hairdressing	14	16	17	19	19	19	-5	-3	-2
Health Care Studies	1	1	1	2	2	2	-1	-1	-1
ICT Studies (Hardware & Software)	2	2	2	3	3	3	-1	-1	-1
Painting & Decoration	1	1	1	2	2	2	-1	-1	-1
Secretarial Studies	5	5	8	9	9	10	-4	-4	-2
Textiles (Batik, Tie/Dye & Weaving)	12	14	15	15	15	15	-3	-1	0
Welding & Fabrication	3	3	4	5	5	5	-2	-2	-1
Total	345	351	362	399	405	403	-54	-54	-41

Management Development and Productivity Institute (MDPI)

Training Provided

Participants in the Inplant Courses increased from 415 in 2014 to 1,022 in 2016 while that of Regular Courses declined from 287 in 2014 to 178 in 2016. In all 1,200 West African nationals participated in Courses organised by the MDPI in 2016. One Thousand and Twenty-Two (1,022) underwent Inplant courses while 178 pursued Regular Courses. The composition of the nationalities comprised Ghanaians, Gambians and Liberians. One Thousand and Two (1,002) Ghanaians participated in the Inplant Courses while 151 were taken through the Regular Courses. 27 Gambians participated in Regular courses while 19 were taken through Inplant Courses. 1 Liberian participated in the Inplant Course organised by the Institute. There was a 48% increment in the number of participants that underwent



both the Regular and Inplant Courses in 2016 relative to 2015. Ghanaians continue to dominate in the participation of MDPI Courses followed by Gambians. The participation of Ghanaians over the years in the Regular Courses has declined from 196 in 2014 to 156 in 2016.

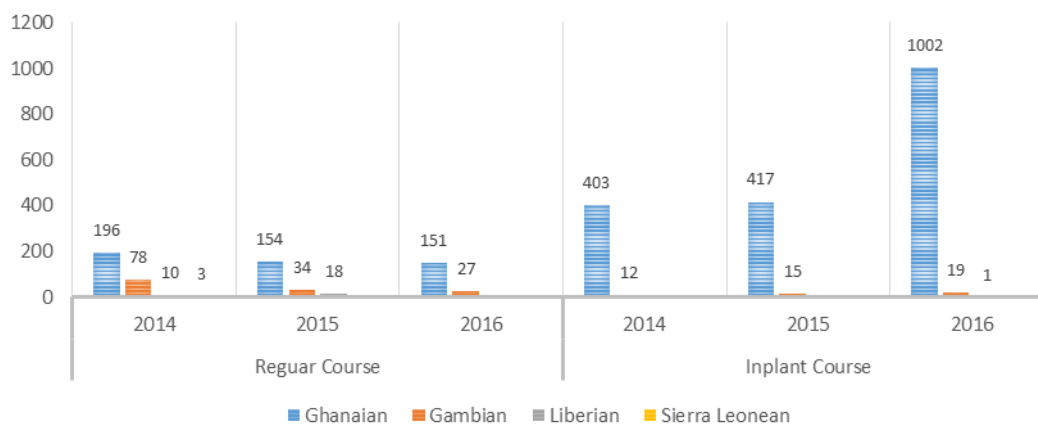


Figure 15: Nationality of Trainees of MDPI (2014-2016)

Instructional Staff

The MDPI had a total instructional staff strength of 57 as at 2016. The ideal staff strength for the Institute is 80. The Research Course, which needs 5 staff for effective delivery, has since 2014 had no staff. The staff strength declined from 64 in 2015 to 57 in 2016. In all the Institute needs 23 additional staff to complement the current staff strength.

Table 30: Instructional Staff of MDPI (2014-2016)

Course Name	Staff Strength			Ideal Staff Strength			Variance		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Directorate	3	4	4	7	7	7	-4	-3	-3
Ind. Engineering	5	4	3	5	5	5	0	-1	-2
Gen. Management	3	3	3	5	5	5	-2	-2	-2
Marketing	4	4	4	5	5	5	-1	-1	-1
FM / MIS	4	4	3	5	5	5	-1	-1	-2
Research	0	0	0	5	5	5	-5	-5	-5
Support Staff	47	45	40	48	48	48	-1	-3	-8
Total	66	64	57	80	80	80	-14	-16	-23

Ghana Co-operatives College

Training Provided

The number of people admitted by the Ghana Co-operatives College (GCCo) increased from 110 in 2015 to 160 in 2016. Even though all those admitted in 2015 successfully completed their respective courses, 15 out of the number admitted in 2016 failed to complete the Diploma in Co-operatives Course for Senior High School (SHS) leavers. That notwithstanding, the number of SHS Leavers trained increased by 4.5 times.



Table 31: Training provided by GCCo

Training	Enrolment			Total Trainee Population			No. of Drop-Outs			No. of Graduates		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
SHS Leavers trained in Diploma	0	10	45	0	10	45	0	0	15	0	10	30
Petty Traders sensitized on Co-operatives principles	0	50	50	0	50	50	0	0	0	0	50	50
Hairdressers trained in Co-operatives	0	50	65	0	50	65	0	0	0	0	50	65
Total	0	110	160	0	110	160	0	0	15	0	110	145

Instructional Staff

The College has a total of 6 Instructional staff for all the training courses that were undertaken in 2016. There were no female Instructional Staff. The number of Instructional Staff reduced from 7 in 2015 to 6 in 2016. The Ideal Staff Strength required by the College for effective training is 9. The difference between the ideal staff strength and the current figures from 2014 to 2016 reveals that the total staff strength is still about 30% below the required number of staff.

6.6 Pensions Regulation

National Pensions Regulatory Authority

Growth Indicators of SSNIT Scheme

The number of registered new members increased from 188,183 in 2015 to 210,490 in 2016. Active Contributors increased from 1,242,385 in 2015 to 1,310,610 while Pensioners also increased from 156,262 in 2015 to 176,847 in 2016. There was a decline in the number of establishments from 58,895 in 2015 to 57,925 in 2016.

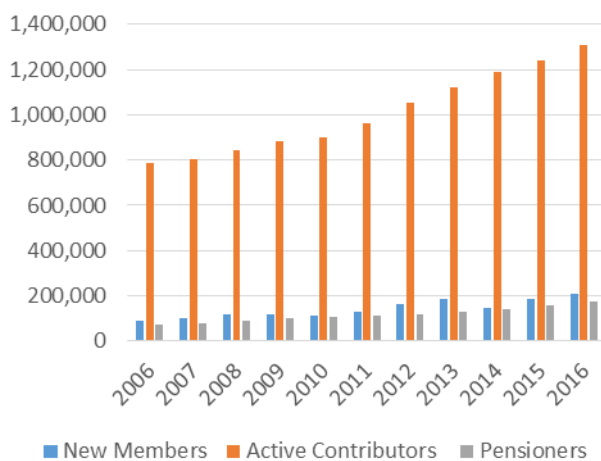


Figure 16: Contributors to SSNIT Pension Schemes

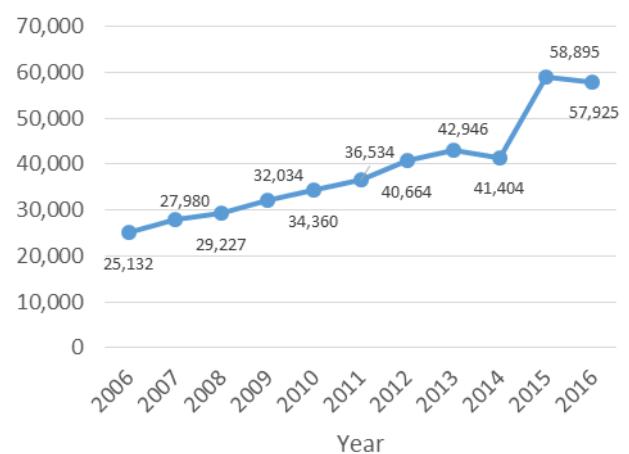


Figure 17: Active Establishments under the SSNIT Pension Schemes



Classification of Establishments on Tier 2 & 3 Schemes

As at 2016, the Tier 1 Scheme had 57,925 Active Establishments; 48,773 Dormant Establishments and 12,727 Closed Down Establishments. In all, 152,257 Contributors/Members have been enrolled under the Tier 2 & 3 which consist of the Personal Pension Scheme, which targets the Informal Sector, and the Provident Fund Schemes which targets the Formal Sector. This is an increase from the 2014 and 2015 figures of 128,400 and 148,882 respectively. With respect to benefits payment, an amount of GH¢226,876.85 was paid as Tier 2 lump sum benefits for beneficiaries in the Private Sector. No payments were made for beneficiaries in the Public Sector.

Tiers 2 & 3 Service Providers

For the privately managed Schemes (Tiers 2 & 3), the Regulator had registered a total of 129 Service Providers. They comprise 17 Pension Fund Custodians, 33 Corporate Trustee and 79 Pension Fund Managers.

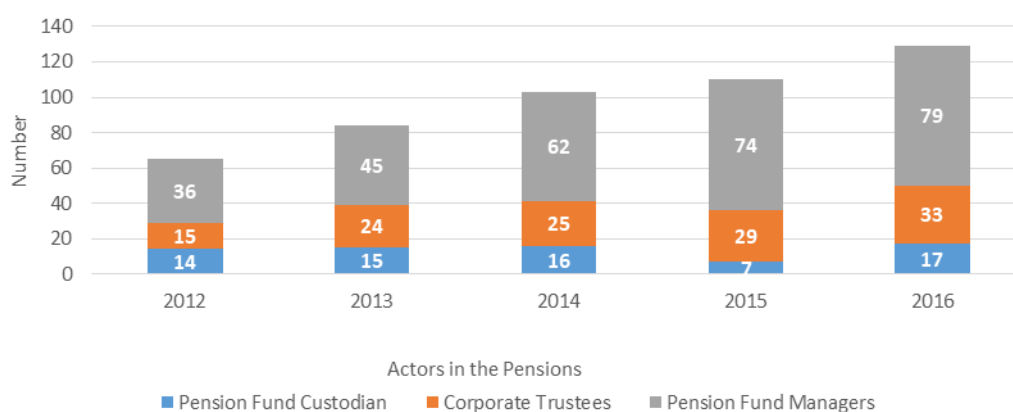


Figure 18: Tiers 2 & 3 Service Providers

Under the Tier 2 Schemes, the number of registered Employer-Sponsored Scheme (ESS) and Master Trust Schemes (occupational) for the year 2016 was 94 and 42 respectively. Between 2012 and 2016, the ESS grew from 59 to 94 whereas the Master Trust Scheme grew from 33 to 42. Also, for Tier 3 Schemes, the number of registered ESS (Provident Fund Scheme) and Master Trust Provident Fund Scheme were 67 and 34 respectively. For Personal Pension Scheme and Group Pensions Scheme 11 each were registered.

Table 32: Tiers 2 & 3 Service Providers

Scheme Type	Type of Administration	2012	2013	2014	2015	2016
Tier 2	Employer-sponsored (Occupational)	59	87	92	95	94
	Master Trust (Occupational)	33	40	48	50	42
Sub-total		92	127	140	145	136
Tier 3	Employer-sponsored (Provident)	39	50	53	58	67
	Master Trust (Provident)	25	27	34	36	34
	Group	6	7	9	9	11
	Personal	3	6	10	12	11
Sub-total		73	90	106	115	123
Grand Total		165	217	246	260	259



Pensions Coverage of Schemes and Asset Portfolio of Schemes

Overall, 57,925 Active Establishments were covered under the Tier-1 and Tier 2 mandatory schemes in 2016. Also, 57,925 were enrolled under the Tier-1 with 17,719 under the Tier 2. The percentage coverage for the Tier 2 mandatory Schemes was 30.5.

Table 33: Coverage of Schemes as at 31st December, 2016

Scheme	Active Establishments			Enrolment			Coverage (%)		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Tier 1	44,941	51,466	57,925	44,941	51,466	57,925	0	0	0
Tier 2	44,941	51,466	57,925	9,132	10,610	17,719	20.3	20.6	30.5

The total Asset Portfolio for Tier 1, Tier 2 and Tier 3 was GH¢15,558,869,773.00. The Asset Portfolio for Tier 1 increased from GH¢7,851,000,000.00 in 2015 to GH¢8,920,739,000.00 in 2016 while that of Tier 2 & 3 increased from GH¢3,299,137,760.42 in 2015 to GH¢6,638,130,773.00 in 2016.

Table 34: Asset Portfolio for Tier 1 and Tier 2 as at 31st December, 2016

Scheme	Amount (GH¢)		
	2014	2015	2016
Tier 1	5,170,130,000.00	7,851,000,000.00	8,920,739,000.00
Tier 2	1,936,191,383.53	3,299,137,760.42	6,638,130,773.00
Total	7,106,321,383.53	11,150,137,760.42	15,558,869,773.00

The average rate of return on investment for Tier 2 and Tier 3 in 2016 was 10%.

Benefits Payment under Tier 2

During the period under review, 307 Members in the Private Sector received lump sum Benefit Payment under Tier 2 in 2016 with an amount of GH¢226,876.85 disbursed. Although the 2016 number of beneficiaries increased from 50 in 2015 to 307 in 2016, the increment happened in relation to the Private Sector. The amount paid for the claims also increased from GH¢13,603.54 in 2015 to GH¢226,876.85 in 2016.

Table 35: Number of and Amount Paid to Beneficiaries by Sector

Sector	No.			Amount		
	2014	2015	2016	2014	2015	2016
Public	3	5	0	1,986.85	0	0
Private	392	45	307	1,096,317.55	13,603.54	226,876.85
Total	395	50	307	1,098,304.40	13,603.54	226,876.85



6.7 Labour Complaints and Disputes Regulation

National Labour Commission

Complaints/Petitions Received

The National Labour Commission (NLC) recorded a total of 735 Complaints/Petitions in the Greater Accra Region in 2016. Of the 735 Complaints/Petitions received, 221 were related to Unfair Termination, 180 related to Summary Dismissals, 167 were on matters such as Maternity Protection, Poor Conditions of Service etc. (others) and 93 were in relation to Unpaid Salaries. Other Complaints/Petitions were in relation to Redundancy/Lay-off/Severance Pay (55), Retirement/End of Service Benefits (13) and Workmen's Compensation (6). Although the total number of Complaints/Petitions received increased from 654 in 2015 to 735 in 2016, there was a reduction in the number of Complaints/Petitions regarding Workmen's Compensation and Redundancy/Lay-off/Severance Pay recorded by the Commission.

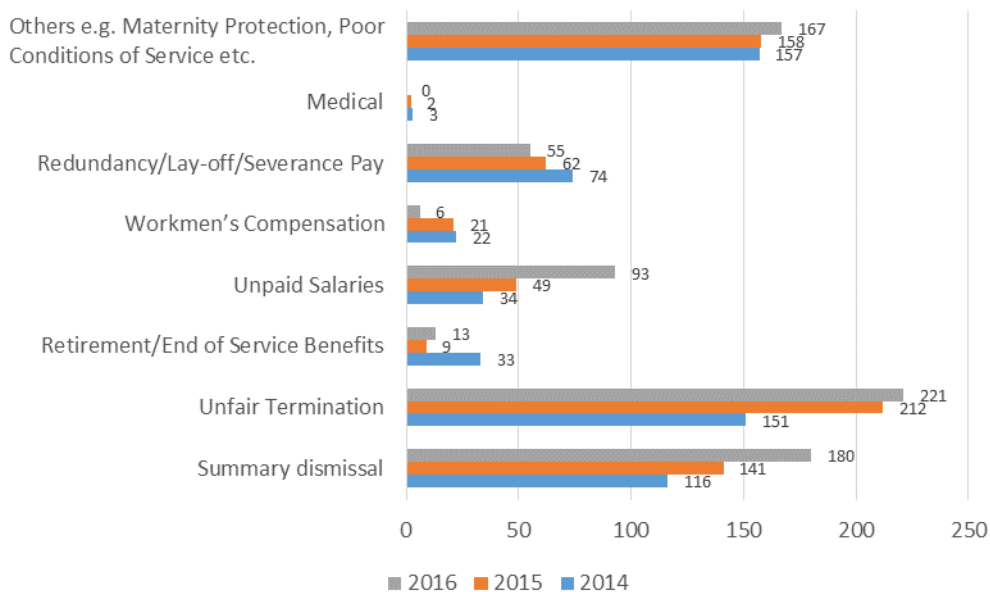


Figure 19: Number of Complaints/Petitions Received by NLC

Complaints/Petitions received by Regions

The NLC only has offices in the Greater Accra and Western Regions. Complaints are therefore only received in the Accra and Takoradi offices. 189 Summary Dismissals, 233 Unfair Terminations, 13 Retirement/End of Service Benefits, 96 Unpaid Salaries, 6 Workmen's Compensation, 60 Redundancy/Lay-off/Severance Pay and 168 Others e.g. Maternity Protection, Poor Conditions Of Service, etc. were reported in 2016. With the exception of Workmen's Compensation and Redundancy/Lay-off/Severance Pay which reduced from 21 in 2015 to 6 in 2016 and 65 in 2015 to 60 in 2016 respectively, Summary Dismissal increased from 148 in 2015 to 189 in 2016, Unfair Termination increased from 217 in 2015 to 233 in 2016, Unpaid Salaries increased from 53 in 2015 to 96 in 2016 and the



Others e.g. Maternity Protection, Poor Conditions Of Service, etc. increased from 160 in 2015 to 168 in 2016 (*Please see Table 38 for a detailed breakdown of this information*).

Strikes Recorded

Twelve (12) strikes were recorded in 2016 relative to 11 in 2015. The number of strikes seems to hover around 11 and 12. They occurred in Accra.

Training Undertaken by NLC

Fifty (50) Officers were trained in interaction between National Labour Officers and Social Partners in the Public/Civil Service, a decline from the 180 that were trained in 2015. Unlike the previous year (2015), no training was organised for Mediators, Arbitrators and other stakeholders on the implementation challenges of the Labour Act, 2003 (Act 651) and the way forward on ensuring industrial harmony.

The NLC has 61 Mediators with 50 males and 11 females. The Commission also has 26 Arbitrators, 22 males and 4 females. All the Mediators and the Arbitrators of the Commission are located in Accra. All the mediators and arbitrators are in the Greater Accra Regional office.



Table 36: Type of Complaints/Petitions received by Region

Sector	Summary Dismissal			Unfair Termination			Retirement/End of Service Benefits			Unpaid Salaries			Workmen's Compensation			Redundancy/Lay-off/Severance Pay			Medical			Others e.g. Maternity Protection, Poor Conditions Of Service etc.		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Greater Accra	116	141	180	151	212	221	33	9	13	34	49	93	22	21	6	74	62	55	3	2	0	157	158	167
Western	6	7	9	7	5	12	0	0	0	4	4	3	0	0	0	2	3	5	0	0	0	1	2	1
Total	122	148	189	158	217	233	33	9	13	38	53	96	22	21	6	76	65	60	3	2	0	158	160	168



7.0 CONCLUSION

In order to promote holistic development of the country, Government policy decision must be based on accurate data. The need for accurate, relevant, reliable and timely administrative data is crucial for the country's policy making process. The adoption of the Sustainable Development Goals (SDGs) on 1st January, 2016 by the global community, including Ghana, places a requirement on the countries to regularly report on progress towards attaining the Goals. More than half of the data requirements for the SDG indicators are expected to be drawn from the administrative data of Ministries, Departments and Agencies (MDAs); as such it is incumbent on the MELR to strengthen the production of its administrative data to conform with the approved data requirement of the National Statistics System (NSS) and for reporting on the SDGs.

The continuous need for data on employment and labour-related issues, particularly the administrative data on the activities of the Ministry and its Departments and Agencies, has precipitated the production of the 2016 Statistical Report. It is expected to serve as a useful tool for providing data to inform policy planning, formulation, implementation, monitoring and evaluation.

Since producing its maiden 2014 Statistical Report, the Ministry has improved upon the templates for collection of data required from its Departments and Agencies for analysis, interpretation and preparation of its annual Statistical Report. The 2016 Statistical Report disaggregates the data on the administrative activities of the Ministry and its Departments and Agencies and also incorporates all the suggestions and recommendations made on the previous Reports. The summarised statistics also aim to enable the Ministry build upon its previous performance and develop or adopt strategies that would enable the Ministry improve upon its policies in addressing the challenges confronting the country in terms of employment and labour-related issues. The need to compile a comprehensive Statistical Report is not only for evidence-based labour-related planning and policy formulation, but also to serve as a way to showcase the performance of the various Departments and Agencies under the Ministry.

In view of the challenges with the scope and coverage of the administrative data collected and submitted by the Ministry's Sector Departments/Agencies, the data/statistics provided in this Report should not be considered as representative of the situation of employment and unemployment in the entire country. The total number of persons trained by the technical and vocational institutions covers only those trained by the TVET institutions under the MELR. There will be the need for further studies and more data collection to enable the generalization of the data presented in this Statistical Report of the Ministry.

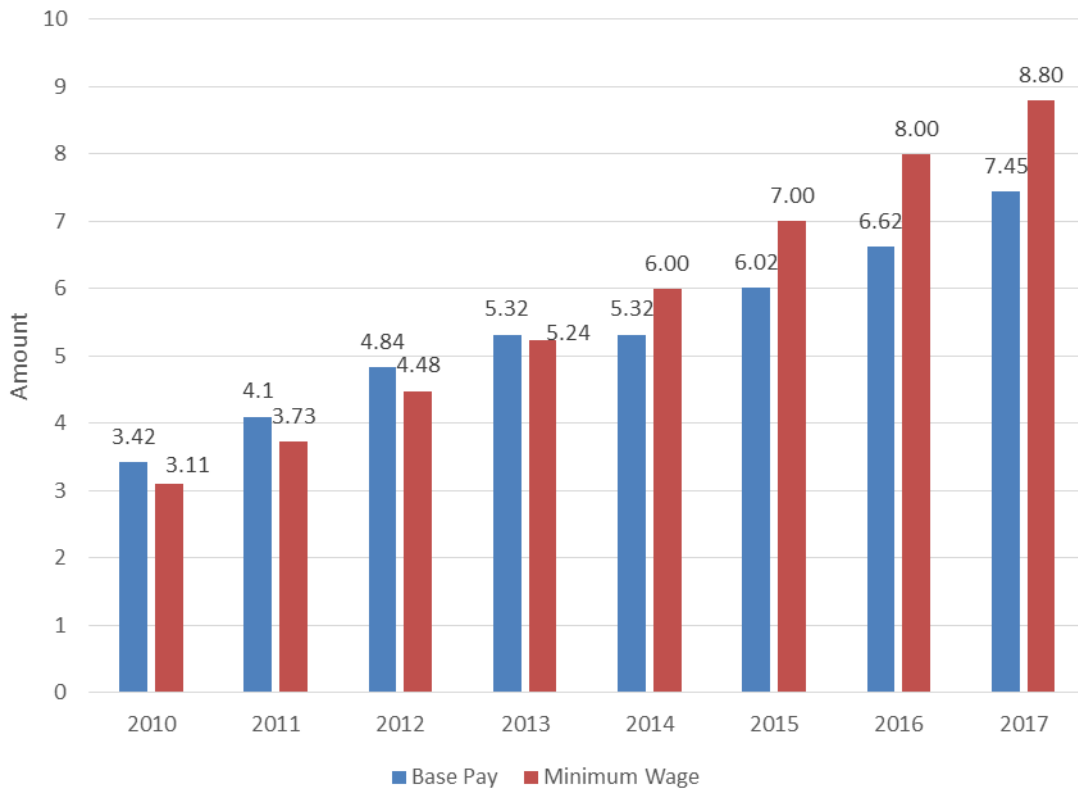
It is expected that the establishment and operationalisation of the Ghana Labour Market Information System (GLMIS) will widen the coverage of administrative data on employment and labour in the country and further ensure accuracy, as well as timeliness in reporting.



APPENDICES



Appendix 1: Pay Negotiation (GH¢) 2010-2017



Pay Negotiation (% growth)

Year	Base Pay	Minimum Wage	Variance
2010		17.36	9.97
2011	20	19.94	9.92
2012	18	20.11	8.04
2013	10	16.96	1.53
2014	10 (COLA)	14.50	-11.33
2015	13	16.67	-14.00
2016	10	14.29	-17.25
2017	12.5	10.00	-15.34



Appendix 2: Number of Employees Migrated onto the Single Spine Salary Structure (2010-2013)

No.	INSTITUTIONS	NUMBER OF EMPLOYEES			
		2010	2011	2012	2013
1	Ghana Police Service	25,542			
2	National Commission for Civic Education	1,518			
3	Ghana Prisons Service	4,567			
4	Ghana Immigration Service	3,109			
5	Ghana National Fire Service	5,874			
6	Ghana Cooperatives Council	13			
7	State Enterprises Commission	36			
8	Nacortics Control Board	106			
9	Abibigroma	23			
10	Naitonal Dance Company (Ghana Dance Ensemble)	41			
11	National Symphony Ochestra	39			
12	W. E. B. Dubois Memorial Centre	7			
13	Gratis Foundation	227			
14	National Board for Small Scale Industries	355			
15	Irrigation Company of Upper East Region (ICOUR)	147			
16	Centre for National Culture	904			
17	Folklore Board	5			
18	Centre for Scientific Research Into Plant Medicine	171			
19	Kwame Nkrumah Memorial Park	16			
20	Ghana Museums and Monuments Board	260			
21	National Development Planning Commission	37			
22	Ghana Export Promotion Council	77			
23	Ghana News Agency	180			
24	Civilian Employees of Ghana Armed Forces	6,005			
25	General Legal Council (Ghana School of Law)	51			
26	National Theatre of Ghana	67			
27	National Media Commission	18			
28	Grains and Legumes Development Board	151			
29	Ghana Education Service		257,424		
30	National Disaster Management Organisation		1,813		
31	Water Resources Commission		31		
32	Ghana Broadcasting Corporation		2,093		
33	National Youth Council		405		
34	Ghana Institute of Languages		158		
35	Commision on Human Rights and Administrative Justice		758		
36	Northern Region Irrigation Project (NORRIP)		50		
37	National Road Safety Commission		51		
38	National Vocational Training Institute		774		
39	Opportunities Industrialisation Centre		105		



No.	INSTITUTIONS	NUMBER OF EMPLOYEES			
		2010	2011	2012	2013
40	Ghana Highways Authority		1,846		
41	Tourist Board		225		
42	Public Service Commission		67		
43	Civil Service		11,000		
44	Local Government Service		32,000		
45	Judicial Service		5,079		
46	Kwame Nkrumah University of Science and Technology (KNUST) (Snr. Staff, Jnr. Staff and Snr. Members)		3,087		
47	University of Education (UEW) (Snr. Staff, Jnr. Staff and Snr. Members)		1,552		
48	University of Ghana (Legon) (Snr. Staff, Jnr. Staff and Snr. Members)		5,325		
49	University of Mines and Technology (UMAT) (Snr. Staff, Jnr. Staff and Snr. Members)		360		
50	University for Development Studies (UDS) (Snr. Staff, Jnr. Staff and Snr. Members)		1,297		
51	University of Cape Coast (UCC) (Snr. Staff, Jnr. Staff and Snr. Members)		4,061		
52	Ghana Standards Board		284		
53	Forestry Commission		3,828		
54	Veterinary Council		4		
55	Electoral Commission		1,389		
56	Wa Polytechnic		167		
57	Sunyani Polytechnic		415		
58	Bolga Polytechnic		207		
59	Tamale Polytechnic		447		
60	Accra Polytechnic		548		
61	Cape Coast Polytechnic		336		
62	Ho Polytechnic		394		
63	Koforidua Polytechnic		462		
64	Kumasi Polytechnic		535		
65	Takoradi Polytechnic		838		
67	Organisation of African Trades Union Unity (OATUU)		16		
66	Ghana Library Board		596		
68	CEDECOM		65		
69	Hydrological Service		75		
71	National Sports College		56		
70	Ghana Health Service		74,600		
72	Ghana Atomic Energy Commission		882		
73	Lands Commission (Lands Valuation Division)		639		
74	Jachie Training Centre		22		



No.	INSTITUTIONS	NUMBER OF EMPLOYEES			
		2010	2011	2012	2013
75	Ghana Arm Forces Medical Personnel		1,281		
76	Non Formal Education			2,765	
77	Veterinary Service			105	
78	National Sports Authority			419	
79	National Film and Television Institute (NAFTI)			58	
80	Office of the Administrator of Stool Lands			270	
81	Intergrated Community Centres for Employable Skills (ICCES)			329	
82	Community Water and Sanitation Agency			208	
83	Institute of Professional Studies (Snr. Staff, Jnr. Staff and Snr. Members)			278	
84	Government Technical Training Centre			30	
85	St. Theresa's Handicap Centre			28	
86	Ghana National Commission for UNESCO			8	
87	Environmental Protection Agency			278	
88	Ghana Cooperatives College			9	
89	National Centre for Radiotherapy and Nuclear Medicine			20	
90	Law Reforms Commission			20	
91	Food and Drugs Board			383	
92	Council for Law Reporting			25	
93	Irrigation Development Authority			304	
94	National Commission on Culture			5	
95	National Service Secretariat			339	
96	National Labour Commission			38	
97	Ghana Institute of Journalism (Jnr. and Snr Staff; Snr Members)			74	
98	African Peer Review Mechanism			11	
99	Pharmacy Council			89	
100	Postal and Courier Service			7	
101	Ghana Investment Promotion Centre			54	
102	Gaming Commission			13	
103	Hotel Catering and Tourism Training Institute			10	
104	Management Development and Productivity Institute			63	
105	National Population Council			89	
106	Nurses and Midwives Council			45	
107	Ghana Statistical Service			539	
108	Legal Aid Scheme			92	
109	Ghana Meteorological Agency (GMA)			476	
110	Attorney General's Department			156	
111	Bamboo and Rattan Development			4	
112	Council for Scientific and Industrial Research			3,720	



No.	INSTITUTIONS	NUMBER OF EMPLOYEES			
		2010	2011	2012	2013
113	Medical and Dental Council			16	
114	National Accreditation Board				45
115	Traditional Medicine Council				26
116	Divestiture Implementation Committee				14
117	Ghana Association of University Administrators (GAUA)				723
117	Ghana Academy of Arts and Sciences				17
118	National Council for Tertiary Education				49
119	Ghana College of Physicians and Surgeons				12
120	National Board for Professional and Technician Examination (NABTEX)				34
121	Ghana Science Association				7
122	Energy Commission				62
123	Kofi Annan ICT				32
124	Public Procurement Authority				62
125	St John Ambulance				34
126	Ghana Book Development Council				10
127	AIDS Commission				50
128	All African Students Union				10
129	Architects Registration Council				5
130	Driver and Vehicle Licensing Authority				347
131	Internal Audit Agency				51
132	Private Hospitals and Maternity Homes Board				1
133	St Joseph Orphanage				13
134	Encyclopedia Africana Project				8
135	Pan African Writers Association				2
136	Securities And Exchange Commission				45
137	Nat. Council on Persons with Disability				7
138	National Identification Authority				184
139	District Assemblies Common Fund				16
TOTAL		49,546	417,647	11,377	1,866
GRAND TOTAL		<u>480,436</u>			



Appendix 3: Regional Distribution of Live Register by Industry

Region	Professional, Technical and Related Workers		Administrative and Managerial Workers		Clerical and Related Workers		Sales Workers		Service Workers		Agriculture, Animal Husbandary, Forestry Workers, Fisherman and Hunters		Production and Related Workers, Transport Equipment opts & Labourers		New Workers	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Greater Accra	5	48	2	10	105	39	15	83	42	58	4	38	307	125	291	1
Eastern	38	24	0	45	41	96	3	1005	168	20	1046	107	721	438	773	1207
Central	33	9	29	0	268	4	85	45	142	169	809	543	458	484	412	457
Western	40	86	0	0	43	80	6	0	20	49	3	0	353	450	453	813
Ashanti	978	32	15	0	236	83	1419	91	856	65	63	98	1523	789	600	682
Brong Ahafo	47	512	0	17	158	572	310	210	593	504	55	755	5751	1426	710	682
Northern	0	11	0	6	0	2	0	4	0	8	0	2	0	137	0	117
Upper East	0	0	32	1	0	1	0	0	12	5	0	0	6	3	10	68
Upper West	10	8	0	0	0	0	0	0	2	14	0	0	211	96	79	121
Volta	0	2	0	5	0	2	0	7	0	4	0	7	167	26	0	190
Total	1151	732	78	84	851	879	1838	1445	1835	896	1980	1550	9497	3974	3328	4338



Appendix 4: Regional Distribution of Live Register by Age Groups

Region	15-19 YEARS				20-24 YEARS				25-44 YEARS				45-54 YEARS				55-59 YEARS			
	Male		Female		Male		Female		Male		Female		Male		Female		Male		Female	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
Greater Accra	71	39	41	27	157	94	112	42	216	105	144	94	22	1	7	0	1	0		0
Eastern	201	51	123	203	652	457	341	656	919	602	432	928	69	14	53	31	0	0	0	0
Central	65	65	105	82	573	385	510	393	413	313	525	422	12	29	33	22	0	0	0	0
Western	7	13	3	2	299	180	81	177	417	824	106	279	4	2	1	1	0	0	0	0
Ashanti	502	142	27	13	2321	514	46	75	1823	775	684	321	284	0	3	0	0	0	0	0
Brong Ahafo	751	247	168	414	2449	949	780	1180	2561	845	782	1043	98	0	28	0	7	0	0	0
Northern	0	32	0	28	0	35	0	33	0	102	0	57	0	0	0	0	0	0	0	0
Upper East	3	5	0	0	31	26	0	0	26	46	0	1	0	0	0	0	0	0	0	0
Upper West	25	27	21	24	78	63	55	43	74	47	47	35	2	0	0	0	0	0		0
Volta	19	23	0	0	47	61	4	13	94	134	3	12	0	0	0	0	0	0	0	0
Total	1644	644	488	793	6607	2764	1929	2612	6543	3793	2723	3192	491	46	125	54	8	0	0	0



Appendix 5: Employment Services by PEA (Foreign)

Occupation	Job Placement			
	Male		Female	
	2015	2016	2015	2016
General Mechanic	30	0	0	0
Labourer	808	187	0	0
Forklift Operator	25	0	0	0
Heavy Duty Driver	177	0	0	0
Rigger	112	0	0	0
Domestic Worker	0	5	164	1225
Mech. Technician	13	5	13	0
Crane Operator	25	0	25	0
Auto Mechanic	94	3	94	0
Security Personnel	73	215	102	0
Driver	0	113	0	0
Salesman	0	28	0	0
Blast man	0	3	0	0
House Help	0	0	0	5
Technical Helper	0	3	0	0
Trailer Driver	0	3	0	0
Mason	0	35	0	0
Helper	0	294	0	0
Carpenter	0	13	0	0
Steel Fixer	0	33	0	0
Cashier	0	3	0	2
Warehouse Assistant	0	13	0	0
Food server	0	79	0	12
Scarfolder	0	3	0	0
Foreman	0	3	0	0
Waiter	0	18	0	0
Waitress	0	0	0	24
Supervisor	0	3	0	0
Barista	0	5	0	0
Head Barista	0	2	0	0
Cleaner	0	0	0	35
Total	1357	1069	398	1303



Appendix 6: Inspection of Registered Workplaces

Industry	2014	2015	2016
Oil & Gas	1216	1055	1011
Warehousing	60	54	32
Food/Fruit Processing	72	48	31
Plastics/Rubbers	69	54	32
Saw milling	40	45	21
Recycling waste	70	63	54
Civil/Construction Eng.	50	53	48
Electrical/Telco Eng.	54	19	5
Water	301	258	239
Restaurant	16	18	24
Energy	21	4	2
Offices	42	28	17
Shops	54	33	30
Fabrication	12	6	2
Ports and Docks	25	12	10
Cement/Concrete Products	38	28	32
Distilleries	3	3	3
Breweries	9	5	4
Paper Conversion	73	66	60
Jobbing Engineering	18	10	8
Textile/Dressmaking	34	20	0
Light Metallic Products	19	6	5
Chemicals/Pharmaceuticals	64	54	25
Laundering	45	32	20
Total	2405	1974	1715



Appendix 7: Industry Classification of Reported Accidents

TYPE OF INDUSTRY	Severity of Accidents					
	Fatal			Non-Fatal		
	2014	2015	2016	2014	2015	2016
Cotton	0	0	0	0	0	0
Clay, Stone, Lime and Cement	0	0	1	2	0	0
Iron, Steel and other Metal Rolling	0	0	0	8	16	5
Motor Vehicles (Motor Cycles, Cars)	0	0	0	2	0	0
Sawmills, Joinery and General Woodworking	0	0	0	2	0	0
Textiles Printing, Bleaching and Dyeing	0	1	0	0	1	0
Rubber Trades	0	0	0	0	0	0
Flour & other Milling	0	0	0	0	0	0
Tobacco and Matches	0	0	0	0	0	0
Alcoholic drink	0	0	0	0	0	0
Soap, Starch, Candles	0	0	0	0	0	0
Other miscellaneous industries	0	0	0	14	13	3
Docks	0	0	0	8	2	0
Building Operations	0	0	0	2	0	1
Construction	0	0	0	2	0	1
Packaging	0	0	0	4	0	15
Oil/Gas	0	0	13	0	0	45
Total	0	1	14	44	32	70



Appendix 8: Causes of Reported Accidents

Cause	Severity of Accidents					
	Non-Fatal			Fatal		
	2014	2015	2016	2014	2015	2016
Lifting Machinery	5	7	7	0	0	0
Milling Machines	0	0	0	0	0	0
Power Presses	0	0	0	0	0	0
Circular Saws	1	0	0	0	0	0
Vertical Spindle Moulding Machine	0	0	0	0	0	0
Other Woodworking Machinery	4	2	2	0	0	0
Other Power Driven Machinery	1	0	0	0	0	0
Electricity	0	0	0	0	0	0
Explosions	3	1	1	0	0	1
Machinery	22	11	5	0	0	0
Molten Metal: Other Hot or Corrosive Substances	0	2	1	0	0	0
Struck by a falling body	0	0	45	0	0	12
Persons falling	3	6	0	0	1	0
Stepping or striking against objects	0	0	0	0	0	0
Handling goods or articles	3	1	4	0	0	0
In manufacturing	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Eye injuries from particles or fragments thrown off	2	2	5	0	0	1
Total	44	32	70	0	1	14



Appendix 9: Conduct of Test for Candidates (Certificate I)

Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Carpentry and Joinery	79	64	70	29	14	19	50	50	51
Masonry	584	470	416	161	167	110	423	303	306
Building Draughtmanship	61	49	17	19	17	4	42	32	13
Pipe fitting	0	1	0	0	0	0	0	1	0
Plumbing	75	99	50	14	21	15	61	78	35
Motor vehicle mechanic	320	253	144	81	74	66	239	179	78
Motor vehicle electrical	59	63	61	13	21	28	46	42	33
Motor Vehicle Body Repairs	23	8	9	6	2	5	17	6	4
General welding	89	113	67	21	54	30	68	59	37
Welding (Arc)	13	14	20	0	2	16	13	12	4
Maintenance fitting	7	4	0	0	3	0	7	1	0
Machining	54	71	44	4	25	11	50	46	33
General Electrical	1544	1320	1072	246	369	399	1298	951	673
Construction Electrical	23	35	12	0	6	8	23	29	4
Electrical Motor Rewinding & Repairing	1	0	0	0	0	0	1	0	0
Radio, TV & Electronic servicing	54	40	19	20	17	9	34	23	10
Computer Hardware Servicing	27	15	11	2	12	3	25	3	8
Refrigeration and Air Conditioning Servicing	24	40	11	4	23	5	20	17	6
Dressmaking	601	512	418	130	273	160	471	239	258
Tailoring	3	4	10	2	2	2	1	2	8
Textile hand weaving	13	3	8	4	1	1	9	2	7
Textile decorating	5	7	2	3	4	0	2	3	2
Cookery	1672	1236	775	266	512	196	1406	724	579
Waiting	7	1	5	0	0	0	7	1	5
Leatherworks	5	9	4	1	2	3	4	7	1
Hairdressing	16	38	32	0	19	17	16	19	15
General Agriculture	62	52	41	41	28	3	21	24	38
General Printing (Press)	29	35	29	22	8	20	7	27	9
Graphic Design	3	5	6	3	4	0	0	1	6
Hardware	18	35	36	4	16	25	14	19	11
Software	0	1	0	0	0	0	0	1	0
Heavy Duty Mechanics	23	59	30	9	19	22	14	40	8
Health Care	4299	5977	3938	2408	3103	2014	1891	2874	1924
Total	9793	10633	7357	3513	4818	3191	6280	5815	4166



Appendix 10: Conduct of Test for Candidates (Certificate II)

Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Carpentry and Joinery	28	13	2	7	6	2	21	7	0
Masonry	149	76	60	27	8	20	122	68	40
Building Draughtmanship	17	5	5	3	2	3	14	3	2
Plumbing	21	17	14	6	6	5	15	11	9
Motor Vehicle Mechanic	44	31	24	8	16	10	36	15	14
Fuel Injection Pump Mechanic	0	0	1	0	0	1	0	0	0
Motor Vehicle Electrical	10	3	3	1	0	2	9	3	1
Motor Vehicle Body Repairs	0	4	0	0	2	0	0	2	0
General Welding	17	21	36	7	11	13	10	10	23
Welding (Arc)	5	2	0	2	1	0	3	1	0
Sheet Metal Works	0	2	0	0	0	0	0	2	0
Maintenance fitting	1	3	0	0	1	0	1	2	0
Machining	15	20	11	0	9	3	15	11	8
General Electrical	201	158	159	95	34	26	106	124	133
Construction Electrical	28	4	7	1	0	0	27	4	7
Radio, TV & Electronic servicing	24	21	9	15	5	3	9	16	6
Computer Hardware Servicing	0	1	7	0	0	4	0	1	3
Refrigeration and Air conditioning Servicing	9	12	16	2	4	5	7	8	11
Dressmaking	63	49	75	39	21	34	24	28	41
Tailoring	2	1	1	2	0	0	0	1	1
Textile decorating	0	2	1	0	2	1	0	0	0
Cookery	237	218	176	20	64	78	217	154	98
Leatherworks	2	1	2	0	0	0	2	1	2
Hairdressing	0	6	5	0	3	2	0	3	3
General Agriculture	7	51	61	2	13	31	5	38	30
General Printing (Press)	1	7	5	0	5	3	1	2	2
Graphic Design	1	0	0	1	0	0	0	0	0
Hardware	3	2	14	1	1	1	2	1	13
Heavy Duty Mechanics	0	6	12	0	1	8	0	5	4
Health Care	404	1766	2239	127	563	892	277	1203	1347
Pharmatech	0	0	1	0	0	0	0	0	1
Total	1289	2502	2946	366	778	1147	923	1724	1799



Appendix 11: Conduct of Test for Candidates (Proficiency I)

Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Painting and Decoration	14	20	9	8	16	7	6	4	2
Painting (Signwriting)	3	9	3	3	9	2	0	0	1
Painting (Structural)	36	28	49	34	27	48	2	1	1
Spray Painting (Furniture)	3	0	0	2	0	0	1	0	0
Carpentry and Joinery	291	337	201	264	310	191	27	27	10
Cabinet Making	0	0	1	0	0	0	0	0	1
Upholstery	6	8	3	6	4	2	0	4	1
Masonry	351	460	427	308	428	401	43	32	26
Tile Laying	22	17	15	18	16	14	4	1	1
Steel bending	18	30	23	16	29	23	2	1	0
Building Draughtmanship	0	0	1	0	0	0	0	0	1
Plumbing	193	216	183	181	201	169	12	15	14
Pipe fitting	15	25	51	13	23	47	2	2	4
Woodwork Machine Operating	0	0	1	0	0	1	0	0	0
Saw Doctoring	0	0	1	0	0	1	0	0	0
Motor vehicle mechanic	434	327	328	346	284	290	88	43	38
Diesel Mechanic	22	5	3	18	4	3	4	1	0
Agricultural Machinery Mechanic	1	0	2	1	0	1	0	0	1
Construction Machinery Mechanic	2	0	0	2	0	0	0	0	0
Small Engines Mechanic	6	44	28	5	41	25	1	3	3
Fuel Injection Pump Mechanic	1	2	3	1	2	3	0	0	0
Motor Vehicle Electrical	134	108	66	106	91	59	28	17	7
Motor Vehicle Body Repairs	31	38	21	19	36	19	12	2	2
Spray Painting (Car)	41	43	35	27	40	34	14	3	1
Earthmoving Equipment operating	7	6	11	7	6	10	0	0	1
General Welding	143	181	183	133	157	164	10	24	19
Welding (Arc)	176	144	168	158	131	161	18	13	7
Welding (Gas)	4	8	4	2	7	4	2	1	0
Mechanical Engineering fitting	1	6	2	0	3	2	1	3	0
Maintenance fitting	20	11	18	17	10	17	3	1	1
Bench fitting	3	1	3	0	1	3	3	0	0
Blacksmithing	2	2	2	2	2	2	0	0	0
Boiler Maintenance	0	0	3	0	0	3	0	0	0
Business System Servicing	4	2	6	4	2	5	0	0	1



Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Machining	23	25	25	14	24	25	9	1	0
Lathe Turning	7	0	4	5	0	4	2	0	0
Engine Reboring	0	0	1	0	0	1	0	0	0
General Electrical	989	1101	969	889	1048	868	100	53	101
Construction Electrical	114	69	51	96	66	50	18	3	1
Electrical Motor Rewinding & Repairing	10	8	4	8	8	4	2	0	0
Linesman (power)	4	9	6	3	7	5	1	2	1
Radio, TV & Electronic Servicing	111	72	38	105	71	34	6	1	4
Computer Hardware Servicing	1	3	15	1	1	14	0	2	1
Refrigeration and Air Conditioning Servicing	94	55	48	76	50	44	18	5	4
Dressmaking	1134	1219	1586	975	1150	1500	159	69	86
Needlework & Craft	27	48	13	26	36	12	1	12	1
Tailoring	104	148	124	94	137	116	10	11	8
Textile hand weaving	51	226	356	50	224	344	1	2	12
Textile decorating	59	60	30	54	58	29	5	2	1
Cookery	1326	1374	1519	1230	1280	1439	96	94	80
Waiting	1	2	0	0	2	0	1	0	0
Leatherworks	18	16	18	17	15	16	1	1	2
Shoe making	11	37	6	11	35	6	0	2	0
Rural Crafts (Ropework)	3	6	9	3	6	9	0	0	0
Rural Crafts (Cane work)	3	3	10	2	3	8	1	0	2
Hairdressing	827	601	843	771	576	766	56	25	77
Barbering	6	50	88	5	49	86	1	1	2
Pottery and Ceramics	1	4	2	1	4	2	0	0	0
Carving (Wood)	0	1	2	0	1	2	0	0	0
General Printing (Press)	3	11	12	3	11	12	0	0	0
Book Binding	6	2	2	4	2	2	2	0	0
Photographic Printing	0	1	0	0	1	0	0	0	0
General Photography	1	3	2	1	2	2	0	1	0
Photography (still picture)	3	9	2	3	8	2	0	1	0
Photography (motion picture)	3	4	1	3	4	0	0	0	1
Vulcanizing	14	12	17	12	10	17	2	2	0
Graphic Design	19	4	3	19	4	3	0	0	0
Hardware	19	20	8	17	19	5	2	1	3
Software	14	3	1	0	2	0	14	1	1
Hair plaiting	120	122	187	117	114	185	3	8	2
Driver Mechanic	98	65	99	87	59	94	11	6	5
Heavy Duty Mechanic	37	39	58	32	38	53	5	1	5
Health Care	2	1	0	0	0	0	2	1	0



Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Floral and Balloon Decoration	21	54	68	19	51	64	2	3	4
Cake Decoration and Sugar craft	31	36	134	29	33	129	2	3	5
Hair braiding	21	18	47	20	18	37	1	0	10
Micro Flash	0	0	2	0	0	2	0	0	0
Baking	0	0	4	0	0	4	0	0	0
Pastry	0	0	25	0	0	23	0	0	2
Soap Making (Cake)	0	0	10	0	0	10	0	0	0
Powder Making	0	0	1	0	0	1	0	0	0
Bead Designing	0	0	50	0	0	37	0	0	13
Interior Decoration	0	0	24	0	0	24	0	0	0
Car Air-condition	0	0	1	0	0	1	0	0	0
Mobile Phone Repairs	0	0	1	0	0	0	0	0	1
Aluminium Fabrication	0	0	19	0	0	14	0	0	5
Installation and Maintenance	0	0	1	0	0	1	0	0	0
Wheel Balancing	0	0	1	0	0	1	0	0	0
Landscaping	0	0	1	0	0	1	0	0	0
Borehole Drilling	0	0	2	0	0	2	0	0	0
Tailoring (Smock)	0	0	1	0	0	1	0	0	0
Soap Making (Liquid)	0	0	24	0	0	24	0	0	0
Door Mat	0	0	2	0	0	2	0	0	0
Total	7320	7619	8431	6503	7107	7848	817	512	583



Appendix 12: Conduct of Test for Candidates (Proficiency II)

Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Painting and Decoration	5	3	7	5	2	7	0	1	0
Painting (Signwriting)	2	0	1	2	0	1	0	0	0
Painting (Structural)	19	14	27	18	14	24	1	0	3
Spray Painting (Furniture)	1	0	0	1	0	0	0	0	0
Carpentry and Joinery	105	105	75	90	102	72	15	3	3
Upholstery	4	4	0	3	4	0	1	0	0
Masonry	112	144	165	105	137	150	7	7	15
Tile Laying	3	10	8	3	10	8	0	0	0
Steel bending	9	9	7	9	9	7	0	0	0
Plumbing	92	101	92	88	98	84	4	3	8
Pipe fitting	8	12	38	8	12	35	0	0	3
Motor Vehicle Mechanic	160	147	116	131	134	105	29	13	11
Diesel Mechanic	8	3	1	8	3	1	0	0	0
Agricultural Machinery Mechanic	0	0	1	0	0	1	0	0	0
Construction Machinery Mechanic	1	0	0	1	0	0	0	0	0
Small Engines mechanic	5	2	4	4	1	3	1	1	1
Motor Vehicle Electrical	44	47	27	38	47	24	6	0	3
Motor Vehicle Body Repairs	4	10	16	3	8	14	1	2	2
Spray Painting (Car)	10	19	18	7	17	17	3	2	1
Marine fitting	0	1	0	0	1	0	0	0	0
Engine attendants	1	0	0	1	0	0	0	0	0
Earthmoving Equipment operating	6	3	1	6	3	1	0	0	0
General welding	45	76	60	36	68	58	9	8	2
Welding (Arc)	63	90	35	58	83	34	5	7	1
Welding (Gas)	3	2	1	0	2	1	3	0	0
Mechanical Engineering fitting	1	0	1	0	0	1	1	0	0
Maintenance fitting	9	7	3	8	6	3	1	1	0
Bench fitting	3	0	1	3	0	1	0	0	0
Blacksmithing	1	1	0	0	1	0	1	0	0
Boiler Maintenance	4	0	0	4	0	0	0	0	0
Business System Servicing	1	0	1	1	0	1	0	0	0
Machining	8	8	9	6	8	8	2	0	1
Lathe Turning	3	3	0	3	3	0	0	0	0
General Electrical	351	403	430	313	390	387	38	13	43
Construction Electrical	76	39	21	66	37	20	10	2	1
Electrical Motor Rewinding & Repairing	4	7	3	3	5	3	1	2	0
Linesman (power)	3	5	2	2	4	2	1	1	0
Radio, TV & Electronic Servicing	40	44	16	35	41	14	5	3	2



Trades	Registered			Passed			Referred		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
Computer Hardware Servicing	0	3	3	0	2	3	0	1	0
Refrigeration and Air Conditioning Servicing	24	29	24	22	29	23	2	0	1
Dressmaking	314	283	280	275	264	268	39	19	12
Needlework & Craft	2	0	1	2	0	1	0	0	0
Tailoring	48	35	41	46	35	40	2	0	1
Textile Hand Weaving	9	17	15	9	17	13	0	0	2
Textile Decorating	16	11	14	14	11	14	2	0	0
Cookery	664	696	653	607	658	621	57	38	32
Leatherworks	14	16	5	14	16	5	0	0	0
Shoe making	4	6	9	4	6	9	0	0	0
Rural Crafts (Rope work)	3	1	1	1	1	1	2	0	0
Rural Crafts (Cane work)	9	1	3	9	1	3	0	0	0
Hairdressing	76	108	84	57	99	73	19	9	11
Barbering	0	11	11	0	11	10	0	0	1
Pottery and Ceramics	0	0	3	0	0	3	0	0	0
Carving (Wood)	0	0	1	0	0	1	0	0	0
General Printing (Press)	3	6	3	3	6	3	0	0	0
Book Binding	6	1	1	5	1	1	1	0	0
Photographic Printing	0	1	0	0	1	0	0	0	0
Photography (still picture)	1	2	1	1	2	1	0	0	0
Photography (motion picture)	0	1	1	0	1	1	0	0	0
Vulcanizing	2	6	5	1	6	4	1	0	1
Graphic Design	5	2	1	3	2	1	2	0	0
Hardware	5	6	7	2	6	6	3	0	1
Hair plaiting	1	18	9	0	2	9	1	16	0
Driver Mechanic	26	45	24	24	43	24	2	2	0
Heavy Duty Mechanic	21	10	17	18	9	15	3	1	2
Hair braiding	0	2	7	0	2	6	0	0	1
Cake Decoration and Sugar craft	3	0	9	2	0	9	1	0	0
Floral and Balloon Decoration	0	0	6	0	0	6	0	0	0
Pastry	0	0	1	0	0	1	0	0	0
Soap Making (Cake)	0	0	3	0	0	3	0	0	0
Bead Designing	0	0	1	0	0	1	0	0	0
Installation and Maintenance	0	0	1	0	0	0	0	0	1
Total	2470	2636	2432	2188	2481	2266	282	155	166



Appendix 13: ICCES Trainees disaggregated by Sex

Trades	Enrolment						Total Student Population						No. of Drop-Outs						No. of Graduates					
	2014		2015		2016		2014		2015		2016		2014		2015		2016		2014		2015		2016	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Agriculture Studies	9	5	11	9	11	6	26	16	32	27	34	17	2	3	2	2	1	1	24	13	30	25	33	16
Auto Mechanics	22	0	22	0	24	0	67	0	64	0	73	0	2	0	3	0	2	0	65	0	61	0	71	0
Beads, Ceramics & Pottery	0	1	0	2	0	1	0	4	0	5	0	4	0	0	0	1	0	1	0	4	0	4	0	3
Building Construction (Masonry)	176	2	179	2	182	2	529	7	536	5	546	7	3	1	3	1	2	1	526	6	533	4	544	6
Carpentry & Joiny/Alum Fabr.	71	0	63	0	58	0	212	0	188	0	174	0	2	0	5	0	3	0	210	0	183	0	171	0
Catering (Cookery)	2	180	2	190	2	187	5	540	5	569	5	562	2	4	2	4	1	3	3	536	3	565	4	558
Detergents Making (Soap/Pomad e/ Powder)	0	4	0	4	0	4	0	10	0	12	0	13	0	0	0	3	0	1	0	10	0	9	0	12
Draughtsman ship (Auto Cad)	8	0	7	0	8	0	23	0	21	0	23	0	1	0	2	0	3	0	22	0	19	0	20	0
Electrical Installation	250	2	240	2	244	0	750	5	721	6	733	0	4	1	4	1	3	0	746	4	717	5	730	0
Electronics Studies & Repairs	7	0	8	0	7	0	21	0	23	0	20	0	1	0	2	0	0	0	20	0	21	0	20	0
Fashion (Dressmaking & Tailoring)	5	202	7	213	8	214	15	607	21	638	22	641	2	3	3	0	2	0	13	604	18	638	20	641
Hairdressing	0	22	0	24	0	23	0	64	0	72	0	70	0	0	0	2	0	2	0	64	0	70	0	68
Health Care Studies	7	8	7	14	8	8	22	23	20	21	24	25	1	1	2	1	3	2	21	22	18	20	21	23
ICT Studies (Hardware & Software)	16	7	15	0	27	12	47	21	45	0	80	35	2	1	3	0	3	0	45	20	42	0	77	35



Trades	Enrolment						Total Student Population						No. of Drop-Outs						No. of Graduates					
	2014		2015		2016		2014		2015		2016		2014		2015		2016		2014		2015		2016	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Painting & Decoration	3	0	4	0	6	0	4	0	5	0	7	0	0	0	2	0	3	0	4	0	3	0	4	0
Secretarial Studies	4	3	3	4	2	4	5	4	7	5	3	3	1	1	1	1	1	1	4	3	6	4	2	2
Textiles (Batik, Tie/Dye & Weaving)	2	4	3	4	2	3	5	11	10	11	7	9	1	1	1	1	1	1	4	10	9	10	6	8
Welding & Fabrication	18	0	16	0	22	0	53	0	49	0	67	0	2	0	3	0	2	0	51	0	46	0	65	0
Total	600	440	587	468	611	464	1784	1312	1747	1371	1818	1386	26	16	38	17	30	13	1758	1296	35	1354	1788	1372



Appendix 14: Instructional Staff of ICCES by Sex

Trades	Staff Strength						Ideal Staff Strength						Variance						
	2014		2015		2016		2014		2015		2016		2014		2015		2016		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Agriculture Studies	4	0	5	0	4	0	5	0	5	0	5	0	-1	0	0	0	-1	0	
Auto Mechanics	4	0	3	0	5	0	5	0	5	0	5	0	-1	0	-2	0	0	0	
Beads, Ceramics & Pottery	0	1	0	1	0	1	0	2	0	2	0	2	0	-1	0	-1	0	-1	
Building Construction (Masonry)	64	0	63	0	65	0	66	0	66	0	67	0	-2	0	-3	0	-2	0	
Carpentry & Joiny/Alum Fabr.	36	0	37	0	35	0	40	0	42	0	40	0	-4	0	-5	0	-5	0	
Catering (Cookery)	2	46	2	45	2	46	3	50	3	50	3	50	-1	-4	-1	-5	-1	-4	
Detergents Making (Soap/Pomade/Powder)	0	5	0	6	0	5	0	5	0	5	0	5	0	0	0	0	1	0	0
Draughtsmanship (Auto Cad)	5	0	6	0	7	0	7	0	8	0	9	0	-2	0	-2	0	-2	0	
Electrical Installation	46	2	45	1	46	2	50	5	53	5	50	5	-4	-3	-8	-4	-4	-3	
Electronics Studies & Repairs	1	0	1	0	1	0	3	0	3	0	3	0	-2	0	-2	0	-2	0	
Fashion (Dressmaking & Tailoring)	13	78	15	79	15	80	16	87	16	87	16	87	-3	-9	-1	-8	-1	-7	
Hairdressing	0	14	0	16	0	17	0	19	0	19	0	19	0	-5	0	-3	0	-2	
Health Care Studies	1	0	1	0	1	0	2	0	2	0	2	0	-1	0	-1	0	-1	0	
ICT Studies (Hardware & Software)	2	0	2	0	2	0	3	0	3	0	3	0	-1	0	-1	0	-1	0	
Painting & Decoration	1	0	1	0	1	0	2	0	2	0	2	0	-1	0	-1	0	-1	0	
Secretarial Studies	2	3	1	4	2	6	5	4	5	4	6	4	-3	-1	-4	0	-4	2	
Textiles (Batik, Tie/Dye & Weaving)	0	12	0	14	0	15	0	15	0	15	0	15	0	-3	0	-1	0	0	
Welding & Fabrication	3	0	3	0	4	0	5	0	5	0	5	0	-2	0	-2	0	-1	0	
Total	184	161	185	166	190	172	212	187	218	187	216	187	-28	-26	-33	-21	-26	-15	



GLOSSARY

Corporate Trustees - They register and administer the Pension Schemes in line with the Scheme Rules and Trust Deed of the Scheme, maintain investment policy statements, keep proper accounting records and members' register, prepare and lodge annual reports, etc.

Employee/Worker - A person employed under a contract of employment whether on a continuous, part-time, temporary or casual basis.

Employer - Any person who employs a worker under a contract of employment

Health - a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.

Industrial dispute - Any dispute between an employer and one (1) or more workers or between two (2) or more workers which relates to the terms and conditions of employment, the physical condition in which workers are required to work, the employment and non-employment or termination or suspension of employment of one (1) or more workers and the social and economic interests of the workers; but does not include any matter concerning the interpretation of the Labour Act, 2003 (Act 651), a collective agreement or contract of employment or any matter which by agreement between the parties to a collective agreement or contract of employment does not give cause for industrial action or lockout.

Labour inspection – According to Section 122 of the Labour Act, 2003 (Act 651), “there shall be carried out inspection to (a) secure the enforcement of the provisions of this Act relating to conditions of work and the protection of workers at their workplaces, including the provisions relating to hours of work, wages, safety, health and welfare of the workers and the employment of young persons; (b) provide technical information and advice to employers and workers concerning the most effective means of complying with the provisions of this Act; (c) bring to the notice of the Labour Department or the [National Labour] Commission any defects of this Act; and (d) report to the Labour Department or the Commission other unfair labour practices or abuses not specifically provided for by this Act.”

Live Register – This is a record of persons whose applications for employment (PEC 4 Cards) continue to be on the records of the PEC for at least three months. This record should be kept in occupational group.

Private Employment Agency – Any body corporate which acts as an intermediary for the purpose of procuring employment for a worker or recruiting a worker for an employer.

Public Employment Centre - Established under Section 2 of the Labour Act, 2003 (Act 651), Public Employment Centres assist unemployed and employed persons to find suitable employment; and assist employers to find suitable workers from among such persons, amongst other duties.



Pension Fund Manager – Pension Fund Managers play an advisory role to Trustees in the investment of Pension Funds and maintains book of accounts on transactions related to pension funds invested.

Pension Fund Custodians – Pension Fund Custodians hold the Pension Fund assets in trust for members of the various Schemes.

Safety - the condition of being protected from an unlikely cause of danger, risk, or injury.

Standing Joint Negotiation Committee - A body consisting of representatives of two (2) or more trade unions; and one or more trade unions and employer's representatives established for purposes of collective bargaining; and authorized by or on behalf of those trade unions and employers' representatives to enter into collective agreements on their behalf.

Strike - Any action by two (2) or more workers acting in concert, which is intended by them to restrict in any way the service they normally provide to the employer, or diminish the output of such service with a view to applying coercive pressure upon the employer; and includes sympathy strike and those activities commonly called a work-to-rule, a go-slow or a sit-down strike.

Workplace - includes any place where a worker needs to be or to go by reason of his or her work, which is under the direct or indirect control of the worker;



MELR 2016 STATISTICAL REPORT DEVELOPMENT TEAM

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2.	Claude Felix Ewa	Director, RSIM
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5.	Daniel Sakyi Asiedu	Assistant Director IIA



One (1) Day Validation Workshop on MELR Draft 2016 Statistical Report at the Forest Hotel, Dodowa on Friday 25th August, 2017

List of Participants

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A soft copy of the 2016 Statistical Report can be downloaded from the Ministry of
Employment and Labour Relations website:

www.melr.gov.gh

Thank you.



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