

***Business Continuity Plan for the
2020 Census in the Era of COVID-19:
The Case of the Ghana Statistical
Services***

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**GHANA
STATISTICAL SERVICE**

Outline

1. Basic characterization and training Schedule of Ghana's 2020 Census
2. Stage of Census preparation and timelines at the time of outbreak
3. Deployment of staged-engagement on Business Continuity Plan (BCP)
4. Implementation of BCP
5. Assessment of evolution of pandemic and directives for combating it
6. Remaining more relevant as a statistical organization
7. Learning Lessons to improve on the Census preparation



Basic characterization and Training Schedule of Ghana's 2020 Census – 1/3

1. Two components - Structure listing (Housing Census) & Population Census
2. Digital Census
 1. Use of tablets
 2. Use of dashboards for online / (near) real-time enumeration tracking
 3. Integration of geo-spatial data (Geometry and Accessibility indicators and Building footprints – densities and distribution)
3. Decentralisation (vertical and horizontal cascading)
4. De facto enumeration (with de jure component)
5. Demarcation exercise started two years ahead of the enumeration
6. Two weeks of listing of structures and two weeks of enumeration
7. Instruments targeted five different population groups



Basic characterization and Training Schedule of Ghana's 2020 Census – 2/3

1. Census night had been scheduled for 28th June 2020
2. Listing of Structures was scheduled to start on 15th June 2020
3. Face-to-face training on enumeration instruments and procedures had been planned to occur at four levels
 1. Master Training - 62 trainees
 2. Regional Training - 550 trainees
 3. District Training - 4998 trainees
 4. Training of Enumerators and Supervisors - 75000 trainees
4. Multiple training engagement was scheduled for the Master trainers and started in 2019
5. One-off training had been scheduled for the lower level trainings starting 27th April 2020



Basic characterization and Training Schedule of Ghana's 2020 Census- 3/3

1. Face-to-face training on online data monitoring had been planned to occur at three levels

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| 1. Master Training | - | 4 trainees |
| 2. Regional Training | - | 135 trainees |
| 3. District Training | - | 350 trainees |

2. Face-to-face training of field operations and management (SFS, IT) had been planned to occur at two levels

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| 1. Regional Training | - | 32 trainees |
| 2. District Training | - | 542 trainees |

3. Two face-to-face training for 271 District Census Officers



Stage of Census preparation and timelines at the time of outbreak

1. First incidence of COVID-19 occurred in Ghana on 12th March 2020
2. Prior to this both planned trial censuses had been completed
3. Office work of demarcation exercise was on-going
4. Curriculum Reviewers had been engaged to finalise training materials
5. First face-to-face engagement with master trainers had been undertaken
6. Face-to-face engagement with DCOs had been undertaken
7. Announcement of initial restrictions re *social distancing* coincided with the last day of the training of regional field work managers and data quality monitors

Deployment of staged-engagement on BCP

1. Sensitize staff on the need to sustain census preparatory activities
 1. Preparations are well advanced
 2. Cost implications
 3. The pandemic can only be monitored
 4. Options are available to carry on with preparatory activities
 5. Census date is three months away
 6. Opportunity to catch-up on activities that were lagging behind
2. Developed BCP and held an emergency meeting with the Census National Steering Committee (Chaired by Minister of Finance):
 1. Gave assurance to adhere to Government's directives on social distancing and public health hygienic protocols
 2. Proposed deployment of virtual training
 3. Estimated the cost implications of postponing the Census to 2021

Implementation of BCP – (1/2)

1. Developed a teleworking guideline to enable staff to work from home (WFH policy)
2. Non-critical staff were advised to take their annual leave
3. Identified core staff to work from the office during the phase of both the initial restrictions on social distancing, use of public transport and partial lockdown
4. Provided resources and financial token to incentivize staff to continue with their work
5. Sustained the engagement of non-permanent staff
6. BCP is dynamic and is reviewed at all levels of GSS and Census management every other week as the covid-19 situation evolves.

Implementation of BCP – (2/2)

1. Outcomes

1. Census mapping work is virtually completed
2. Held series of training for Master trainers, Regional field work managers, DCOs and data quality monitors
3. Improved on the training materials
4. Improved on the framework for ISCO-ISIC
5. Engaged the public

Assessment of evolution of pandemic and directives for combating it

1. Cases in Ghana is currently 1671 infected, 188 recoveries and 16 deaths
2. Restriction on mobility has been lifted but other directives and use of moral suasion are being used to combat the spread of the pandemic
3. We are two months away from the census date - What do we do?
4. Considerations on feasibility of Census to be undertaken later this year or next year given the occasioning of other national activities including elections
5. Issuance of a press release that preparatory activities are still on-going and that the census date will be reviewed depending on the evolution of the pandemic?

Remaining more relevant as a statistical organization

1. Set up a dashboard to monitor COVID-19 and indicate the hotspots given statistics from previous surveys and censuses
2. Use Call Detail Records to advise government of dominant mobility patterns and assess effectiveness of restrictions on movements
3. Launch survey tracks (Household/job; Business and Local Economy) to assess the socio-economic impact of COVID-19
4. Publication on the need to carefully review the release and analytics of the COVID-19 numbers as it informs the directives being instituted
5. Providing relevant statistics such as average savings rate, population and poverty levels of lockdown areas and incidence of other diseases relative to COVID-19
6. Review release dates and data collection approaches of CPI and GDP



Learning Lessons to Improve on the Census Preparation

1. Integrate virtual training and face-to-face engagement at all levels of Census implementation
 1. It is not an issue of replacement but hybridization
2. Review and Share audio recordings at the Master training level to the lower levels of training
3. Open-up training to include a rich blend of skills and experience in a virtual mode to enhance the engagement
4. Combination of virtual and face-to-face training is cost effective
5. Develop universal protocols for virtual and effective training of statistical data collection personnel to be shared across countries / states.

