

Statutory Instrument No. 115 of 1975

STATISTICS ACT, 1967
(38 of 1967)

STATISTICS (CONSTRUCTION MATERIALS COSTS) REGULATIONS, 1975

(Published on the 19th September, 1975)

IN EXERCISE of the powers conferred by section 14 of the Statistics Act, 1967, the Minister of Finance and Development Planning hereby makes the following Regulations

1. These Regulations may be cited as the Statistics (Construction Materials Costs) Regulations, 1975. Citation

2. In these Regulations, unless the context otherwise requires, "person" includes the manager, director or owner of any undertaking or an officer of a company. Interpretation

3. (1) The Government Statistician may cause to be served on any person by an authorized officer questionnaires in the forms set out in the Schedules to these Regulations. Questionnaires to be served

(2) The questionnaires in subregulation (1) shall be accompanied by a Botswana Government official envelope addressed to the Government Statistician, Central Statistics Office, Private Bag 0024, Gaborone, and marked "Statistics".

4. Any person on whom a questionnaire is served shall within thirty days of receipt complete, sign and return such questionnaire to the Government Statistician. Questionnaire to be answered

5. Notwithstanding the provisions of regulation 4, any person who is unable for good cause to complete the questionnaire shall, not less than ten days before the expiry of the period mentioned in regulation 4, request the Government Statistician in writing to assist him to complete the questionnaire and that person shall furnish the information sought in such a questionnaire verbally when required so to do by an authorized officer. Assistance in completing questionnaire

6. Any person who, without reasonable cause, — Penalties

(a) fails to comply with the provisions of regulation 4; or

(b) having requested assistance from the Government Statistician in completing the questionnaire in accordance with regulation 5, refuses or fails to furnish verbally any information sought by the authorized officer, shall be guilty of an offence and liable on conviction to a fine of R50,00 and, in the case of a continuing offence, to a fine of R1,00 for every day during which the offence continues after conviction.

FIRST SCHEDULE
REPUBLIC OF BOTSWANA
STATISTICS ACT, 1967
STATISTICS (CONSTRUCTION MATERIALS COSTS) REGULATIONS,
1975

(Strictly Confidential)

General Notes:

1. This inquiry is *strictly confidential* in terms of the Statistics Act, 1967. Figures provided will be used to calculate totals and averages only and no figures which could identify any particular firm will be published or made available outside the Central Statistics Office.
2. In terms of the Statistics (Construction Materials Costs) Regulations, 1975, you are required to complete the attached form, sign the declaration on the back page of the form and return it by post within 30 days of receiving it to the Central Statistics Office, Private Bag 24, Gaborone. No postage is required if mailed within Botswana.
3. If you have any difficulty in completing the form and need assistance you should write to the Government Statistician at the above address at least 10 days before the questionnaire is due to be returned.
4. In terms of the above Regulations it is an offence not to return the form to the Government Statistician by the due date or to fail to notify the Government Statistician that you require assistance in completing the form.
5. The accounting year covered should be the latest for which figures are available. Newly operational firms which have not compiled a full year's accounts should complete the questionnaire if they have compiled accounts for a 6 months period or longer.

Particulars of Firm

1. Name and address of headquarters of the firm
2. Main activity/activities (tick as applicable)

- | | |
|--|--------------------------|
| (a) Construction of Buildings | <input type="checkbox"/> |
| (b) Civil engineering works (roads, bridges, dams sewerage works, etc.) | <input type="checkbox"/> |
| (c) General Building Sub-contractor | <input type="checkbox"/> |
| (d) Specialist Sub-contractor (plumbing, electrical installation, painting and decorating, etc.) | <input type="checkbox"/> |

3. In which parts of the country does the firm do most of its business.
tick as applicable

- | | |
|--------------|--------------------------|
| (a) Gaborone | <input type="checkbox"/> |
|--------------|--------------------------|

(b) Selebi-Pikwe	<input type="text"/>	
(c) Francistown	<input type="text"/>	
(d) Lobatse	<input type="text"/>	
(e) Others – please specify	<input type="text"/>
	
	

QUESTIONNAIRE

All figures given cover the accounting year to 19.....

Notes to the Questionnaire

1. The list of materials given in the questionnaire is by no means exhaustive. Please make use of the "Others" categories where necessary.
2. When specifying materials and costs in the "Others" categories firms are requested to use the following guidelines:
 - (a) Specify individually any materials whose purchases during the year were 5% or more of total materials costs.
 - (b) The remaining materials should be classified into groups of similar commodities. The cost and a description of each group should be shown.

MATERIALS PURCHASED

COST

Group I Unusual Purchases

Give here descriptions and costs of any materials purchased during the year which you regard as unusual purchases for your firm and which are not likely to be purchased again.

- (i)
- (ii)
- (iii)
- (iv)
- (v)

Group II Rubber and Plastic Products

- 1. Tiles, linoleum and other floor coverings
- 2. Plastic and PVC pipes and guttering
- 3. Other Rubber and Plastic products (please specify (see note 2)
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)

Group III Chemical Products

- 1. Paints and varnishes (all types including distemper, primer and finishing paints)
- 2. Other chemical products (please specify) (note 2)
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)

Group IV Petroleum and Coal Products

- 1. Petrol
- 2. Diesel fuel
- 3. Paraffin
- 4. Oils
- 5. Asphalt and bitumen
- 6. Other petroleum and coal products (please specify) (note 2)
 - (i)
 - (ii)
 - (iii)

Group V Non-Metallic Mineral Products

- 1. Cement
- 2. Concrete blocks and cement bricks
- 3. Bricks (except cement bricks)
- (i) Face bricks
- (ii) Ordinary clay bricks
- (iii) Other bricks (e.g. engineering bricks and other special types)
- 4. Crushed Stone
- 5. Sand
- 6. Building Lime
- 7. Pipes:
- (i) Concrete
- (ii) Asbestos cement
- 8. Asbestos – cement sheets
- 9. Glass (inc. plate glass)
- 10. Ceramic baths, wash basins and other sanitary ware
- 11. Other Non-metallic mineral products (please specify)
- (note 2)
- (i)
- (ii)
- (iii)
- (iv)
- (v)
- (vi)
- (vii)
- (viii)
- (ix)
- (x)

Group VI Metals and Metal Products

- 1. Galvanised steel sheets (flat and corrugated)
- 2. Pipes and pipe fittings
- 3. Window and Door Frames
- 4. Reinforcing steel
- 5. Structural steel, girders, H & T, angles, etc.
- 6. Fencing materials
- (i) Wire and wire netting
- (ii) Fence and gate posts, supports, etc.
- 7. Electrical materials
- (i) Electric wire
- (ii) Electric fixtures – sockets, switches, light holders, etc.

- 8. Guttering, downpipes
- 9. Metal wash basins, baths, sink units, etc.
- 10. Other metal products (please specify) (note 2)

Group VII Wood and Wood Products

- 1. Sawn Timber – planks, purlins etc.
 - (i) Soft wood
 - (ii) Hard wood
- 2. Wood Products – please specify
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)

Group VIII Other Products

- (i)
- (ii)
- (iii)
- (iv)
- (v)
- (vi)
- (vii)

TOTAL MATERIALS PURCHASED

**SECOND SCHEDULE
QUESTIONNAIRE ON PRICES OF CONSTRUCTION MATERIALS
RETURN FOR THE QUARTER ENDED 19**

NOTES:

- 1. Please give details of the *latest batch* of each material purchased during the quarter.
- 2. Figures given should refer to materials delivered to those towns or locations where the firm is working. If none of the places shown in the questionnaire is appropriate please specify under “Other Areas” on p. 4.
- 3. If any of the materials listed were not purchased during the quarter write “NIL”.
- 4. “Quantity” – give the size (kg, m³, etc) of the latest batch of each material purchased during the quarter.
- 5. (i) “Purchase Cost” – the cost of the materials at the place of purchase.
 (ii) “Transport and Handling Costs” – give here the additional costs in moving the goods from the place of purchase to the construction site. If these costs cannot be separately identified this should be stated.
 (iii) “Total Cost” – the sum of Purchase Cost and Transport and Handling Costs.

Item (18)	QUANTITIES AND PRICES OF MATERIALS PURCHASED			
	Delivered to other Areas (please specify) (2)			
	Quantity (19)	Purchase Cost (20)	Transport & Handling Costs (21)	Total Cost (22) = (20) + (21)

MADE this 11th day of September, 1975.

J. T. LISLE,
*Acting Permanent Secretary,
 Ministry of Finance and Development Planning.*

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