



# **Quarterly employment statistics**

## **November 2005**

### **Part 2: Estimation of average monthly earnings**

**The Quarterly Employment Statistics (QES) survey replaces the Survey of Employment and Earnings (SEE), which was discontinued as from June 2005.**

**The SEE covered both employing and non-employing value-added tax (VAT) registered businesses with an annual turnover of R300 000 or more. The QES survey covers employing enterprises registered for income tax (IT). This results in better coverage of small businesses that were not necessarily registered for VAT. The omission of non-employing businesses for the calculation of average monthly earnings is in accordance with the International Labour Organisation (ILO) definitions and concepts.**

**Estimates for average monthly earnings were published for the first time in October 2005.**

**Information regarding employers, employees and the self-employed can be obtained from the six-monthly Labour Force Survey (LFS), conducted among 30 000 households countrywide.**

**Embargoed until:  
12 April 2006  
13:00**

## Key estimates

**Table A – Average monthly earnings paid to employees in the formal non-agricultural business sector**

Average monthly earnings paid to employees in the formal non-agricultural business sector	November 2004 (Rand)	August 2005* (Rand)	November 2005 (Rand)	Percentage change between August 2005 and November 2005	Percentage change between November 2004 and November 2005
Including bonuses and overtime payments	6 887	7 006	7 112	1,5	3,3

\*Revised estimates

### Key findings regarding average monthly earnings *including bonuses and overtime payments*

**Average monthly earnings, including bonuses and overtime payments, paid to employees in the formal non-agricultural business sector increased between August 2005 and November 2005.**

The December 2005 Quarterly Employment Statistics (QES) survey showed that average monthly earnings, including bonuses and overtime payments, paid to employees in the formal non-agricultural business sector increased by 1,5% between August 2005 and November 2005.

**Average monthly earnings, including bonuses and overtime payments, paid to employees in the formal non-agricultural business sector increased between November 2004 and November 2005.**

The December 2005 Quarterly Employment Statistics (QES) survey reflected an annual increase of 3,3% in average monthly earnings paid to employees in the formal non-agricultural business sector between November 2004 (an estimated R6 887) and November 2005 (an estimated R7 112).

**Table B – Estimates within 95% confidence levels**

Month	Lower limit (Rand)	Estimate (Rand)	Upper limit (Rand)	RSE
November 2004	6 656	6 887	7 118	1,7
August 2005*	6 771	7 006	7 241	1,7
November 2005	6 835	7 112	7 389	2,0

\*Revised estimates

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## Notes

**Forthcoming issues****Issue****Expected release date**

February 2006

25 July 2006

**Purpose of the survey**

The Quarterly Employment Statistics (QES) survey is a quarterly survey covering a sample of approximately 24 000 private and public enterprises in the formal non-agricultural business sector of the South African economy. The information received is used to estimate key economic statistics on employment and gross earnings that is used as an input to the Gross Domestic Product (GDP) and to estimate key economic statistics on average monthly earnings that is mainly used for monitoring economic indicators of the South African economy.

**Response rates**

The percentage response for November 2005 was 89,4%.

**Table 1 – Average monthly earnings at current prices, by industry**

**1.1 Total (All formal non-agricultural industries)**

Year and month	<i>Including bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	6 887	-	-
2005 Feb	6 742	-2,1	-
May	6 758	0,2	-
Aug*	7 006	3,7	-
Nov	7 112	1,5	3,3

\*Revised estimates

**1.2 Mining and quarrying industry\*\***

Year and month	<i>Including bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	6 513	-	-
2005 Feb	6 250	-4,0	-
May	6 450	3,2	-
Aug*	7 078	9,7	-
Nov	7 212	1,9	10,7

\*Revised estimates

\*\*Data obtained from the Minerals Bureau, Department of Minerals and Energy (see explanatory notes: paragraph 5). At this stage the Department of Minerals and Energy is unable to provide data items with regard to bonuses and overtime payments separately.

**1.3 Manufacturing industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	6 388	-	-	5 932	-	-
2005 Feb	6 380	-0,1	-	5 877	-0,9	-
May	6 250	-2,0	-	5 839	-0,6	-
Aug*	6 502	4,0	-	6 044	3,5	-
Nov	6 783	4,3	6,2	6 200	2,6	4,5

\*Revised estimates

**1.4 Electricity, gas and water supply industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	14 768	-	-	13 972	-	-
2005 Feb	13 127	-11,1	-	13 000	-7,0	-
May	13 629	3,8	-	12 771	-1,8	-
Aug*	14 212	4,3	-	13 437	5,2	-
Nov	14 594	2,7	-1,2	13 544	0,8	-3,1

\*Revised estimates

**1.5 Construction industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	4 279	-	-	3 982	-	-
2005 Feb	4 128	-3,5	-	3 895	-2,2	-
May	4 238	2,7	-	4 011	3,0	-
Aug*	4 301	1,5	-	4 075	1,6	-
Nov	4 251	-1,2	-0,7	3 993	-2,0	0,3

\*Revised estimates

**1.6 Wholesale and retail trade; repair of motor vehicles, motor cycles and personal and household goods; hotels and restaurants industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	5 034	-	-	4 715	-	-
2005 Feb	4 660	-7,4	-	4 521	-4,1	-
May	4 641	-0,4	-	4 496	-0,6	-
Aug*	4 841	4,3	-	4 678	4,0	-
Nov	4 940	2,0	-1,9	4 763	1,8	1,0

\*Revised estimates

**1.7 Transport, storage and communication industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	10 180	-	-	9 818	-	-
2005 Feb	10 118	-0,6	-	9 869	0,5	-
May	10 046	-0,7	-	9 735	-1,4	-
Aug*	10 429	3,8	-	10 113	3,9	-
Nov	10 432	0,0	2,5	10 074	-0,4	2,6

\*Revised estimates

**1.8 Financial intermediation, insurance, real estate and business services industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	6 724	-	-	6 466	-	-
2005 Feb	7 182	6,8	-	6 947	7,4	-
May	7 200	0,3	-	6 966	0,3	-
Aug*	7 430	3,2	-	7 044	1,1	-
Nov	7 575	2,0	12,7	7 218	2,5	11,6

\*Revised estimates



**1.9 Community, social and personal services industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	8 681	-	-	8 453	-	-
2005 Feb	8 117	-6,5	-	7 935	-6,1	-
May	8 269	1,9	-	8 019	1,1	-
Aug*	8 463	2,3	-	8 264	3,1	-
Nov	8 575	1,3	-1,2	8 344	1,0	-1,3

\*Revised estimates

**Table 2 – Average monthly earnings at constant 2000 prices, by industry**

**2.1 Total (All formal non-agricultural industries)**

Year and month	<i>Including bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	5 510	-	-
2005 Feb	5 368	-2,6	-
May	5 296	-1,3	-
Aug*	5 431	2,5	-
Nov	5 492	1,1	-0,3

\*Revised estimates

**2.2 Mining and quarrying industry\*\***

Year and month	<i>Including bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	5 210	-	-
2005 Feb	4 976	-4,5	-
May	5 055	1,6	-
Aug*	5 487	8,5	-
Nov	5 569	1,5	6,9

\*Revised estimates

\*\*Data obtained from the Minerals Bureau, Department of Minerals and Energy (see explanatory notes: paragraph 5). At this stage the Department of Minerals and Energy is unable to provide data items with regard to bonuses and overtime payments separately.

**2.3 Manufacturing industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	5 110	-	-	4 746	-	-
2005 Feb	5 080	-0,6	-	4 679	-1,4	-
May	4 898	-3,6	-	4 576	-2,2	-
Aug*	5 040	2,9	-	4 685	2,4	-
Nov	5 238	3,9	2,5	4 788	2,2	0,9

\*Revised estimates

**2.4 Electricity, gas and water supply industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	11 814	-	-	11 178	-	-
2005 Feb	10 451	-11,5	-	10 350	-7,4	-
May	10 681	2,2	-	10 009	-3,3	-
Aug*	11 017	3,1	-	10 416	4,1	-
Nov	11 269	2,3	-4,6	10 459	0,4	-6,4

\*Revised estimates

**2.5 Construction industry**

Year and month	<i>Including bonuses and overtime payments</i>			<i>Excluding bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	3 423	-	-	3 186	-	-
2005 Feb	3 287	-4,0	-	3 101	-2,7	-
May	3 321	1,0	-	3 143	1,4	-
Aug*	3 334	0,4	-	3 159	0,5	-
Nov	3 283	-1,5	-4,1	3 083	-2,4	-3,2

\*Revised estimates

**2.6 Wholesale and retail trade; repair of motor vehicles, motor cycles and personal and household goods; hotels and restaurants industry**

Year and month	<i>Including bonuses and overtime payments</i>			<i>Excluding bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	4 027	-	-	3 772	-	-
2005 Feb	3 710	-7,9	-	3 600	-4,6	-
May	3 637	-2,0	-	3 524	-2,1	-
Aug*	3 753	3,2	-	3 626	2,9	-
Nov	3 815	1,7	-5,3	3 678	1,4	-2,5

\*Revised estimates

**2.7 Transport, storage and communication industry**

Year and month	<i>Including bonuses and overtime payments</i>			<i>Excluding bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	8 144	-	-	7 854	-	-
2005 Feb	8 056	-1,1	-	7 857	0,0	-
May	7 873	-2,3	-	7 629	-2,9	-
Aug*	8 084	2,7	-	7 840	2,8	-
Nov	8 056	-0,3	-1,1	7 779	-0,8	-1,0

\*Revised estimates

**2.8 Financial intermediation, insurance, real estate and business services industry**

Year and month	<i>Including bonuses and overtime payments</i>			<i>Excluding bonuses and overtime payments</i>		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	5 379	-	-	5 173	-	-
2005 Feb	5 718	6,3	-	5 531	6,9	-
May	5 643	-1,3	-	5 459	-1,3	-
Aug*	5 760	2,1	-	5 460	0,0	-
Nov	5 849	1,5	8,7	5 574	2,1	7,8

\*Revised estimates

**2.9 Community, social and personal services industry**

Year and month	Including bonuses and overtime payments			Excluding bonuses and overtime payments		
	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year	Average monthly earnings (Rand)	Percentage change between current period and previous period	Percentage change between current period and corresponding period of previous year
2004 Nov	6 945	-	-	6 762	-	-
2005 Feb	6 463	-6,9	-	6 318	-6,6	-
May	6 480	0,3	-	6 284	-0,5	-
Aug*	6 560	1,2	-	6 406	1,9	-
Nov	6 622	0,9	-4,7	6 443	0,6	-4,7

\*Revised estimates

**Technical notes****1) Confidence intervals**

**The estimated population value will be contained within the interval between the lower and upper 95% confidence limits.**

The 95% confidence intervals of a population parameter (average monthly earnings) is obtained as follows:

Lower limit

= lower 95% confidence limit of a population parameter  
= estimate – 1,96\*Standard Error (estimate)

and

Upper limit

= upper 95% confidence limit of a population parameter  
= estimate + 1,96\*Standard Error (estimate)

$$1.1) \text{ Standard Error (SE)} = \frac{\text{upper limit} - \text{lower limit}}{2 \times 1,96}$$

$$1.2) \text{ Relative Standard Error (RSE)} = \frac{\text{SE (estimate)}}{\text{estimate}} \times 100$$

**Table C: Estimates of average monthly earnings, including bonuses and overtime payments, at current prices, by industry within 95% confidence limits**

Industry	August 2005*				November 2005			
	Lower Limit (Rand)	Estimate (Rand)	Upper Limit (Rand)	RSE	Lower Limit (Rand)	Estimate (Rand)	Upper Limit (Rand)	RSE
Mining and quarrying**	7 078	7 078	7 078	-	7 212	7 212	7 212	-
Manufacturing	6 294	6 502	6 710	<b>1,6</b>	6 569	6 783	6 997	<b>1,6</b>
Electricity, gas and water supply	13 402	14 212	15 022	<b>2,9</b>	13 459	14 594	15 729	<b>4,0</b>
Construction	3 412	4 301	5 190	<b>10,5</b>	2 922	4 251	5 580	<b>16,0</b>
Wholesale and retail trade; repair of motor vehicles, motor cycles and personal and household goods; hotels and restaurants	4 524	4 841	5 158	<b>3,3</b>	4 580	4 940	5 300	<b>3,7</b>
Transport, storage and communication	9 457	10 429	11 401	<b>4,8</b>	9 457	10 432	11 407	<b>4,8</b>
Financial intermediation, insurance, real estate and business services	6 458	7 430	8 402	<b>6,7</b>	6 514	7 575	8 636	<b>7,1</b>
Community, social and personal services	8 271	8 463	8 655	<b>1,2</b>	8 382	8 575	8 768	<b>1,1</b>
<b>Total (all industries)</b>	<b>6 771</b>	<b>7 006</b>	<b>7 241</b>	<b>1,7</b>	<b>6 835</b>	<b>7 112</b>	<b>7 389</b>	<b>2,0</b>

\*Revised estimates

**Table D: Estimates of average monthly earnings, excluding bonuses and overtime payments, at current prices, by industry within 95% confidence limits**

Industry	August 2005*				November 2005			
	Lower Limit (Rand)	Estimate (Rand)	Upper Limit (Rand)	RSE	Lower Limit (Rand)	Estimate (Rand)	Upper Limit (Rand)	RSE
Mining and quarrying**	-	-	-	-	-	-	-	-
Manufacturing	5 849	6 044	6 239	<b>1,6</b>	6 004	6 200	6 396	<b>1,6</b>
Electricity, gas and water supply	12 671	13 437	14 203	<b>2,9</b>	12 492	13 544	14 596	<b>4,0</b>
Construction	3 226	4 075	4 924	<b>10,6</b>	2 735	3 993	5 251	<b>16,1</b>
Wholesale and retail trade; repair of motor vehicles, motor cycles and personal and household goods; hotels and restaurants	4 374	4 678	4 982	<b>3,3</b>	4 417	4 763	5 109	<b>3,7</b>
Transport, storage and communication	9 169	10 113	11 057	<b>4,8</b>	9 137	10 074	11 011	<b>4,7</b>
Financial intermediation, insurance, real estate and business services	6 254	7 044	7 834	<b>5,7</b>	6 349	7 218	8 087	<b>6,1</b>
Community, social and personal services	8 075	8 264	8 453	<b>1,2</b>	8 155	8 344	8 533	<b>1,2</b>

\*Revised estimates

\*\*Data obtained from the Minerals Bureau, Department of Minerals and Energy (see explanatory notes: paragraph 5). At this stage the Department of Minerals and Energy is unable to provide data items with regard to bonuses and overtime payments separately.



## Explanatory notes

### Introduction

This publication contains results of the quarterly employment statistics survey of enterprises in the formal non-agricultural business sector of the South African economy. The survey is designed to obtain information regarding: the number of persons employed in the business; gross earnings paid; bonuses paid; overtime payments; and severance, termination and redundancy payments paid to employees for each month of the reference quarter.

Part 2: deals with the estimation of average monthly earnings.

### Scope of the survey

1 This survey covers employment statistics of the following industries according to the *Standard Industrial Classification of all Economic Activities (SIC)*, Fifth edition, January 1993:

- mining and quarrying industry;
- manufacturing industry;
- electricity, gas and water supply industry;
- construction industry;
- wholesale and retail trade; repair of motor vehicles, motor cycles and personal and household goods; hotels and restaurants industry;
- transport, storage and communication industry;
- financial intermediation, insurance, real estate and business services industry; and
- community, social and personal services.

### Classification

2 The *Standard Industrial Classification of all Economic Activities (SIC)*, Fifth edition, January 1993, was used to classify the statistical units in the survey. The SIC is based on the 1990 *International Standard Industrial Classification of all Economic Activities (ISIC)*, with suitable adaptations for local conditions. Statistics in this publication are only presented at the SIC major division (one digit) level. **Each enterprise is classified to the industry that reflects the predominant activity of the enterprise.**

### Statistical unit

3 The statistical unit for the collection of information is an enterprise. An enterprise is a legal unit or a combination of legal units that includes and directly controls all functions necessary to carry out its production activities.

4 This survey is conducted by mail each quarter from a sample of approximately 24 000 private businesses and public institutions.

5 Stats SA receives information regarding the mining and quarrying industry from the Minerals Bureau, Department of Minerals and Energy. The information for the latest quarter is preliminary and will be revised by the Minerals Bureau as soon as they receive more information from the different mines.

### Notes on estimates

6 Average monthly earnings statistics represent average gross (before tax) earnings of employees and do not relate to average award rates nor to the earnings of the 'average person'. Estimates of average monthly earnings are derived by dividing estimates of monthly total earnings by estimates of number of employees. Changes in the average may be affected not only by changes in the level of earnings of employees but also by changes in the overall composition of the wage and salary earner segment of the labour force. There are several aspects which can contribute to compositional changes, including variations over time in the proportions of full-time, part-time and casual employees.

<b>Reliability of estimates</b>	<b>7</b>	Inaccuracies may occur because of imperfections in reporting by enterprises, and errors made with the collection and processing of the data. Inaccuracies of this kind are referred to as non-sampling errors. Every effort is made to reduce non-sampling errors to a minimum by designing the questionnaire carefully, undertaking pilot studies, editing the data and efficient operating procedures. Fluctuations may occur in consecutive quarters as a result of seasonal and economic factors.
<b>Standard errors</b>	<b>8</b>	The estimates in this publication are based on a sample drawn from units in the surveyed population. As a result of the entire population not being surveyed, the published estimates are subject to sampling error. The most common way of quantifying such sampling error is to calculate the standard error for the published estimate or statistic.
<b>Effects of rounding</b>	<b>9</b>	Estimates of average monthly earnings are rounded to the nearest Rand.
	<b>10</b>	Percentage changes are calculated on the actual values and may differ from calculations on rounded estimates.
<b>Revised figures</b>	<b>11</b>	Revised figures for the quarters published in this release are preliminary and may be revised in subsequent publications.
<b>Related publications</b>	<b>12</b>	Users may also wish to refer to the following publications which are available from Stats SA:  <i>Quarterly employment statistics (Part 1: Estimation of number of employees and their earnings).</i> <i>Bulletin of Statistics.</i> <i>Labour Force Survey.</i> <i>SA Statistics.</i>
<b>Pre-release policy</b>	<b>13</b>	Stats SA's pre-release policy may be inspected at its website, <a href="http://www.statssa.gov.za">www.statssa.gov.za</a> .
<b>Abbreviations and symbols</b>		BSF      Business Sampling Frame GDP      Gross Domestic Product IBR      Integrated Business Register ILO      International Labour Organisation IT        Income Tax LFS      Labour Force Survey QES      Quarterly Employment Statistics RSE      Relative Standard Error SARS     South African Revenue Services SE        Standard Error SEE      Survey of Employment and Earnings SIC      Standard Industrial Classification of all Economic Activities SNA      System of National Accounts Stats SA   Statistics South Africa VAT      Value Added Tax *         Revised figures -         Not available

## Glossary

<b>Annual percentage change</b>	A annual percentage change is the change in the employment, the gross earnings or the average monthly earnings of the given quarter/month compared with the employment, the gross earnings or the average monthly earnings of the corresponding quarter/month of the previous year expressed as a percentage.
<b>Average monthly earnings at constant 2000 prices</b>	Average monthly earnings at constant 2000 prices measure change in average monthly earnings after the direct effects of inflation have been eliminated. The deflator used to devalue the current average earnings is the consumer price index (2000=100).
<b>Average monthly earnings at current prices</b>	Average monthly earnings at current prices are calculated by dividing the total gross earnings, excluding severance, termination and redundancy payments, for the reference month by the number of employees as at the end of the reference month.
<b>Casual employees</b>	Casual employees are employees who fall neither within the 'permanent employee' category nor within that of a 'temporary employee'. Such employees are typically daily or hourly. Employers can dispense with their services at a very short notice, usually not exceeding a period of one week. Casual employees are not entitled to benefits such as paid leave and medical aid contributions paid by employers.
<b>Enterprises</b>	Enterprises are legal units, or a combination of legal units that includes and directly controls all functions necessary to carry out its production activities.
<b>Formal sector</b>	The formal sector includes all employing businesses that are registered in any way.
<b>Full-time employees</b>	Full-time employees are those permanent, temporary and casual employees who normally work the agreed number of hours in their particular occupation or, if the agreed number of hours does not apply, who normally work 40 hours or more per week. This excludes the self-employed and working proprietors. (Refer to notes on number of employees below.).
<b>Gross earnings</b>	Gross earnings are payments for ordinary-time, standard or agreed hours during the reference period for all permanent, temporary, casual, executive and managerial employees before taxation and other deductions for the reference period. This includes salaries and wages; commission if a retainer, wage or salary was also paid; employer's contribution to pension, provident, medical aid, sick pay and other funds; allowances; etc., but excludes earnings of sole proprietors or partners of unincorporated businesses; commission where a retainer, wage or salary was not paid; payments to subcontractors and consultants who are not part of the enterprise; performance and other bonuses; overtime payments; and severance, termination and redundancy payments.
<b>Industries</b>	Industries consist of groups of enterprises engaged in the same or similar kind of activity. The definition of industries is based on the <i>System of National Accounts (SNA)</i> and is in line with that in the <i>Standard Industrial Classification of all Economic Activities (SIC)</i> , Fifth Edition, and Report No. 09-09-02 of January 1993.
<b>Informal sector</b>	The informal sector consists of those businesses that are not registered in any way. They are generally small in nature, and are seldom run from business premises. Instead, they are generally run from homes, street pavements and other informal arrangements.

<b>Number of employees</b>	The number of employees is the number of people employed by the business, who received payment (in salaries; wages; commission, in addition to a retainer, salary or wage; piece rates; or payments in kind) for any part of the reference period. This exclude independent contractors and consultants; working proprietors; sole and joint owners; and employees paid on a commission basis where a retainer, salary or wage was not paid. Number of employees refers to the number of people employed at the end of the reference period.
<b>Ordinary-time hours</b>	Ordinary-time hours are those hours actually worked during normal periods of work. These hours include hours of paid leave taken during the reference period, e.g. sick leave, annual leave, and hours of normal shift work. Ordinary-time hours paid for exclude overtime hours worked, hours relating to payment in advance and hours relating to back pay.
<b>Overtime hours paid for</b>	Overtime hours paid for are those hours worked in excess of ordinary-time hours, standard or agreed hours of work that were paid for in the reference period.
<b>Overtime payments</b>	Overtime payments refer to payment for hours worked and paid for in excess of ordinary-time hours, standard or agreed hours worked for the reference period. Penalty payments that relate to overtime are also included.
<b>Part-time employees</b>	Part-time employees are those permanent, temporary or casual employees who are not full-time employees as defined above or who normally work less than 40 hours per week. This excludes the self-employed at work or with an enterprise but temporarily not at work.
<b>Performance and other bonuses</b>	<p>Performance and other bonuses cover seasonal, end-of-year and one-time bonuses and additional payments supplementary to normal payments.</p> <p>Performance and other bonuses include profit sharing bonuses, merit bonuses, incentive bonuses, total amounts of payments that were paid during the reference period but relate to other pay periods, e.g. annual leave, thirteenth cheques. Performance and other bonuses exclude reimbursements for expenses incurred whilst conducting employer's business, severance, termination, redundancy and leave gratuity payments.</p>
<b>Permanent employees</b>	Permanent employees are employees appointed on an open-ended contract with no stipulated termination date, and who are entitled to benefits such as paid leave and medical aid contributions paid by employers. This excludes the self-employed at work.
<b>Quarterly percentage change</b>	A quarterly percentage change is the change in the employment, the gross earnings or the average monthly earnings of the given quarter/month compared with the employment, the gross earnings or the average monthly earnings of the previous quarter/month expressed as a percentage.
<b>Reference month/period</b>	Reference month/period for this publication refers to the months of February, May, August or November.
<b>Severance, termination and redundancy payments</b>	Severance, termination and redundancy payments includes payments of leave made to employees who finished work during the reference period as well as payments intended to compensate for loss of employment.
<b>Temporary employees</b>	Temporary employees are employees appointed on a short-term contract basis for periods normally not exceeding one year. Such contract would typically stipulate a termination date, but could be renewed by mutual agreement between the employer and the employee. This excludes the self-employed with an enterprise but temporarily not at work.

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