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**UNITED NATIONS STATISTICAL COMMISSION and
ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS**

**EUROPEAN COMMISSION
STATISTICAL OFFICE OF THE
EUROPEAN COMMISSION (EUROSTAT)**

**ORGANISATION FOR ECONOMIC
COOPERATION AND DEVELOPMENT (OECD)
STATISTICS DIRECTORATE**

Joint ECE/Eurostat/OECD meeting on the management of statistical information systems
(Geneva, 17-19 February 2003)

INFORMATION NOTICE No. 2

The meeting will be held in the Palais des Nations, Geneva, from 17 to 19 February 2003,
starting on 17 February 2003 at 9:30 a.m.

I. AGENDA OF THE MEETING

1. Information Notice No. 1 contained a list of 4 substantive topics for the meeting. Following a recent teleconference of the Steering Group, it was decided to include a fifth topic. The work programme of the meeting will therefore consist of the following substantive topics:
 - (i) Measures for the improvement of quality at IT management level;
 - (ii) The impact of technical measures and standards on data quality;
 - (iii) Efficient management of increasing technical complexity;
 - (iv) Review and follow-up to the activities of the Conference of European Statisticians in the field of statistical information processing;
 - (v) Annual review of the website on IT practices in national statistical offices.

II. EXPLANATORY NOTES TO THE AGENDA

Topic (i): Measures for the improvement of quality at IT management level

Discussants: **Richard Swartz** (US Census Bureau, Tel: +1-301 457-2117; richard.w.swartz@cmail.census.gov) and **Gérard Salou** (OECD, Tel: +331 4524 8846; gerard.salou@oecd.org)

2. This topic encompasses strategies, practices and experiences of informatics managers in improving the quality of services and products within their agencies. Informatics is a primary enabler of statistical information processing within NSOs and international statistical agencies, including services in information management (IM), information systems (IS) and information technology (IT). Contributions that define frameworks for the definition and measurement of quality in these domains, or that relate to management initiatives in improving quality levels of products and services are requested. By "products" we mean software systems and tools that can be used in statistical information processing. "Services" encompasses both operational (infrastructure) services and development or project management services.

Topic (ii): The impact of technical measures and standards on data quality

Discussant: **Georges Pongas** (Eurostat, Tel: +352 4301 33917; georges.pongas@cec.eu.int)

3. Data quality may be composed of the following seven dimensions: relevance, accuracy, timeliness and punctuality, accessibility and clarity, comparability, coherence and completeness. Many of the technical measures and standards introduced in the last years have either a direct or an indirect impact on a subset of

the quality dimensions. Output databases contribute to the accessibility, comparability, coherence and completeness. Electronic publishing creates higher user expectations, which influence, among others, timeliness and punctuality, clarity and relevance. Electronic data collection contributes to the timeliness of the data. Being in the centre of electronic data, standardized metadata influence most of the quality aspects.

Topic (iii): Efficient management of increasing technical complexity

Discussant: **Marton Vuusan** (Statistics Netherlands, Tel: +31-70 337-5071; mvcn@cbs.nl)

4. For this agenda item, emphasis should be placed on the management of statistical data and processes. Many NSOs have been reconsidering their statistical processes and have tried to unify them in some way to deal with the need to produce consistent output. Papers could discuss how the statistical processes have changed and how the complexity of these processes is kept under control from an IT perspective.

5. The other aspect of this agenda item is the issue arising from the management of increasingly complicated infrastructures with respect to both the infrastructure itself and also the complications of managing projects in an increasingly complex environment caused by integration. Papers could report on successful practices or software to assist in this process.

Topic (iv): Review and follow-up to the activities of the Conference of European Statisticians in the field of statistical information processing

Discussants: **Juraj Riecan** (ECE, Tel: +41-22 917-3328; juraj.riecan@unece.org) and **Jan Byfuglien** (Statistics Norway, Tel: +47-62 88.53.02; jan.magnar.byfuglien@ssb.no)

6. At its June 2002 plenary session, the Conference of European Statisticians conducted an in-depth review of statistical data collection and processing. As an outcome of the review, it asked the international organizations to follow up on the following issues:

- To investigate the possibility of developing a common system (portal) for monitoring data collection activities by international organizations;
- To ensure the development of data sharing models;
- To give both NSOs and other data providers easy access to statistics available in the international organizations in a form allowing comparisons and use in national dissemination programmes;
- To put in place secure and operational methods and tools for the transmission of sensitive information. The experiences from the STADIUM/STATEL solution supporting GESMES CB should be considered in this context;
- To investigate the possibility of defining a standard codification scheme for economic time-series (for national accounts and balance of payments) with an initial focus on short-term indicators;
- To work with national statistical offices to facilitate the reuse of their standard products.

The UNECE, Eurostat and OECD secretariats will prepare a background note outlining a possible action plan related to the six above issues.

Topic (v): Annual review of the website on IT practices in national statistical offices

Discussant: **Gérard Salou** (OECD, Tel: +331 4524 8846; gerard.salou@oecd.org)

7. A short time will be allocated in the agenda to an annual review of the website on IT practices in national statistical offices. The meeting is expected to review the present status of the website, the functions of focal points for individual topics and functions of national focal points.

III. ACCOMMODATION, PASSPORT AND VISA REGULATIONS

8. Participants are requested to make their own hotel reservations. In order to assist participants in organizing their accommodation, the ECE secretariat provides a list of hotels on its web site (<http://www.unece.org/stats/geneva.e.html>). If difficulties are encountered with respect to accommodation, participants may contact their Permanent Mission in Geneva for assistance.

9. Other useful web sites may include the following: Geneva airport – www.gva.ch; railway schedules – www.cff.ch; Geneva tourist office – www.geneve-tourisme.ch

10. All participants attending the Seminar and persons accompanying them are requested to have a valid passport and, if required, a visa. Applications for visas should be made as soon as possible to the Embassy of Switzerland in the country in which the participants reside. If necessary, the UNECE secretariat can provide a letter to facilitate the obtention of a visa.

IV. REGISTRATION, SECURITY MEASURES

11. Please complete the attached Conference Registration Form and send it to the ECE secretariat by fax (+4122 917 0040) or by e-mail to: juraj.riecan@unece.org **by 15 January 2003** at the latest so that it may be processed well in advance of the meeting.

12. In order to enter the Palais des Nations where the meeting is being held, all participants need to obtain a security pass (ID card). For this purpose, please present yourself with your passport at the Villa Les Feuillantines (shown on the attached map) by 9:00 at the latest on Monday, 17 February 2003. Delegates are requested to keep this ID card with them at all times for the duration of the meeting.

13. There are two gates that can be used by participants for entering the UN premises: the pedestrian passage at Place des Nations (buses 5 and 8, stop Nations) and the Pregny Gate (Avenue de la Paix 14, buses 8 and 18, stop Appia). For security reasons the Police can at any time temporarily close the Place des Nations gate. The participants may contact the Security Operations and Control Centre at 022 917 2902 to obtain the latest information relating to the security situation at the gates.

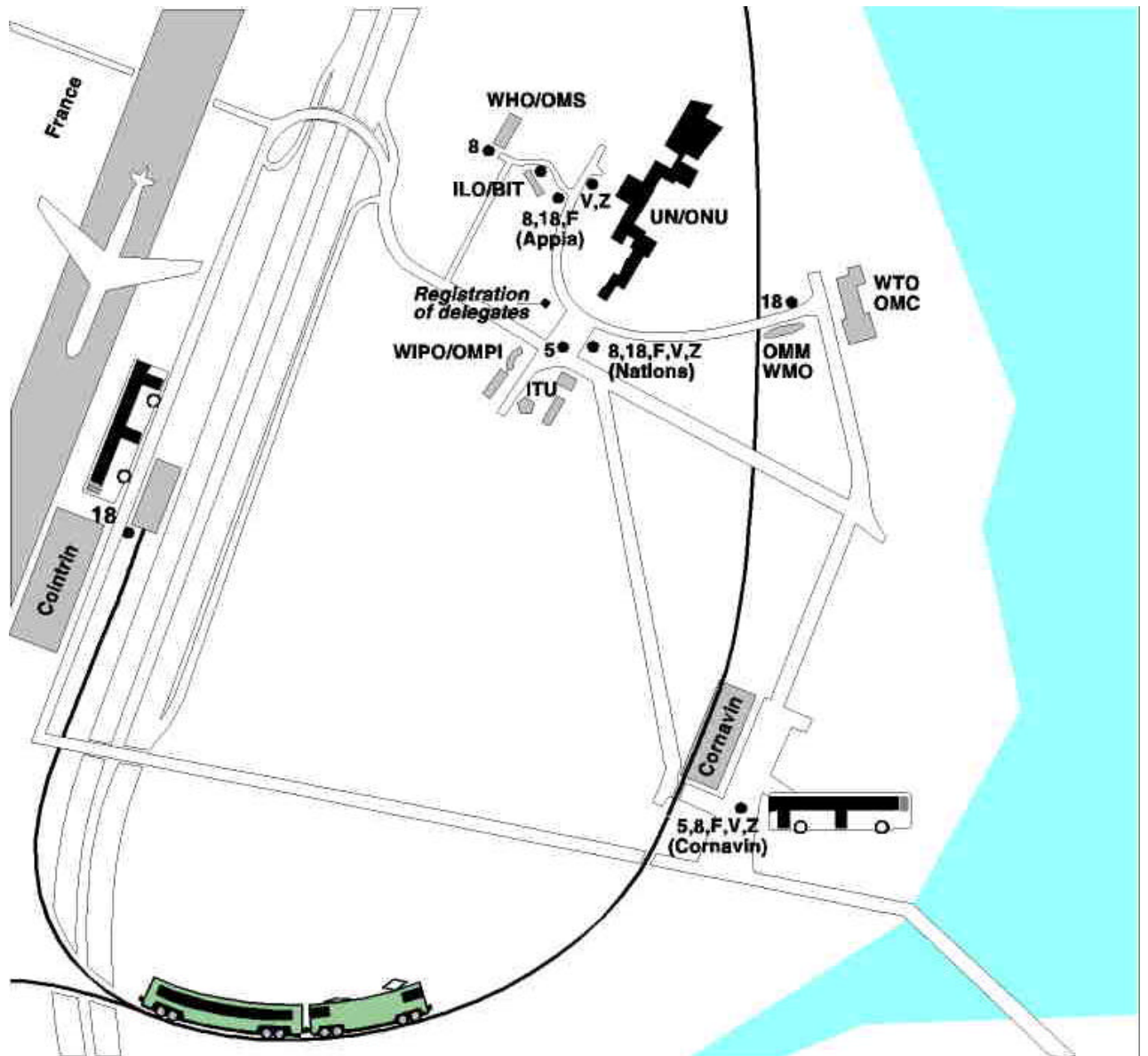
V. DOCUMENTATION

14. Invited and supporting papers along with their summaries will be made available on the website of the UNECE Secretariat at the following location:

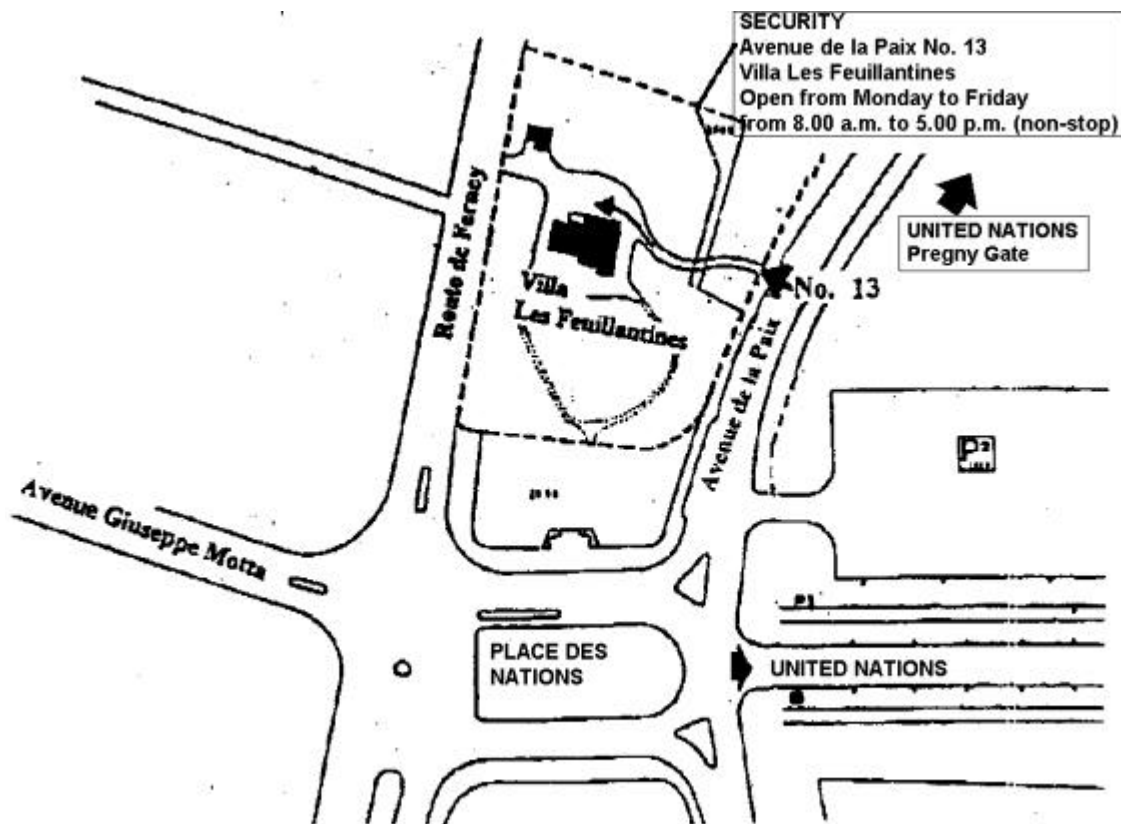
<http://www.unece.org/stats/documents/2003.02.msit.htm>

Delegates are encouraged to download the papers from the website and bring their own copies to the meeting. Documents posted on the website before the meeting will not be distributed in the conference room.

How to find the UN building in Geneva:



Where to obtain the entry pass (Security Identification Office, Villa les Feuillantines, 13 avenue de la Paix):



Entry for delegates with valid ground pass: "Place des Nations gate" and "Pregny gate"
Entry for visitors: "Pregny gate" only

Note: a valid photo ID is needed to obtain the ground pass and to gain the entry to the UN premises.

Please send this form by fax to the UNECE Statistical Division: +4122 917 0040
 (For meetings included in the work programme of the Conference of European Statisticians)



UNITED NATIONS OFFICE AT GENEVA

Conference Registration Form

Please print

Date _____

Title of the Conference

Joint ECE/Eurostat/OECD meeting on the management of statistical information systems (Geneva, 17-19 February 2003)

Delegation/Participant of Country, Organization or Agency

Participant

MR. <input type="checkbox"/>	Family Name	First Name
Mrs. <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Ms. <input type="checkbox"/>		

Participation Category

Head of Delegation <input type="checkbox"/>	Observer Organization <input type="checkbox"/>
Delegation Member <input type="checkbox"/>	NGO <input type="checkbox"/>
Observer Country <input type="checkbox"/>	Other (Please Specify Below) <input type="checkbox"/>
...	

Participating From / Until	
From <input type="text"/>	Until <input type="text"/>

Official Occupation (in own country) <input type="text"/>	Passport or ID Number <input type="text"/>	Valid Until <input type="text"/>
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Official Telephone N°. <input type="text"/>	Fax N°. <input type="text"/>	E-mail Address <input type="text"/>
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Permanent Official Address

Address in Geneva

Accompanied by Spouse Yes No

Family Name (Spouse) <input type="text"/>	First Name (Spouse) <input type="text"/>
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On Issue of ID Card

Participant Signature

Spouse Signature

Date

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Card N°. Issued

Initials, UN Official