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Eleventh meeting of the Executive Committee of the  
Statistical Conference of the Americas of the  
Economic Commission for Latin America and the Caribbean

Quito, 2-4 July 2012

## **REPORT OF THE WORKING GROUP ON INSTITUTION-BUILDING**



1. **Coordinating country:** Colombia: National Administrative Department of Statistics (DANE).
2. **Members of the group and focal points:** Bahamas, Barbados, Belize, Ecuador, Jamaica, Mexico, Panama, Paraguay, Suriname, and Colombia as the coordinating country of the working group's activities for the period 2012-2013.

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### **3. Programme of work 2012-2013**

At its sixth meeting in 2011, the Statistical Conference of the Americas of ECLAC decided to maintain this working group in order to strengthen statistical principles and good practices in the region. The group will be headed by DANE of Colombia during the period 2012-2013.

#### **(a) General and specific objectives**

##### **General objective:**

This working group seeks to strengthen national statistical offices in the region through compliance with the regional code of good practice in statistics in Latin America and the Caribbean.

##### **Specific objectives:**

- Dissemination and first phase of implementation of the regional code of good practice in statistics in Latin America and the Caribbean.
- Preparation of a proposal for a bank of good statistical practices.

#### **(b) Main activities for the period 2012-2013**

*Design and prepare tools for the dissemination and implementation of the regional code of good practice in statistics in Latin America and the Caribbean*

- Organize face-to-face dissemination workshops in order to implement the code.
- Administer a self-assessment questionnaire on the following principles of the code: professional independence; statistical mandate for data collection; statistical confidentiality; adequacy of resources; commitment to quality; and impartiality and objectivity.
- Design the online application for the self-assessment questionnaire.
- Conduct overall assessments of compliance with the code among the member countries of the working group (2011).
- Use the data received via the 2011 questionnaire on strengths and weaknesses to cross-check information and prioritize the region's needs.
- Once the region's needs have been prioritized, propose activities that can be undertaken within the framework of the Knowledge Transfer Network and that help national statistical offices in the region overcome their weaknesses.

*Prepare a proposal for a bank of good statistical practices*

- Design the methodology for a proposal for a bank of good statistical practices in the region.
- Design the system for consulting the bank of good statistical practices.
- Hold workshops to encourage the countries of the region to use the consultation system.
- Hold workshops to promote updating the consultation system with the good practices of the countries of the region.

**(c) Outputs and results to be presented at the seventh meeting of the Statistical Conference of the Americas of ECLAC in November 2013**

- Self-assessment questionnaire on the regional code of good practice in statistics in Latin America and the Caribbean.
- Online application for completion of the self-assessment questionnaire.
- Reports containing expert recommendations based on the overall assessments of compliance with the code.
- Proposal for a bank of good statistical practices for Latin America.

**4. Update on activities**

**(a) Activities carried out**

*Report on the strengths, weaknesses and suggestions for improvement submitted to ECLAC and proposal for Knowledge Transfer Network activities*

The data submitted by 14 national statistical offices in the region on the 10 principles of the regional code of good practice in statistics in Latin America and the Caribbean examined in the 2011 questionnaire was used to consolidate information on strengths, weaknesses and suggestions for improvement. A report was subsequently prepared containing a list of the responses, which are presented showing the proportion of countries that responded in a certain way on each topic.

This exercise constituted an additional input to the report on the current situation in the national statistics offices in 2011. A proposal for activities was put forward that covers common themes in the region and aims to address the weaknesses that emerged during this exercise.

*Programme of workshops to disseminate the regional code of good practice in statistics in Latin America and the Caribbean*

Following approval of the code, the Working Group on Institution-building will be responsible for its dissemination and for the first phase of its implementation. The aim is to strengthen the offices vis-à-vis minimum requirements for the production and coordination of reliable, high-quality statistics.

These dissemination activities are intended to facilitate interaction between national statistical offices and international organizations, thereby enabling regional progress to be made on statistics. They also constitute an opportunity for countries to share experiences and reference methods for executing internal procedures in the context of compliance with the code's principles and criteria.

Three two-day workshops are planned for the period 2012-2013. These will be face-to-face workshops and will be held in Bogota, and an international expert in the subjects to be discussed will be present. Each country in the region will be invited to send a delegate.

The coordinator of the working group has therefore sought funding from the Inter-American Development Bank (IDB). This request is currently under consideration.

*Overall assessments of compliance with the regional code of good practice in statistics in Latin America and the Caribbean among the members of the working group (2011)*

In addition to the workshops, overall assessments will be carried out in order to describe and analyse the generation of statistics at national statistical offices in the region. This will make it possible to study the strengths and difficulties and the extent to which each office complies with the criteria and principles proposed in the code.

A committee of experts appointed by EUROSTAT as technical secretariat of the working group will review the information received from the countries selected for this exercise, based on the responses given in 2011 on the self-assessment questionnaire regarding the regional code of good practice in statistics in Latin America and the Caribbean.

A request for financing has been submitted to the IDB and a response is awaited in order to be able to set in motion the respective plans.

**(b) Activities underway**

As part of the activities planned by the coordinating country of the working group, the form used in the 2011 questionnaire is being updated to include the other principles that were not assessed that year. In addition, a review is being conducted of international benchmarks used for measurement based on offices' information needs, which could be captured on the new form.

**(c) Activities to be carried out**

- Hold face-to-face dissemination workshops to implement the code in the Caribbean countries.
- Design the online application for the self-assessment questionnaire regarding compliance with the code.
- Design the methodology for the proposal for a bank of good statistical practices in the region.
- Design the system for consulting the bank of good statistical practices.
- Hold workshops to encourage the countries of the region to use the consultation system.
- Hold workshops to promote updating the consultation system with the good practices followed by the countries of the region.

## Annex

**PROPOSED PROGRAMME OF WORKSHOPS TO DISSEMINATE THE REGIONAL  
CODE OF GOOD PRACTICE IN STATISTICS IN LATIN AMERICA  
AND THE CARIBBEAN**

Following approval of the regional code of good practice in statistics in Latin America and the Caribbean, the Working Group on Institution-building will be responsible for its dissemination and for the first phase of implementation of its principles and good practices in all offices in the region. The aim is to achieve general compliance with the minimum requirements for the production of reliable, high-quality regional statistics.

Implementing the code is the responsibility of all staff involved in statistical activity at national statistical offices; it is not solely a management duty.

At the sixth meeting of the Statistical Conference of the Americas of ECLAC, therefore, the Working Group on Institution-building suggested holding a series of workshops during the period 2012-2013. These will represent a step forward in implementation of the code.

**Workshop proposal**

Activities to disseminate the code are part of a strategy to facilitate interaction between the national statistical offices and the international organizations supporting these activities in the region, including those led by the Working Group on Institution-building.

Attendance is sought from directors and managers involved in generating official statistics at the national statistical offices. They will be expected to pass on the information received and boost compliance with the code within each entity.

**Objectives**

- To present the background, the concepts and the process that led to the definition of the principles and good practices contained in the code.
- To explain the structure, use, scope and importance of the code.
- With regard to implementation of the code, to present the methods and tools for applying each of the principles.
- To provide opportunities for participating countries to share experiences.

**Phases***Designation of focal points*

The working group, with ongoing support from the ECLAC secretariat, will invite the member countries of the Statistical Conference of the Americas to participate in the process of implementing the code by designating a representative from their national statistical office, who will be expected to become familiar with and pass on the information within their office.

*Designation of experts*

The workshops will be led by experts in the themes associated with the principles and good practices. An expert in these themes will attend each workshop.

*Definition of the timetable and format for the workshops*

The Working Group on Institution-building is planning to carry out three face-to-face workshops in Bogota, each of which will be two days long. It is hoped that they will be attended by delegates from every national statistical office in Latin America and the Caribbean.

The workshops will focus on transferring tools that will help national statistical offices comply with the code. To facilitate understanding and make efficient use of the time available, each workshop will deal with one component of the code. Information is provided below on the themes to be covered.

### **WORKSHOP 1: INSTITUTIONAL ENVIRONMENT AND COORDINATION**

<b>Themes</b>	
Module I	Background Concepts and importance of the component of institutional environment and coordination
Module II	Use and scope of the code's principles and good practices Coordination and national statistical systems
Module III	Regional weaknesses with regard to the principles of this component
Module IV	Tools applicable to the principles of this component
<b>Inputs</b>	
Regional code of good practice in statistics in Latin America and the Caribbean and report on the region's strengths and weaknesses in terms of compliance with that code.	
<b>Description</b>	
<p>A short presentation will first be delivered on the international development of the principles and good practices, from the Fundamental Principles of Official Statistics to individual efforts by multilateral bodies and national statistical offices to devise codes for the production of high-quality statistics, highlighting in particular the regional code of good practice in statistics in Latin America and the Caribbean.</p> <p>Next, the three components of the code will be presented: institutional environment and coordination, statistical processes and statistical output. Further information will be provided on topics related to the first component and each of the principles it comprises: professional independence; coordination of the national statistical system; mandate for data collection; statistical confidentiality; adequacy of resources; quality commitment; impartiality and objectivity; and cooperation and international participation.</p> <p>This will be followed by an explanation of the use and scope of each of the principles in relation to statistics, and offices' responsibilities when it comes to compliance within the national statistical system.</p> <p>Given the importance of the national statistical system in each country, there will be an opportunity to discuss coordination within the system, during which participants will be able to share their experiences regarding the responsibility of the national statistical offices to guide other entities generating statistics in their country.</p> <p>Drawing on the findings of the self-assessment questionnaire on the code, information will be provided on regional compliance in general. Participants will thus be able to appreciate the strengths and weaknesses, and in turn, the possible action they could take of their own accord in their offices.</p> <p>The expert on institutional environment will present a series of tools that offices must put into practice. These are to be used to complement or execute internal procedures in order to comply with all the principles of the code. National statistical offices that are stronger in this respect will be able to share their knowledge, strategies and tools with other offices.</p>	
<b>Date</b>	
Dependent upon IDB funding.	
<b>Expert</b>	
To be confirmed.	



## WORKSHOP 2: STATISTICAL PROCESSES

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<b>Themes</b>	
Module I	Background Concepts and importance of the statistical processes component
Module II	Use and scope of the code's principles and good practices
Module III	Regional weaknesses with regard to the principles of this component
Module IV	Tools applicable to the principles of this component

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**Inputs**  
Regional code of good practice in statistics in Latin America and the Caribbean and report on the region's strengths and weaknesses in terms of compliance with that code.

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**Description**  
The second workshop will deal with subjects related to the statistical processes component of the code. a short presentation will be delivered on this component and its principles and good practices at the international level.  
More detail will then be provided about each of the principles: sound methodology; appropriate statistical procedures; non-excessive burden on respondents; and cost-effectiveness.  
This will be followed by an explanation of the use and scope of each of the principles in relation to statistics, and offices' responsibilities when it comes to compliance within the national statistical system.  
Drawing on the findings of the self-assessment questionnaire on the code, information will be provided on regional compliance in general. Participants will thus be able to appreciate the strengths and weaknesses, and in turn, the possible action they could take of their own accord in their offices.  
The expert on statistical processes will present a series of tools that offices must put into practice. These are to be used to complement or execute internal procedures in order to comply with all the principles of the code. National statistical offices that are stronger in this respect will be able to share their knowledge, strategies and tools with other offices.

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**Date**  
Dependent upon IDB financing.

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**Expert**  
To be confirmed.

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## WORKSHOP 3: STATISTICAL OUTPUT

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<b>Themes</b>	
Module I	Background Concepts and importance of the statistical output component
Module II	Use and scope of the code's principles and good practices
Module III	Regional weaknesses with regard to the principles of this component
Module IV	Tools applicable to the principles of this component

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**Inputs**  
Regional code of good practice in statistics in Latin America and the Caribbean and report on the region's strengths and weaknesses in terms of compliance with that code.

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**Description**  
The third workshop will deal with subjects related to the statistical output component of the code. a short presentation will be delivered on this component and its principles and good practices at the international level.  
More detail will then be provided about each of the principles: relevance; accuracy and reliability; timeliness and punctuality; coherence and comparability; and accessibility and clarity.  
This will be followed by an explanation of the use and scope of each of the principles in relation to statistics, and offices' responsibilities when it comes to compliance within the national statistical system.  
Drawing on the findings of the self-assessment questionnaire on the code, information will be provided on regional compliance in general. Participants will thus be able to appreciate the strengths and weaknesses, and in turn, the possible action they could take of their own accord in their offices.  
The expert on statistical output will present a series of tools that offices must put into practice. These are to be used to complement or execute internal procedures in order to comply with all the principles of the code. National statistical offices that are stronger in this respect will be able to share their knowledge, strategies and tools with other offices.

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**Date**  
Dependent upon IDB financing.

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**Expert**  
To be confirmed.

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