



Statistical Business Register and Administrative Data training – Agenda

Business Survey Infrastructure Component
January 27 to March 3, 2022

Virtual training through MS Teams

Objective: The objective of the PRASC Statistical Business Register (SBR) training is to highlight the importance of administrative data sharing amongst the National Statistical System (NSS) partners to build and maintain the National Statistical Office's (NSO) SBR. Having a complete SBR will help produce evidence-based statistics on the economy and businesses of the country.

Week 1: The SBR (Gaétan St-Louis)

1. How can SBR data be used (COVID-19 response with SME's etc.)?
2. What is a SBR
3. Role of the SBR for the NSS
4. NSO's role in managing the SBR (custodian)
5. Uses of the SBR (survey sampling)
 - a. Survey frame + Contact information for collection
 - b. Demographic reports
6. Content of an SBR
7. PRASC SBRs built for the region (Excel (pivot for demographics) and SQL (function for demographic report))
8. Continuity and sustainability

Week 2: Administrative data (Gaétan St-Louis)

1. Open discussion from the last session questions (15 minutes)
2. Role and importance of administrative data in statistics (for NSO and/or NSS)
3. Benefits of administrative data for the NSS/country (ex. During COVID-19, hurricane, day to day decision making etc.)
4. Micro level data vs aggregate
5. Electronic format (sharing of data)
6. Variables
 - a. Legal name vs trading name (operating name)
 - b. Size variables
 - c. Gender statistics
 - d. ISIC classification (Rev. 4)

7. MOU's
 - a. What should be included
 - b. Frequency
8. How can administrative data be used to build and maintain an SBR
 - a. Could be used to identify sub-populations for activity-based surveys
9. Experiences with administrative data in the region

Week 3: Record Linkage (Serge Godbout)

1. Open discussion from the last session questions (15 minutes)
2. Overview of Record Linkage – Why Record Linkage
3. Types of Matching
 - a. Deterministic Record Linkage
 - b. Probabilistic Record Linkage
 - c. Machine Learning
4. Pre-Processing of Linkage Variables
5. Deterministic Matching with Example
6. Ongoing SBR Update Processes
7. Linkage of Non-Base Variables
8. Security and Confidentiality of Results
9. Conclusions

Week 4: Business surveys (Serge Godbout)

1. Open discussion from the last session questions (15 minutes)
2. Why conduct a business survey?
 1. Provide governments, researchers, and population with business official statistics
 - i. Financial from admin data vs characteristics/activities from surveys
 - ii. Business conditions => government assistance (tax credit) at the right place
 2. Derivation of economic indicators (e.g. GDP, job vacancy, unemployment, etc.)
 3. Used for System of National Accounts in Caribbean?
3. Conducting business survey for whom?
 1. Governments => could develop tax incentive via admin partners
 2. Can an administrative partners ask for a survey?
 - i. Cost sharing
4. Business surveys and administrative data
 1. Why good combination
 - i. Good frame => good statistics
 1. Good coverage reduces survey bias
 2. Auxiliary information useful to reduce survey variance
 - ii. Help harmonization of concepts between countries/regions
 - iii. Response burden (tax replacement for some key variables)
 - iv. Cost effective (complement one another)

Week 5: Data Privacy and Confidentiality (Chris Ward and Delano Hayre)

1. Open discussion from the last session questions (15 minutes)
2. What is Privacy Management?
 - What is privacy?
 - What is personal information?
 - Why is privacy important?
3. Statistics Canada's privacy governance & oversight
 1. Legislation
 - *Financial Administration Act & Public Service Employment Act*
 - *Statistics Act*
 - *Privacy Act*
 2. External Oversight
 3. Internal Oversight & Governance
 4. Governing Instruments
 5. Processes
 - How does Statistics Canada protect personal information?
 - What are PIAs?
 - The Generic Privacy Impact Assessment
 - When is a new S/PIA required?
 - Privacy Management and the Generic Statistical Business Process Model (GSBPM)
 - Transparency & Engagement
 - How do employees protect personal information?
 - Privacy Breaches
4. Potential consequences of NOT protecting privacy
5. Online privacy presence & resources
6. Questions? Discussion

Week 6: Sharing data and Data security (Stéphane Crête)

1. Open discussion from the last session questions (15 minutes)
2. Sharing mechanism – **Presentation by Mr. Mark Noble, Statistical Institute of Belize**
3. SMDX file exchange
4. Data security

