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Twenty-third meeting of the Executive Committee  
of the Statistical Conference of the Americas  
of the Economic Commission for Latin America and the Caribbean

Santiago, 28 and 29 August 2024

**FIRST REPORT ON THE IMPLEMENTATION OF THE BIENNIAL PROGRAMME  
OF REGIONAL AND INTERNATIONAL COOPERATION ACTIVITIES, 2024–2025,  
OF THE STATISTICAL CONFERENCE OF THE AMERICAS OF THE ECONOMIC  
COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN**

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## INTRODUCTION

At its twelfth meeting, held in September 2023, the Statistical Conference of the Americas adopted its biennial programme of regional and international cooperation activities, 2024–2025,<sup>1</sup> and endorsed the establishment of its current 13 working groups. Each working group committed to the preparation of a specific output during the biennium to contribute to the development of official statistics in the region in the following areas: (i) peer review; (ii) census mapping; (iii) data imputation; (iv) small area estimation; (v) metadata management; (vi) childhood-related administrative records; (vii) gender mainstreaming; (viii) well-being indicators; (ix) forced displacement and migration; (x) labour market; (xi) environmental statistics; (xii) agricultural surveys; and (xiii) police administrative records.

The present report provides an overview of progress made in the implementation of the working groups' planned activities and with regard to the agreed outputs. Most of these outputs are documents containing both a regional overview of each topic and good practices and recommendations for improvement. Hence, in addition to revealing progress in the workplan, the report provides a detailed description of the content to be developed during the biennium.

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<sup>1</sup> LC/CEA.12/8.



## I. PEER REVIEW MECHANISM IN LATIN AMERICA AND THE CARIBBEAN

### 1. Coordinating country

Colombia: National Administrative Department of Statistics (DANE)

### 2. Technical secretariat

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Establish a regional peer review methodology, institutionalized under the Statistical Conference of the Americas of ECLAC and based on an analysis of regional benchmarks, such as the Code of Good Practice in Statistics for Latin America and the Caribbean, and international peer review methodologies, such as the methodology of Eurostat.

#### (b) Specific objectives

- (i) Prepare the methodological document and the instruments necessary for peer review in accordance with the outcomes of the analysis of international benchmarks and the pilot tests conducted.
- (ii) Design and conduct two pilot tests of the proposed peer review methodology to identify opportunities for improvement and generate a basis for its implementation in countries in the region.

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
<b>Design and execution of the pilot test with external financing</b>				
Compilation of the methodological document and instruments for peer review in Latin American and Caribbean countries	January 2024	February 2024	75	50% compilation of the methodological document and 100% compilation of the self-evaluation instrument for the pilot test.
Selection of the national statistical office for the pilot test and selection of the peer review committee	February 2024	March 2024	100	Pilot tests will be carried out in the Dominican Republic and Ecuador, beneficiary countries of the project to enhance the resilience and agility of statistical systems to respond to data needs for a stronger recovery from the coronavirus disease (COVID-19) pandemic, implemented by ECLAC within the framework of the fourteenth tranche of the United Nations Development Account.

<b>Activity</b>	<b>Start date</b>	<b>End date</b>	<b>Progress (Percentage)</b>	<b>Remarks</b>
Execution of the pilot test in the selected country	March 2024	July 2024	0	Not started. The first pilot test, in the Dominican Republic, will be conducted between July and September 2024.
Preparation of the report on the results of the pilot test	July 2024	August 2024	0	Not started. Will be completed in October 2024.
<b>Design and execution of pilot test</b>				
Revision of the methodological document, self-evaluation instrument and other necessary documentation on the basis of the results of the pilot test	August 2024	October 2024	0	Not started. Postponed until October–November 2024 to allow for the execution of the first pilot test.
Implementation of the peer review methodology in the selected country	October 2024	February 2025	0	Not started. Postponed until November 2024; the second pilot test will be conducted in Ecuador.
Preparation of the report on implementation results	March 2025	March 2025	0	Not started.
<b>Adoption of the methodology by the Statistical Conference of the Americas of ECLAC</b>				
Revision of the methodological document, self-evaluation instrument and other necessary documentation, on the basis of the pilot test results	April 2025	April 2025	0	Not started.
Review of the revised methodological document by Latin American and Caribbean countries	May 2025	May 2025	0	Not started.
Submission of the methodological document for adoption by the Conference	June 2025	July 2025	0	Not started.
Incorporation of final revisions to methodology, copy and layout	July 2025	September 2025	0	Not started.

## **5. Annotated index of document**

Below is a description of the content of the document being prepared by the working group.

### **(a) Introduction**

This section sets out the reasons for the creation of the working group to design a peer review mechanism under the Statistical Conference of the Americas of ECLAC. The introduction will cover the following:

- (i) Importance of peer review for measuring the implementation of the Code of Good Practice in Statistics for Latin America and the Caribbean.
- (ii) The scope of the peer review mechanism in the context of the Statistical Conference of the Americas, focusing on the national statistical offices of the region.
- (iii) The role of the national statistical office as the main producer of statistical information, which will be responsible for the provision of data for peer review.

**(b) Objectives of the peer review methodology**

*(i) General objective of the methodology*

Encourage the national statistical office, which manages the national statistical system, to base its statistical work and system guidelines on the Fundamental Principles of Official Statistics and the Code of Good Practice in Statistics for Latin America and the Caribbean.

*(ii) Specific objectives of the methodology*

- Demonstrate progress in the implementation of the Code of Good Practice in national statistical systems of the region.
- Support the development of improvement plans for national statistical offices and systems, through the sharing of experiences among countries and with international experts.
- Foster collaborative ties among the countries of the region to facilitate the continuous improvement of statistical production.

**(c) Appraisal of international peer review benchmarks**

This section will contain a description of the benchmark methodologies assessed, namely the peer review methodologies of the European Statistical System and the Partnership in Statistics for Development in the 21st Century, in terms of their differences and similarities and their relevance for the region.

In general, both methodologies are intended for use by statistical offices and assessed institutions to identify areas for improvement on the basis of expert recommendations. In that regard, the following benchmarks are considered: the codes of good practice in statistics of each country to be assessed, the African Charter on Statistics for the Partnership in Statistics for Development in the 21st Century, and the European Statistics Code of Practice in the case of Eurostat.

**(d) Scope**

This section will explain that the peer review methodology will be developed within a “community of countries” system, with the Statistical Conference of the Americas serving as technical secretariat. The community system will focus on regional cooperation, and the countries that are evaluated will commit not only to implementing the recommendations of the evaluation team but also to serving on the evaluation team in the next review cycle, which will strengthen ties and foster continuous dialogue among countries.

The advantages and challenges of the proposed approach will also be explored.

**(e) Countries to participate in peer review**

This section will describe how the countries will join the community by applying for peer review. Countries that apply to be assessed agree to become peer evaluators later.

**(f) Evaluation team**

This section will present the evaluation team tasked with peer-reviewing the countries selected and will detail the desired composition of the team: national expert from the country to be evaluated, ECLAC expert (or external expert provided by ECLAC) and peer evaluators from other national statistical offices in the region. This will help countries to nominate the right people for the job.

**(g) Users of statistics to participate in peer review**

This section will establish that the country to be evaluated should request the main users of statistics (e.g. data providers, other producers of official statistics, academics and decision makers) to participate in the in-person visit of the evaluation team.

*(i) Identification of participating users*

The main users for the evaluation tool will be identified. These may include:

- Academic sector.
- Public sector (government officials who use the main economic statistics, such as the consumer price index and employment and poverty statistics).
- Other producers of statistics.
- Private sector (e.g. professional associations).

*(ii) Responsibilities of statistics users participating in peer review*

The responsibilities of the users of statistics who participate in the peer review process will be presented.

**(h) Components**

This section will present the evaluation process components.

*(i) Auditing component*

- Participation of international experts, whose objectivity increases the credibility and transparency of the process.
- Presentation of data to support the implementation of good practices and, by extension, the principles enshrined in the Code of Good Practice in Statistics for Latin America and the Caribbean.
- Preparation of a report on the outcomes of the evaluation, to include, in the absence of consensus, any reservations expressed by the national statistical office with regard to the evaluation team's findings.

*(ii) Peer review component*

- Peer review methodology and scope agreed by community.
- Inclusion of experts from the national statistical offices of other countries in the evaluation team.
- Peer-to-peer learning via the participation of said experts in the evaluation process.
- Evaluation process focused on areas for improvement.

**(i) Self-evaluation instrument**

The peer review methodology will include one self-evaluation instrument for use by the national statistical office and another for the users of the information produced by that office. This section will stipulate that the self-evaluation questionnaire for use by the national statistical office should establish



elements of implementation for each criterion set forth in the principles of the Code of Good Practice in Statistics for Latin America and the Caribbean, taking into account the elements identified in the United Nations National Quality Assurance Frameworks Manual for Official Statistics. The questionnaire for the users of statistics includes six principles that are considered relevant to them.

The self-evaluation instrument should be completed prior to the in-person visit of the evaluation team and complemented by data on the status of implementation for each practice.

(i) *Self-evaluation instrument for national statistical office*

This subsection will specify that the self-evaluation instrument for use by national statistical offices contains the 18 principles of the Code of Good Practice in Statistics for Latin America and the Caribbean, including their respective implementation criteria. Each criterion relates to the checklist of the National Quality Assurance Framework adapted for the region, which serves as a guide for demonstrating the implementation of each good practice. The instrument is aligned with the elements of the United Nations National Quality Assurance Framework, both in principle and in practice, to avoid any duplication of efforts in the completion of similar exercises.

(ii) *Self-evaluation instrument for users of statistics*

This subsection will present the self-evaluation questionnaire for users, the purpose of which is to assess the implementation of the following principles: coordination of the national statistical system, statistical confidentiality, commitment to quality, relevance, timeliness and punctuality, and accessibility and clarity. Evaluating these principles makes it possible to identify what national statistical offices are doing to serve the needs of statistics users, who are the main recipients of the statistical information produced by the national statistical system.

**(j) Pilot tests**

As part of the working group plan to design a peer review mechanism, two pilot tests are planned to verify the feasibility of the mechanism's application, with a view to identifying opportunities for improvement before official adoption by the Statistical Conference of the Americas. This section will present the main results of the pilot tests and their contribution to the peer review methodology.

**(k) General outline of the review process: time frames and activities**

This section will present the activities that are necessary for peer review, together with proposed time frames and parties responsible for each activity.

**(l) Types of findings**

This section will present the types of findings that can result from peer review, such as challenges or opportunities for improvement and strengths.

**(m) Final report and recommendations on peer review**

This section will outline the structure of the final report, which will present a summary and conclusions regarding the development of the peer review methodology. The structure will be as follows:

- (i) Introduction
- (ii) Description of the national statistical system

- (iii) Results of consultation with participating users of statistics
- (iv) Strengths in the implementation of the Code of Good Practice in Statistics for Latin America and the Caribbean
- (v) Challenges or opportunities for improvement in the implementation of the Code of Good Practice

The report must provide detailed explanations of the decision taken by the team of experts on peer review. Recommendations must be formulated in a manner that enables the national statistical office to determine the appropriate improvement measures.

This section will also specify the follow-up actions for the countries to take jointly in accordance with the proposed improvement plan.

## II. ANALYSIS OF TECHNOLOGIES AND METHODOLOGIES FOR CENSUS MAPPING

### 1. Coordinating countries

Argentina: National Institute of Statistics and Censuses (INDEC)

Bolivarian Republic of Venezuela: National Institute of Statistics (INE)

### 2. Technical secretariats

United Nations Population Fund (UNFPA)

Latin American and Caribbean Demographic Centre (CELADE)-Population Division of ECLAC and Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Analyse the status of progress in technology and methodology for the preparation of geospatial information under the premise that “data speak”, which refers to the exploration of census mapping in the information age, in order to explain what it is and how this information is used in the different phases of census operations in the 2020 round, for application in the 2030 round of censuses in Latin American and Caribbean countries.

#### (b) Specific objectives

Prepare a document on lessons learned with regard to the following:

- (i) The different methods of capturing geospatial and statistical information used in the process of updating pre-census and census maps.
- (ii) Oversight and management systems for updating pre-census and census maps.
- (iii) Interoperability between geospatial information and the capture methods used in the field during the census-taking process (computer-assisted personal interview, computer-assisted web interview, computer-assisted telephone interview).
- (iv) Systematization of experiences in the region with regard to the dissemination and geospatial representation of census data.
- (v) General recommendations for the countries of Latin America and the Caribbean on leveraging lessons learned to strengthen national statistical and geographical systems and on the preparation of the 2030 round of censuses.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Bilateral meetings to share technologies and methodologies used in updating pre-census and census maps with countries that have already completed their censuses (2020)	November 2023	May 2024	16.6	Two meetings have already been held and 10 more are planned up to October 2024.
Report on the systematization of the information and presentations shared at the bilateral meetings	May 2024	June 2024	100	A summary or report was prepared for each meeting.
Observations on pilot tests and census operations for the period 2023–2025: updating pre-census and census maps	November 2023	March 2025	No information	
Report on observations made during the pilot tests	March 2025	March 2025	0	
Preparation of the final document	March 2025	July 2025	0	
Dissemination of the final document	August 2025	September 2025	0	

#### 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

##### (a) Key definitions (including pre-census and updating of maps)

The purpose of this section is to provide a list of agreed definitions for terms relevant to national statistical office processes, outputs and information, both in its regular work and during census periods. Topics to be considered are:

- (i) Definition of terms, including pre-census, updating of maps, list of buildings and dwellings, housing framework and geostatistical framework.
- (ii) Is the population being optimally captured in the pre-census phase? What are the results of the information collected in the pre-census process? What implications has it had for census operations depending on their type (de jure or de facto)?
- (iii) Could map updating be an entirely remote process?
- (iv) Should the housing count and the map updating process be conducted simultaneously?
- (v) Minimum variables for the pre-census questionnaire. Levels of geographical housing representation (e.g. blocks? addresses? building maps?).

It would be useful to understand the experiences of countries that have taken differing approaches in carrying out this process in the 2020 census round. On the basis of the type of mapping procedure they use, countries could be grouped into the following categories:

- (i) Countries that conduct the pre-census by knocking on doors and inquiring about the residents. Comprehensiveness of activity (e.g. type of respondent and number of return visits).
- (ii) Countries that continually update their national housing frameworks (as in the case of Mexico's National Housing Framework or Brazil's National Registry of Addresses), and how the population data associated with these locations are updated for census planning.
- (iii) Countries that have conducted building or housing counts without connecting them to population data, and the advantages or implications of this approach.

**(b) Urban and rural boundaries and their use for mapping activities**

The purpose of this section is to share experiences with the methods used to define and delimit densely and sparsely populated areas and their use in urban and rural delineation. The proposed content is as follows:

- (i) Methodologies for defining densely and sparsely populated areas (e.g. urban sprawl? regulations?).
- (ii) Standardization.
- (iii) Classification (urban or rural? Segmented or sparse?).

**(c) Addresses or buildings?**

This section will present applied conceptualizations for recording and storing the coordinates of buildings, addresses, residences, apartments and non-residential properties, among others, taking into account urban and rural areas. Proposed topics include:

- (i) Data modelling.
- (ii) Methods of capture, accuracy and standards.
- (iii) Quality controls (e.g. in the field, comparison against administrative records).

**(d) Data capture for rural housing and alternative methods**

This section will present experiences in the use of high-resolution satellite images to capture rural housing data through the identification of roofs. Proposed topics include:

- (i) Sweep methodologies (e.g. typologies, criteria).
- (ii) Automation (Google Open Buildings or similar).
- (iii) Advantages and disadvantages.

**(e) Geostatistical platform**

This section discusses the importance of a continuously updated mapping infrastructure to support the various activities of the national statistical offices, and their links to other sectors at the national and local government levels and to the public. To that end, experiences will be presented in the following proposed areas:

- (i) Continuous updating.
- (ii) Multipurpose platform.
- (iii) Database coding systems.

**(f) Single system for data collection, oversight and production management**

The aim of this section is to review data capture experiences in updating maps and in housing counts conducted in the field and remotely. Proposed topics include:

- (i) Updating existing systems or establishing new systems.
- (ii) Mapping of buildings.
- (iii) Directory: use and occupancy.
- (iv) Oversight and management systems for pre-census and census mapping.

**(g) Prioritization**

This section will provide information about different countries' prioritization processes, both remote and in the field, in pre-census operations and map updates to inform census operations. It is particularly useful to gather information on which geographical elements (in addition to the mapping of housing and buildings) have required updating in the field, and on whether the required updates have been significant. Proposed topics include:

- (i) Prioritization methodologies.
- (ii) Processes for remote and fieldwork and related activities.
- (iii) Assessments conducted.

**(h) Use of analogue and digital mapping**

The aim of this section is to determine the degree of maturity of the national statistical offices and their cartographic platforms in the use of analogue and digital mapping. Proposed topics include:

- (i) Updated mapping and housing counts.
- (ii) Census or statistical operations.
- (iii) Advantages and disadvantages.

**(i) Innovation and challenges**

This section will provide information about the development of innovations for the continual updating of maps, geostatistical analysis and dissemination. Proposed topics include:

- (i) Process automation.
- (ii) Artificial intelligence.
- (iii) Dissemination of information.

**(j) Census operations**

This section will review the experience that the census operation had using the mapping programme and the outputs that this process should provide for future statistical work. Possible topics include:

- (i) Sweep versus list of addresses.
- (ii) Update of the housing list during pre-census versus during census operations.
- (iii) Advantages and disadvantages.

Given the nature and scope of these topics, priority focus is given to more structural issues with a view to also establishing recommendations on the workstream that will serve to address these issues in greater detail in the medium and long term.

For example, complex issues such as urban and rural definitions, including those used for statistical and operational purposes, those determined by political or administrative jurisdictions and those required for public policy, will continue to be the subject of debate.

In addition, the working groups of the Statistical Conference of the Americas will take gender mainstreaming into account in all areas.

### III. DATA IMPUTATION METHODOLOGIES APPLIED IN HOUSEHOLD SURVEYS AND POPULATION CENSUSES

#### 1. Coordinating country

Chile: National Institute of Statistics (INE)

#### 2. Technical secretariat

Statistics Division of ECLAC

#### 3. Objectives

##### (a) General objective

Systematize international experience, focusing on national statistical offices in the region and international organizations, in order to develop recommendations for the implementation of statistical data imputation methodologies in household surveys and population censuses.

##### (b) Specific objectives

- (i) Establish an exchange with national statistical offices in the region to allow the sharing of knowledge, good practices and successful experiences in the field of data imputation in household surveys and population censuses.
- (ii) Establish a regional standardized procedure, in accordance with international recommendations and good practices, which can be adapted to the specific reality of each country and each statistical operation, on imputation in household surveys and population censuses.
- (iii) Examine the particular characteristics of database imputation processes and their impact on imputation variance and on the measurement of sampling error by users of household surveys.
- (iv) Through these efforts, it is proposed to establish a regional observatory, with responsibility for research and administrative functions rotating among the participating countries. The main objective is to produce a periodic, indexed publication, supported by all national statistical offices and ECLAC.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Establishment of the working group	November 2023	January 2024	100	Established in March 2024.
Initial proposal on the content of the document and discussion with the working group	February 2024	March 2024	50	Not yet considered 100% complete, as the proposal has not yet been approved by the members of the working group
Systematization of information on the current status of data imputation practices in household surveys and censuses in the countries of the region	March 2024	June 2024	20	The survey has not yet been sent to countries.

<b>Activity</b>	<b>Start date</b>	<b>End date</b>	<b>Progress (Percentage)</b>	<b>Remarks</b>
Definition of standardized criteria for imputation in surveys and censuses	June 2024	September 2024	0	
Presentation of progress at the first virtual meeting of the working group	October 2024	October 2024	0	
Definition of the imputation methodologies to be considered for use in surveys and censuses	October 2024	March 2025	10	
Seminar and workshop on international experiences regarding data imputation in surveys and censuses	November 2024	November 2024	0	
Presentation of progress at the second virtual meeting of the working group	April 2025	April 2025	0	
Consultation on the draft document with member countries of the working group	May 2025	June 2025	0	
Discussion of the final draft at a virtual meeting of the working group	July 2025	July 2025	0	
Final document sent to the technical secretariat of the Conference	August 2025	August 2025	0	

## **5. Annotated index of document**

Below is a description of the content of the document being prepared by the working group.

### **(a) Background**

This section will address in general terms the framework of recommendations for imputation in surveys and censuses that will constitute the main part of the document. The document's relevance to Latin America and the Caribbean will be explained, with an emphasis on the importance of imputation for improving the quality of census and survey data of national statistical offices.

A brief description of the document's content and objectives will be provided.

With a view to bolstering the proposal, the main references and documents that form the theoretical and practical basis for the document will be listed, and a brief description of each source and its relevance to the subject matter will be provided. Special reference will be made to topical documents produced by regional organizations, among others.

### **(b) Definition and types of missing data**

#### *(i) Concept of missing data*

The subsection will provide a definition for missing data in the context of censuses and surveys. Standard nomenclature for differentiating missing data from skipped pages or questions that are not applicable will be discussed. Analytical and visualization tools used to understand response rates (item imputation and unit imputation) will also be mentioned.

#### *(ii) Classification of missing data*

The subsection will list the different categories of missing data (i.e. missing at random, missing not at random, missing completely at random).



**(c) Theoretical and practical objectives of imputation**

*(i) Justification of the imputation*

The subsection will provide justification for the necessity of data imputation, with a focus on improving data accuracy and integrity. It will also address the recommendations for item imputation versus unit imputation.

*(ii) Impact of data quality*

The subsection will contain an analysis of how imputation affects the quality of data and the decisions that they inform, noting that imputation is not recommended when non-response rates exceed a determined threshold. It will aim to identify the point at which imputation can bias data and is therefore inadvisable.

**(d) Patterns and distribution of missing data**

The subsection will describe the application of statistical validations to empirically establish the type of missing data or their consideration as theoretically relevant for imputation.

*(i) Analysis of common patterns*

Typical patterns of missing census and survey data will be identified and described, along with the application of specific software, visualization tools and statistical tests that are useful in certain cases.

*(ii) Methods for detecting and managing patterns*

The subsection will present techniques and tools for detecting and managing patterns in missing data, together with specific software, programming capacities and processing.

**(e) Traditional imputation methods**

*(i) Listwise deletion*

The subsection will provide an explanation of the listwise deletion method as a simple means of addressing missing data, but one with significant limitations that must be considered before application. This method can be useful in some cases, but alternative methods will be recommended to minimize information loss and bias.

*(ii) Pairwise deletion*

The subsection will discuss the application of analysis using available data as a valuable method for dealing with missing data and retaining the most information possible while minimizing bias. However, it is important to consider the method's limitations and use it with caution, in particular when missing data might not be random or when the interpretation of results might be complex.

**(f) Reweighting**

The section will analyse the use of reweighting and its effectiveness in the context of total non-response of the study units. The use of reweighting to address missing data will be described, with a comparison of pros and cons, in particular the advisability of reweighting in the case of low response rates. It will also address questions regarding the recommended non-response rate for the use of reweighting.

**(g) Modern imputation methods**

The section will address modern data imputation methods through theoretical knowledge, practical skills and working group feedback. The aim will be to select the appropriate method according to the characteristics of the data set and the objective of the analysis.

*(i) Single imputation*

The subsection will provide a brief discussion of single imputation techniques to replace missing values with estimated values, such as mean, median, mode, constant, hot-deck and linear regression. These are quick and easy tools, but they do not consider individual variability or the relationship with other variables. Their selection may depend on the type of variable and the analysis.

*(ii) Multiple imputation*

The subsection will provide a description of multiple imputation as a statistical method for dealing with missing data by creating multiple complete data sets through the iterative imputation of missing values using different techniques. The process will be discussed in the context of its advantages and disadvantages, and recommendations will be issued for each technique.

*(iii) Machine learning techniques*

The subsection will demonstrate the utility of machine learning algorithms, which can offer a powerful and flexible alternative to traditional data imputation methods. Selecting and applying the appropriate algorithm can significantly improve the quality and accuracy of the imputed data, providing an additional tool for analysis and decision-making. Experiences will be evaluated to summarize the advantages, disadvantages and possible recommendations for the use of machine learning imputation in surveys and censuses.

**(h) Imputation processes in the 2020 census round**

*(i) Imputation strategy*

The objectives and methodology used in the 2022 census by the Brazilian Institute of Geography and Statistics (IBGE) will be described, with an emphasis on recommendations, the identification of patterns, methods used and results obtained.

*(ii) Implementation and comparison*

The implementation of the imputation techniques will be analysed, comparing them with previous censuses and showing the substantial improvements in the current census.

*(iii) Recommendations and good practices*

Recommendations based on the IBGE experience will be provided to improve the quality of imputation and reduce time-related and economic operating costs. The subsection will identify elements of the IBGE experience that other national statistical offices could apply to improve the quality of their estimates.

**(i) Imputation in household surveys**

*(i) Specific challenges*

The subsection will identify the challenges of imputation in complex surveys, considering the experiences of the working group members and documented success stories, and will address how, when and why to impute complex survey data.

(ii) *Examples of implementation*

The subsection will present examples of how imputation has been implemented in household surveys and censuses and discuss the use of certain methodologies, resources and administrative records in that regard. For this purpose, the technical team of a national statistical office will be invited to present a specific case.

(iii) *Effects of imputation on poverty and inequality*

The subsection will contain an analysis of the effects of imputation methods on poverty statistics, together with imputation experiences from the field in cases of missing household survey data, with a focus on studies that measure poverty and inequality. Efforts will be made to understand how the chosen imputation methods can have significant effects on the final estimates. It is crucial to select techniques that not only fill data gaps but also maintain the integrity and variability of the original data. The aim is to understand how proper imputation improves the reliability of poverty and inequality statistics, providing a more solid basis for effective policymaking.

(iv) *Recommendations and good practices*

The influence of different imputation methods on the indices of the main household surveys will be analysed in the light of different types of variables to be imputed.

**(j) Case studies and advanced practical applications**

The case studies will analyse whether the application of advanced techniques, such as multiple imputation or modern imputation techniques, could improve the accuracy of estimates and provide a basis for public policymaking. Crucially, the successful implementation of these techniques will rely on skills-building for technical teams and ongoing training and evaluation. The ultimate aim of proper imputation is not only to improve data reliability but also to strengthen public confidence in official statistics.

**(k) Practical considerations and recommendations**

(i) *Recommendations for implementation*

The subsection will offer practical recommendations for the implementation of imputation methods. The aim is for an agreement to be reached, following multiple exchanges among working group members, on the most valuable guidance for imputation in statistical outputs (surveys and censuses) in order to disseminate these findings to the participating national statistical offices and the members of the broader statistical community in the region.

(ii) *Selection of methods*

The subsection will offer recommendations for the selection of appropriate methods according to the context and available data. The exchanges (e.g. through presentations, articles and books) will be used to systematize a selection of methods for specific analytical contexts. This part of the document should represent consensus among all participants.

**(l) Conclusion**

(i) *Summary of findings*

The main findings of the document will be summarized, with a particular focus on methods to improve the quality of estimates in certain contexts. The findings and recommendations of the participating national statistical offices will also be taken into account.

(ii) *Concluding remarks*

The importance of proper imputation and its future implications will be considered.

In developing methodological recommendations for imputation in censuses and surveys, the aim will be to highlight the critical importance of this technique for ensuring high-quality and accurate statistical data. The intention of the document as a whole is to demonstrate how proper imputation not only solves the problem of missing data but also ensures that data sets are representative and maintain their integrity — essential aspects for policymaking and informed decision-making.

Each imputation method has advantages and limitations, and the selection of the method should be based on the specific context and characteristics of the available data. Understanding missing data patterns and selecting the appropriate imputation technique are critical for minimizing bias and maximizing the accuracy of estimates.

**(m) Bibliography**

**(n) Annexes**

(i) *Complementary statistics*

Additional statistics will be included to complement the content of the document. This subsection will consider valuable resources for certain household surveys, such as administrative records useful for the imputation of specific variables.

(ii) *Recommended statistical packages*

Statistical packages for imputation (e.g. STATA and R) will be recommended.

(iii) *Command examples*

Practical examples of the use of statistical software commands will be provided. For example, the use of a given R library may constitute a valuable contribution.

#### IV. RECOMMENDATIONS FOR INCORPORATING SMALL AREA ESTIMATION METHODOLOGIES INTO THE PRODUCTION OF STATISTICS

##### 1. Coordinating countries

Bolivarian Republic of Venezuela: National Institute of Statistics (INE)

Colombia: National Administrative Department of Statistics (DANE)

##### 2. Technical secretariat

Statistics Division of ECLAC

##### 3. Objectives

###### (a) General objective

Develop a manual that enables institutions to standardize the use of small area estimation to produce official statistics.

###### (b) Specific objectives

- (i) Analyse the use of the small area estimation methodology in the region, taking into consideration criteria for the following: publication, variables, domains, periodicity of publication, process definition and automation, tools used and available human talent.
- (ii) Define the general stages of applying the small area estimation methodology in order to create a manual with a step-by-step guide, bearing in mind replicability and automation.
- (iii) Make recommendations to institutions and organizations that enable small area estimation to be incorporated into the production processes for official statistics.
- (iv) Establish a maturity model that takes into consideration the following capacities and assets: available data, human talent, defined processes, initiatives already implemented and technological tools.
- (v) Contribute to building tools that highlight the possible contributions of implementing the small area estimation methodology for following up on and monitoring the Sustainable Development Goal (SDG) indicators.
- (vi) Gather recommendations from countries in the region that have already begun implementing the small area estimation methodology to produce statistics.
- (vii) Propose ways for the statistical data obtained using small area estimation methodology to be made available and viewed locally through geostatistical information systems.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Establishment of the working group	November 2023	January 2024	100	
Development of an instrument to describe the level of institutional maturity in applying small area estimation	January 2024	February 2024	100	The design, construction, implementation and compilation of results were carried out. The questionnaire was sent on 16 May and a reminder was sent on 11 June.
Analysis of the information from the maturity instrument for the associated document and comparison of the maturity of the countries of the region in the implementation of the small area estimation methodology	February 2024	April 2024	60	Given the response and application times of the instrument, the analysis will be rescheduled to deliver the output by 31 July 2024.
Definition of the general stages for the implementation of the small area estimation methodology in institutions	April 2024	May 2024	0	The activity is rescheduled for July, with expected completion in August 2024.
Preparation of a draft proposal for the implementation of each stage and development of the process to be incorporated into the production of statistics	May 2024	July 2024	0	The activity is rescheduled for July, with expected completion in September 2024.
Review of the document and approval of the final version	July 2024	August 2024	0	The activity is rescheduled for August, with expected completion in September 2024.
Definition of the administrative, political and technical factors that will enable the small area estimation methodology to be integrated into statistical production	August 2024	September 2024	0	Not started.
Preparation of a draft proposal of enabling factors to be implemented by the institution in order to incorporate small area estimation methodologies into the production of statistics	September 2024	October 2024	0	Not started.
Review of the document and approval of the final version	October 2024	December 2024	0	Not started.
Definition of the degree of maturity and institutional capacities required to move to another level	December 2024	February 2025	0	Not started.
Development of a draft proposal for the degree of maturity and institutional capacities required to move to another level	February 2025	April 2025	0	Not started.
Review of the document and approval of the final version	April 2025	May 2025	0	Not started.
Gathering of recommendations from the countries with the most experience in implementing the small area estimation methodology	May 2025	June 2025	0	Not started.
Preparation of a summary of the manual to progress from using the small area estimation methodology as an experiment to using it for producing statistics	June 2025	August 2025	0	Not started.
Review of the document and approval of the final version	August 2025	September 2025	0	Not started.

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

### (a) Executive summary

General description of the document, which will be a maximum of three pages long. This may include the purpose of the document, a brief description of its scope, successful experiences and a schedule of activities.

### (b) Introduction

This section will provide an overview of the subject matter and present a summary of each subsequent section and of conclusions. It will also cover the following topics:

- The importance of small area estimation for the fulfilment of international commitments, such as the 2030 Agenda for Sustainable Development and the SDGs, as well as for recognizing States' efforts to improve the targeting of public policies.
- The role of national statistical offices in the application of small area estimation methodology.
- The need to incorporate the gender perspective as a cross-cutting issue in the application of the methodology and processes.

#### (i) *General objective of the document*

Present the purpose of the working group and expected outcomes in the application of the small area estimation, taking into consideration factors such as SDG indicators and States' interests based on national public policy.

#### (ii) *Specific objectives of the document*

Specify the targets that need to be met in order to achieve the overall objective.

#### (iii) *Scope*

Delineate the possible contributions of the application of small area estimation methodology.

Possible outcomes include:

- Identification of the technical criteria that determine the utility of information sources for small area estimation.
- Classification of national statistical offices according to their level of maturity in their use of small area estimation in the production of official statistics according to the five dimensions defined.
- Recommendations to national statistical offices, based on their level of maturity, to achieve the gradual implementation of small area estimation methodology in each defined dimension.
- Specific small area estimation exercises with the national statistical offices that have the technical capacity to apply the methodology.

**(c) Chapter I: Background**

This chapter will provide background information on small area estimation methodology at the international level. To this end, a bibliographic study of the countries that have applied the methodology will be carried out.

*(i) International examples of small area estimation*

This subsection presents the methodology used in each country, including:

- Identification of the political, social, geographical or statistical criteria used to define the domains to be disaggregated (small areas).
- Technical requirements for databases, data dictionaries and validation plans for the application of the methodology.
- Identification of basic variables used.
- Description of procedures followed in defining quality-related parameters for the disaggregation of variables through direct estimators.
- Description of data validation procedures.
- Identification of reliable sources of information for the application of the methodology.
- Description of software or computer programmes used for the development of the small area estimation methodology.
- Description of software requirements, as well as advantages and limitations.
- Definition of the required technical capabilities of human resources.
- Description of the data integration experience.

*(ii) Opportunities and challenges in the application of the small area estimation methodology*

This subsection summarizes the experiences of countries that have some form of small area estimation initiative in place, highlighting results, opportunities and challenges in its implementation.

**(d) Chapter II: Analysis**

This chapter will present the results, by country, of the assessment of national statistical offices in terms of their maturity in the application of small area estimation in the production of official statistics, in each of the areas set out below.

*(i) Legal and institutional framework*

List of regulations, laws and agreements adopted in the country regarding the production of statistics, as well as the institutional regulations that encourage research in new methodologies, and small area estimation within these initiatives.

*(ii) Organization*

Description of the human capacity of the institution, and the profile of the professionals working in data processing and analysis, including their profession and experience in the use of computer programmes for statistical data processing, among other aspects, as well as a list of personnel training sessions, including in programming languages and statistical estimates.



*(iii) Established processes*

Description of statistical production processes, taking into account the application of good programming practices, the design of the information integration process, the identification of needs for variable disaggregation, the definition of quality criteria for direct estimates, a publication schedule, and methodologies for designing the model (e.g. Generic Statistical Business Process Model (GSBPM), agile).

*(iv) Data source*

Detailed explanation of the status of information sources used for statistical production, taking into account the catalogue of available information sources, access to information sources, previous analyses of the quality of information sources, and rules established for the construction of variables.

*(v) Country initiatives and experiences with the small area estimation methodology*

Overview of country experiences in the application of the methodology, taking into account the type of model applied, the periodicity and the data sources used (e.g. structured, unstructured), among other important elements.

*(vi) Technology and infrastructure*

Description of the capacity of the institution's technological infrastructure for processing large volumes of data (e.g. local or cloud); standardization of programming languages for small area estimation models (e.g. R, Stan, SAS, Stata), the GitHub repository and data automation.

**(e) Chapter III: Maturity typologies for national statistical institutes and offices in Latin America and the Caribbean**

This chapter will identify and assess maturity-level typologies in the region on the basis of the analysis and application of the maturity model.

*(i) Methodology*

Presentation of the methodology for determining countries' maturity level in the application of small area estimation.

*(ii) Maturity levels*

Description of the maturity levels of the countries in the region according to the results of the maturity model, and establishment of the scale agreed by the working group's coordinating countries.

The five phases of maturity will be established and clearly defined as follows:

- Initial phase: countries that are in an ad hoc state and that are dependent on the analyst working on the small area estimation methodology.
- Replicable phase: countries that have established some of the processes for the small area estimation methodology.
- Defined phase: countries that have institutionalized the processes but have not yet broadly disseminated the methodology.
- Managed phase: countries that have analytical platforms, good practices and knowledge dissemination.
- Optimized phase: countries with processes that are established, defined, managed and automated, with continuous improvement of the small area estimation methodology.

This subsection will use graphics to represent the maturity levels and their respective analysis.

**(f) Chapter IV: Final recommendations**

This chapter will present recommendations to transition the small area estimation methodology from statistical experimentation to statistical production in the national statistical institutions, offices and systems at the national and regional level.

The recommendations are based on the results of the maturity analysis and on the experiences of countries in the region that have implemented the methodology.

*(i) Recommendations on good practices from countries on implementing the small area estimation methodology*

This subsection will present good practices from countries that have implemented the methodology, highlighting those in which sustainable development indicators have been calculated using the methodology analysed. This includes the dissemination and disclosure of metadata, where the information comes from and how it is calculated.

It will also include specific examples of good practices at the country level that can be shared with the rest of the region's statistical community, and will emphasize the importance and benefits of implementing a geostatistical system or platform at the local level for analysing and modelling variables that enable spatial analysis and visualization through the use of different tools. The methodological phases of the geostatistical system make it possible to obtain data from different sources, using methodologies such as small area estimation to produce estimates and interpret results. This phase also includes the production of thematic maps. The reliability of the geostatistical method at the local scale will be highlighted.

*(ii) Recommendations on collaboration to strengthen the capacities of national statistical offices in the implementation of the small area estimation methodology in statistical production*

These include recommendations on possible opportunities for countries in the region to collaborate on capacity-building for the implementation of the methodology, according to the national capacities of each. Capacity-building may focus on different areas depending on the maturity level of each country:

- Legal and institutional framework (e.g. data exchange, inter-institutional committees).
- Organization (detecting lack of training or suitable profiles).
- Established processes (e.g. use and application of standards in statistical processes).
- Data sources (e.g. determining access and identifying limiting factors regarding administrative data and the existence of data catalogues).
- Technology and infrastructure (e.g. assessment of available skills and technological capacity).

**(g) Annex 1: Glossary of terms****(h) Annex 2: Maturity measurement model for national statistical offices****(i) Annex 3: Bibliography**

## V. GUIDELINES ON METADATA MANAGEMENT WHEN IMPLEMENTING THE GENERIC STATISTICAL BUSINESS PROCESS MODEL

### 1. Coordinating country

Colombia: National Administrative Department of Statistics (DANE)

### 2. Technical secretariat

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Analyse the implementation of standards for the production and dissemination of official statistics (such as GSBPM) and the generation and management of metadata and encourage the exchange of good practices and the incorporation of innovations in the countries of the region to develop a technical manual with recommendations for metadata documentation and management in the production of statistics.

#### (b) Specific objectives

- (i) Identify the ECLAC member States that have implemented or are implementing GSBPM in statistics production processes.
- (ii) Conduct interviews and consult with selected countries' national statistical offices, using digital forms, to obtain detailed information on the implementation of GSBPM and on metadata management.
- (iii) Review the existing documentation on statistics production processes in the selected countries, analysing their coverage and level of detail.
- (iv) Analyse metadata generation and management in the statistics production processes of selected countries, identifying good practices and challenges.
- (v) Address the implications of using artificial intelligence tools to generate and manage documentation.
- (vi) Examine the regional context, explore a variety of innovations and good practices in the use of digital tools and media (such as videos and podcasts) and determine whether they can be considered metadata for producing statistics.
- (vii) Develop a technical manual with clear and practical recommendations for metadata documentation and management in the production of statistics, tailored to the particular characteristics of countries of the region.
- (viii) Foster the dissemination and adoption of the technical manual by national statistical offices in the region, through webinars, workshops and other media.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Preparation and deployment of a survey to gauge the status of implementing and documenting GSBPM in ECLAC member States	January 2024	May 2024	100	Modified and rescheduled for September.
Identification and selection of ECLAC member States for the study using the GSBPM implementation criteria	May 2024	June 2024	0	This activity is under consideration in light of the working group's wish to ensure the participation of all national statistical offices having expressed the desire to do so in the preparation of the manual.
Circulation of the GSBPM instrument for identifying implementation and documentation to ECLAC member States	September 2024	September 2024	0	The aim is to circulate the instrument to all countries that expressed a desire to participate in the study.
Review and analysis of the generation and management of metadata in the statistics production processes of the countries selected	July 2024	September 2024	20	Initiation of the research, taking into account elements published on the websites of participating national statistical institutions.
Interviews and consultations with the national statistical offices of the countries selected to obtain detailed information	October 2024	January 2025	0	Not started.
Analysis of the results of the study and extraction of good practices and recommendations	January 2025	March 2025	0	Not started.
Preparation of the technical manual in collaboration with experts from the national statistical offices and other relevant stakeholders	April 2025	July 2025	0	Not started.
Review and approval of the technical manual by the national statistical offices and other experts in statistics from the region	August 2025	September 2025	0	Not started.

#### 5. Annotated index of document

The document will be divided into seven sections presenting general information on the working group, its relationship with international progress on the topic, its relationship with global agendas and the manner in which the group members completed planned activities and achieved objectives.

The structure of the final document is detailed below (the proposal may be amended on the basis of progress made by the working group).

##### (a) Introduction

This section should be drafted on the basis of discussions by experts convened by the working group on the document's objectives and intended audience in order to determine relevance for ECLAC member States. Key points, such as standardization of metadata and inclusion of the gender perspective, should be agreed upon.

The group will research the historical context and evolution of metadata management, compile analyses and design a harmonized model.

This will inform the draft and its revision to ensure clarity and cohesion, with a view to establishing the relevance and purpose of the document.

**(b) Objectives and scope**

This section will present the general and specific objectives defined by the working group. It will also present the topics that will be researched and on which findings will be presented, as well as the topics that will not be addressed and the justification for their exclusion.

**(c) Context and rationale**

This section will provide an overview of the reasons behind the development of a technical guide with recommendations for the documentation and management of metadata in the production of official statistics in the ECLAC member States.

The evolution of metadata management in the statistical processes implemented by ECLAC member States will be reviewed.

The section will also include a contextual review of the inclusion of the gender perspective in statistical production and the guidelines in place to support the national statistical systems in that regard.

**(d) Conceptual framework**

Breakout groups will meet to share and agree upon standardized definitions for the metadata used in statistical processes, with a view to ensuring the uniformity and comparability of information.

This section will present a common framework of standardized concepts, including a description of key concepts or technical terms relevant to the implementation of standards for the production and dissemination of official statistics (such as GSBPM) and to the generation and management of metadata from the leading multilateral organizations that define statistical good practices and recommendations, such as those published by the national statistical offices of ECLAC member States. The aim is to guarantee the coherence, comparability, readability and analysis of the information contained in the document.

**(e) Analysis of metadata quality management in the national statistical offices of ECLAC member States**

- (i) **Results of the open access metadata review (second half of 2024).** Once a group of national statistical offices of ECLAC member States has been selected, their websites will be reviewed to identify the documents or metadata available for the production of statistical information.
- (ii) **Breakout groups (second half of 2024).** These breakout groups and the documentation shared by the different national statistical offices will inform the drafting of the interview questionnaire.
- (iii) **Results of online interviews (second half of 2024 and early 2025).** The selected national statistical offices will be interviewed to understand their processes for documents management and the definition of metadata for statistical production, according to the implementation of GSBPM.
- (iv) The results of the interview will be used to identify and analyse how the national statistical offices of the region's countries generate and manage metadata in their statistical production processes, as well as good practices and challenges in that regard.

**(f) Design of the metadata management model**

The information resulting from the analysis of GSBPM implementation, the interviews, the review of institutional websites and the national statistical office report will inform the design of a metadata management model.

The aim is to design and develop a harmonized metadata management model that meets the needs identified.

**(g) Recommendations and proposals for implementation**

This section will contain recommendations for the documentation and management of metadata in statistical production, in the context of GSBPM implementation, that address good practices, including with regard to methodologies, inclusion of the gender perspective, update processes, source management, use of technological tools and artificial intelligence, storage, quality indicators, implementation of international standards and fostering a culture of documentation.

The recommendations will result from a review of good practices in national statistical offices and multilateral organizations with relevant experience.

## VI. MANUAL ON THE INTEGRATION OF ADMINISTRATIVE DATA ON CHILDREN AND ADOLESCENTS

### 1. Coordinating countries

Chile: National Institute of Statistics (INE)

Uruguay: National Institute of Statistics (INE)

### 2. Technical secretariats

United Nations Children’s Fund (UNICEF)

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Strengthen the quality of administrative data and their use in following up on the 2030 Agenda and designing public policies to safeguard the rights of children and adolescents in the region.

#### (b) Specific objectives

- (i) Prepare a manual with guidelines on the statistical use of administrative records on children and adolescents, including linking and integrating data across sectors.
- (ii) Establish a conceptual framework for a mature statistics system that is based on integrated administrative data on children.
- (iii) Develop a set of technical case studies of the region, including technical support.
- (iv) Develop strategies and technical guidance for the four areas identified as problematic (scope, governance, data issues, and information technology and other issues).

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Identification of resources	January 2024	March 2024	100	Resources have been secured, including a UNICEF-funded consultant to carry out activities related to the use of administrative records for statistical purposes. In addition, terms of reference, including roles and responsibilities, were drafted and approved by all members of the working group.
Preparation and dissemination of workplan	January 2024	March 2024	100	The workplan for the biennium was prepared in collaboration with the members of the group. Three working group meetings were held, with representation from 11 participating countries, to draft the plan, establish the deadlines, prepare the annotated index and determine the process to be followed for case studies.

Activity	Start date	End date	Progress (Percentage)	Remarks
Case study selection	April 2024	June 2024	90	A criterion was defined for the selection of case studies, and a call for proposals was sent to the members of the working group in April 2024. Proposals are currently under review, and the selection of case studies will be finalized and announced by the end of July 2024.
Case studies and consultations	April 2024	June 2025	10	Consultations are under way as part of the case study selection process.
Literature review	April 2024	June 2025	10	The literature review began with the preparation of the annotated index.
Contributions of experts	April 2024	June 2025	0	
Completion of case studies and manual	April 2025	September 2025	0	
Dissemination workshop	July 2025	September 2025	0	

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

### (a) Executive summary

### (b) Glossary

### (c) Introduction

The introduction will emphasize the importance of administrative data systems in the production of statistics on children and adolescents in the current and respective contexts of the countries of the region, and of defining the role of national statistical offices within this context.

The manual will comprise a collection of case studies that highlight best practices, promote new and ongoing analytical initiatives, and demonstrate the implementation of the recommendations of the administrative data readiness assessment conducted in the 2022–2023 biennium.

Points of connection and divergence between the production of statistics on children and adolescents and of other statistics will be introduced, as will the idea that administrative data serve both statistical infrastructure and analytical needs.

### (d) Chapter I: Background and context

The objectives of this chapter are as follows:

- Describe the background and context of the production and use of administrative data for statistics on children and adolescents, including cross-sectoral linkages and integration. This chapter will not provide exhaustive details on existing models and frameworks; rather, it will offer a meaningful backdrop for the generation of administrative data for statistical purposes related to children and adolescents, focusing on linkages and integration.
- Provide background on possible models (e.g. record-based systems, linked analytical file systems, one-to-one linked data sets) and emphasize that these models account for the uniqueness of data related to children and adolescents.



- Provide background on relevant frameworks, including GSBPM, developed by the Economic Commission for Europe, Eurostat and the Organisation for Economic Co-operation and Development (OECD); the Generic Statistical Record Production Process Model of Uruguay's national statistical institution; Statistics Canada's Record Linkage Project Process Model; and the Administrative Data Maturity Model and Responsible Data for Children, developed by UNICEF.
- Briefly describe possible applications of administrative data (e.g. linkage with surveys, small area estimation).
- Discuss similarities and differences between statistics on children and adolescents and other statistics produced by national statistical offices, including the responsible use of data and methodological approaches. This will build on the conceptual framework for a mature statistical system that includes integrated administrative data on children.

**(e) Chapter II: Linked administrative data and Sustainable Development Goal indicators related to children and adolescents**

The objectives of this chapter are as follows:

- Discuss approaches to both measuring and improving SDG reporting using administrative data (e.g. through further disaggregation). This discussion may include content from the Statistical Coordination Group for the 2030 Agenda in Latin America and the Caribbean.
- Identify data sources for the production of each SDG indicator related to children and adolescents.
- Discuss the importance of strengthening administrative data systems along the entire data value chain, from data capture to the dissemination of statistical products. This discussion will highlight the guidance offered by the Administrative Data Maturity Model designed by UNICEF.

**Case studies from countries in the region.** A series of case studies from countries in the region will be presented throughout the chapter, with specific examples of challenges and successes in SDG indicator reporting related to the use of administrative data. Case studies will be selected on the basis of the case study proposal scoring criteria developed by the technical secretariat and the coordinating countries of the working group.

**(f) Chapter III: Project design and implementation guide**

The objective of this chapter is to discuss, in practical terms, the technical and non-technical aspects of the various considerations and requirements related to the implementation of an administrative data analysis project or programme. Considerations for analysts, data custodians, information technology staff, decision makers and other stakeholders will be included. Possible topics are set out below.

- Technical environment (e.g. processing power, data storage, software)
- Legal and regulatory requirements (e.g. data exchange)
- Research environment (e.g. employee skills, data security, data architecture)
- Linkage feasibility (e.g. availability and quality of identifiers)

- Analytical feasibility (e.g. definition of cohorts and variables)
- Record linkage and data integration methods
- Development of analytical plans
- Asset management and preservation
- Dissemination strategy

**Case studies from countries in the region.** A series of technical case studies from countries in the region will be presented throughout the chapter and will be selected on the basis of the case study proposal scoring criteria developed by the technical secretariat and the coordinating countries of the working group. This section will also include the technical processes applied in the case studies to support the implementation of the administrative data availability assessment, as appropriate.

**(g) Conclusion**

**(h) Annex 1: Proposal form for case study selection**

## VII. TOOLS FOR MAINSTREAMING THE GENDER PERSPECTIVE IN STATISTICAL PRODUCTION PROCESSES

### 1. Coordinating country

Mexico: National Institute of Statistics and Geography (INEGI)

### 2. Technical secretariats

United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women)

Division for Gender Affairs

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Apply the guidelines for mainstreaming the gender perspective to the phases of the statistical process by documenting good practices, measures, strategies and cases implemented by national statistical offices and institutions producing and using statistics in the region, through an online interactive toolkit, with documents, visual content and testimonies.

#### (b) Specific objectives

- (i) Compile experiences, examples and good practices in the region of gender mainstreaming and intersectionality in statistical production.
- (ii) Roll out a set of interactive tools that will enable the countries of the region to make optimal use of data on gender mainstreaming in statistical production.
- (iii) Strengthen the directions and guidance in the *Guidelines for mainstreaming the gender perspective in statistical production*.

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Endorsement of the focal points of member countries of the working group	September 2023	October 2023	100	
Compilation of successful experiences and good practices identified in the <i>Guidelines for mainstreaming the gender perspective in statistical production</i>	October 2023	December 2023	100	

<b>Activity</b>	<b>Start date</b>	<b>End date</b>	<b>Progress (Percentage)</b>	<b>Remarks</b>
Formation of the working group and preparation of the combined proposal on the components and structure of the toolkit	January 2024	March 2024	100	Working group has been formed and work has started on the proposal for the content of the toolkit. The working group decided to hold monthly consultations on the integration of good practices by phase, in order to comment on and discuss the tools.
New consultation to be conducted, to identify other good practices for mainstreaming the gender perspective in statistical production processes in the countries of the region	February 2024	May 2024	50	The working group decided to hold 10 virtual meetings to carry out the consultations. Data on good practices with respect to each phase of the guidelines will be collected over a one-month period. The information is compiled in a shared resource and reviewed at the next meeting. Up to July 2024, information had been collected on three of the eight phases (specification of needs, design and construction).
Progress on the design and development of the digital platform or portal for the toolkit	May 2024	July 2024	0	Preparation of the proposal on content for the interactive version, with a compilation of the practices identified in the guidelines and in the consultation.
Consultation with the member countries of the Statistical Conference of the Americas on the draft toolkit	August 2024	September 2024	0	Gathering of comments and opinions on the design and structure of the toolkit.
Incorporation of comments	October 2024	November 2024	0	Modifications suggested as a result of the consultation.
Revisions to development of the proposed toolkit and the interactive online version	December 2024	January 2025	0	Interactive version of the revised output.
Creation and launch of the toolkit online	February 2025	May 2025	0	Interactive version of the toolkit.
Deployment of the toolkit in the website's test environment	June 2025	July 2025	0	Endorsement of the portal for expansion.
Availability of the interactive toolkit online for national statistical offices of the region and other institutions and organizations that produce information	August 2025	August 2025	0	Release of the toolkit.

## **5. Description of the output**

Below is a description of the content of the document being prepared by the working group.

This online tool will bring together updated resources for each phase of the statistical process to facilitate the incorporation of the gender perspective into the work of the entities producing official statistics.

### **(a) Objectives**

Apply the guidelines for mainstreaming the gender perspective to the phases of the statistical process by documenting good practices, measures, strategies and cases implemented by national statistical offices and institutions producing and using statistics in the region, through an online interactive toolkit, with documents, visual content and testimonies.

The aim is to make resources and good practices available to producers and users of gender statistics, with a view to facilitating the production and use of these statistics to guide public policies on equality.

### **(b) Content**

The toolkit will include updated resources for each phase of the statistical process, including those set out below.

- Conceptual and regulatory documents
- Methodologies
- Sets of indicators
- Forms
- Dissemination products
- Videos
- Specialized websites

The toolkit will create a virtual space that the working group members and expert consultants will progressively enhance.

### **(c) Timeline**

2024: Compilation of tools.

2025: Upload of the toolkit to the website and redesign of the website for a more modern look and with an updated technological platform.

### **(d) Toolkit website structure**

The website will feature tiles representing each phase of the statistical process as well as the conceptual and regulatory frameworks (see diagram 1).

Diagram 1  
Example of the website structure



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

### (e) Conceptual framework

Different tiles will represent the main aspects of gender mainstreaming in statistics that are included in the guidelines, such as gender, gender equality, gender mainstreaming, gender inequalities and gender statistics, as well as a glossary that users can consult by clicking on each term.

This section will also include information on the various thematic structures for the production of gender statistics: framework of autonomy (economic, physical and decision-making); framework of economic, sociocultural, civil and political, and sexual and reproductive rights; right to a life free of violence and discrimination; collective and environmental rights; and the structural challenges to the achievement of gender equality identified in the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030.

### (f) Regulatory framework

This section will include graphic resources with timelines of the main international and regional regulatory instruments on gender equality and, most notably, a dynamic visual resource that synthesizes the milestones in regional agreements on gender statistics.

As mentioned, tiles will be included for each phase of the statistical process, which will have a list of the main guidelines for mainstreaming the gender perspective included in the guidelines, which would (ideally) guide annual planning for the gender institutions created within the national statistical offices, and inform the offices' annual plans.

Resources specific to the phase (and subphases) will be made available, including guides, manuals and protocols of the countries of the region for gender mainstreaming in statistics, examples of instruments, sets of indicators and dissemination products.

### (g) Phase 1: Specification of needs

Links to documents and websites:

- Main documents that provide substantive conceptual definitions of gender.
- Gender glossaries.

- Agreements under the Regional Gender Agenda (selection of the most relevant).
- Gender Equality Observatory for Latin America and the Caribbean.
- Link to gender information systems and specific observatories in the countries of the region on the gender issues in that are systematized in the guidelines.
- SDG indicators.
- Minimum set of gender indicators (Statistics Division of the United Nations).
- Quality assessment tool for administrative records (INEGI of Mexico).

**(h) Phase 2: Design**

Links to documents and websites:

- Examples of survey methodology documents on sensitive topics (gender-based violence, sexual orientation and gender identity, gender equality and HIV).
- Examples of compiled ethical and safety protocols.

**(i) Phase 3: Construction**

Links to documents and websites:

- Examples of forms used by national statistical offices to address gender issues, machineries for the advancement of women, and social and academic organizations in the countries of the region focused on issues of gender equality.
- Methodological documents on the design and evaluation of the use of digital data collection instruments and forms, among others.
- Manuals and teaching materials developed in the region or recommended by international organizations and prepared by national statistical offices or other institutions of the national statistical system.

**(j) Phase 4: Collection**

Links to documents and websites:

- Manuals on gender issues that countries have prepared for use by field teams, supervisors and interviewers.
- Documents with international recommendations on identifying persons or specific profiles suited to the collection of data on each topic.

**(k) Phase 5: Processing**

Links to documents and websites:

- Documents with international, regional or national classifications for gender-related issues, for example time use classifications and the *Methodological guide on time use measurements in Latin America and the Caribbean*.<sup>1</sup>

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<sup>1</sup> LC/CEA.11/17.

**(l) Phase 6: Analysis**

Links to documents and websites:

- Examples of reports of findings, newsletters, infographics, websites and interactive data presentation tools.

**(m) Phase 7: Dissemination**

Links to documents and websites:

- International, regional and national guidelines on dissemination products.
- Manuals, guides and websites with recommendations on the use of inclusive language in statistical production.

**(n) Phase 8: Evaluation**

Links to documents and websites:

- International standards on gender statistics.
- Frameworks and implementation guides for evaluating data and statistical capacities for improved gender statistics.<sup>2</sup>
- Academic research on gender.

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<sup>2</sup> See, for example, PARIS21, *Assessing Data and Statistical Capacity Gaps for Better Gender Statistics: Framework and Implementation Guidelines*, 2020 and National Institute of Statistics (INE) of Paraguay, *Evaluación de brechas de datos y capacidades para mejores estadísticas de género. Paraguay, 2021. Informe*, 2021.



## VIII. GUIDELINES FOR DEVELOPMENT OF AN INTEGRATED SYSTEM OF WELL-BEING INDICATORS

### 1. Coordinating country

Argentina: National Institute of Statistics and Censuses (INDEC)

### 2. Technical Secretariat

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Prepare regional guidelines for construction of integrated systems of well-being indicators, enabling the combination of different types of data sources in the countries of Latin America and the Caribbean, as part of a multidimensional approach.

#### (b) Specific objectives

- (i) Develop a definition of well-being for Latin America and the Caribbean, using the study *How's Life in Latin America?: Measuring Well-being for Policy Making* as a reference.
- (ii) Analyse the sources of data (censuses, surveys and administrative records) available in the countries of the region for measuring well-being, considering the progress made by the working groups of the Statistical Conference of the Americas.
- (iii) Select a minimum set of standardized indicators that are aligned with the prepared definition of well-being and that allow each country to incorporate its particularities.
- (iv) Systematize guidelines for reading the system of well-being indicators.

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Discussion on definitions of the dimensions of well-being and development of a shared glossary	January 2024	March 2024	90	Glossary pending
Analysis of the literature and statistical background in the region	April 2024	May 2024	100	
Preparation and dissemination of a diagnostic survey and systematization of results	February 2024	March 2024	100	
Sharing of content and criteria for selecting indicators and establishing the scope of the "Material conditions" pillar	May 2024	August 2024	66	Work was done on the "Housing" and "Employment" pillars
Preparation of an annotated index	June 2024	June 2024	100	
Progress update presentation	August 2024	August 2024	0	

Activity	Start date	End date	Progress (Percentage)	Remarks
Sharing of content and criteria for selecting indicators and establishing the scope of the “Quality of life” pillar	September 2024	March 2025	0	
Second progress update on preparation of output	March 2025	March 2025	0	
Sharing of content and criteria for selecting indicators and establishing the scope of the “Sustainability” pillar	March 2025	June 2025	0	
Introduction of summarization and synthetic measures to assess changes to dimensions and indicators	July 2025	August 2025	0	
Discussion on guidelines for reading the indicators	August 2025	September 2025	0	
Preparation of the final document through a collaborative process	April 2025	October 2025	0	

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

### (a) Introduction

#### (i) *Context and rationale*

This subsection will set out the reasons for the establishment of the working group to propose guidelines for development of an integrated system of well-being indicators in Latin America and the Caribbean in the framework of Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean. The approach to the issue will focus on the specific circumstances of the region.

#### (ii) *Objectives and planned activities*

List the group’s objectives and how the activities proposed will enable their achievement.

#### (iii) *Expected results*

Establish theoretical and methodological guidelines for the operationalization and measurement of well-being in participating countries.

### (b) Definition of well-being

Introduction to the conceptual approach, criteria and concepts underpinning the work and review of the theoretical focus proposed by Amartya Sen<sup>1</sup> and the approach to skills and their operationalization.

### (c) Precedents with regard to measurement: OECD and ECLAC

This section will provide an overview of international and regional precedents in the development of systems of well-being indicators, comparing the strengths and complementarity of the systems assessed.

<sup>1</sup> A. Sen, “Capability and well-being”, *The Quality of Life*, M. Nussbaum and A. Sen (eds.), Oxford: Clarendon Press, 1993.

**(d) How should well-being be measured in Latin America and the Caribbean?**

- The temporality of well-being: present and future.
- The need for a multidimensional approach; pillars and dimensions.
- Different ways of addressing and analysing indicators. Averages, deprivation, risks, flows, existence and resilience.
- Comparison of population groups: horizontal and vertical inequalities.
- Need to summarize data. Evaluation of patterns (t-test, percentage spread and median absolute deviation) and summary measures (measures of central tendency, position, dispersion and form).
- Scope of and limits to the measurement of well-being in Latin America and the Caribbean.

**(e) Definition of current well-being and its main components**

- Material conditions. Definition. Presentation of constituent dimensions: housing, income and employment. Guidelines for selection of indicators for each dimension. Presentation of indicator tables proposed by countries.
- Quality of life. Definition. Presentation of constituent dimensions. Guidelines for selection of indicators for each dimension.
- Subjective well-being. Definition. Issues in the measurement of subjective well-being in the region. Need to include measurement of subjective well-being in public statistics. Proposed indicators. Available sources in the region.
- Presentation of sources available in the region to address current well-being.

**(f) Future well-being. Definition of future well-being and sustainability; approaches to types of capital in the measurement of sustainability and future well-being**

- Human capital. Definition, measurement methodologies, available indicators and indicator selection guidelines.
- Social capital. Definition, measurement methodologies, available indicators and indicator selection guidelines.
- Economic capital. Definition, measurement methodologies, available indicators and indicator selection guidelines.
- Natural capital. Definition, measurement methodologies, available indicators and indicator selection guidelines.
- Presentation of sources available to address future well-being in the region.

**(g) Proposal for regional integrated well-being systems**

Guidelines for the selection of a minimum standardized set of indicators for measuring well-being in each country. Specific circumstances in the countries of the region. Reflections on the inclusion of indicators specific to each country's realities.

**(h) Guidelines for reading the system of well-being indicators**

- Platforms, libraries and resources for viewing the indicators.
- Recommendations and good practices. The advantages of working with open-source platforms to foster collaborative practices among participating countries.
- Types of graphics by level of variable measurement and approach to analysis. Reading indicators, change across time and synthetic measurements.

**(i) Recommendations, challenges and proposals for implementation**

This section will present the main findings from the selection of dimensions and indicators in participating countries and the recommendations and conclusions of the working group.

It will provide an overview of the main barriers to the development and implementation of integrated systems of well-being indicators in the countries of the region, and offer proposals for other working groups and the future work of the Statistical Conference of the Americas of ECLAC.

## **IX. PRACTICAL GUIDE FOR PRODUCTION OF HARMONIZED STATISTICS ON FORCED DISPLACEMENT AND MIGRATION**

### **1. Coordinating country**

Honduras: National Institute of Statistics (INE)

### **2. Technical secretariats**

Office of the United Nations High Commissioner for Refugees (UNHCR)

International Organization for Migration (IOM)

Latin American and Caribbean Demographic Centre (CELADE)-Population Division of ECLAC

Statistics Division of ECLAC

### **3. Objectives**

#### **(a) General objective**

Strengthen the capacities of national statistical offices in Latin America and the Caribbean to adopt and implement the recommendations of the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics as a complement to the existing framework for statistics on migration, internal mobility and transit.

#### **(b) Specific objectives**

- (i) Build specialized expertise in national statistical offices and improve inter-agency coordination for the production of statistics on internally displaced persons, refugees and stateless persons, on the basis of international recommendations and frameworks.
- (ii) Prepare an assessment for Latin America and the Caribbean on the availability of data sources and on statistical capacities for the implementation of the Expert Group's recommendations, to complement the existing framework for migration, internal mobility and transit statistics.
- (iii) Prepare a guide that includes good practices and operating guidelines for Latin America and the Caribbean for the implementation of the International Recommendations on Internally Displaced Persons Statistics, the International Recommendations on Refugee Statistics and the International Recommendations on Statelessness Statistics.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Preparation of a document that systematizes and compares the existing international recommendations and instruments on migration and internally displaced persons, refugees and stateless persons	January 2024	May 2024	0	Not started. A consultant hired by UNHCR has been assisting in coordinating this activity since July.
Creation and use of a data-gathering tool for national statistical offices to obtain detailed information on the processes carried out to implement recommendations and other practices relating to the production of statistics on internally displaced persons, refugees and stateless persons, which would complement the progress made in statistics on internal migration and transit	June 2024	November 2024	2	The working group met with the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics and it was determined that the study would be conducted concurrently with the Global Annual Inclusion Survey led by the Group and national statistical offices worldwide. Data collection in coordination with the region's national statistical offices is projected to begin in September 2024.
Assessment of the practices of national statistical offices in the region relating to processes developed for the production of statistics on internally displaced persons, refugees and stateless persons, to complement the progress made in statistics on internal migration and transit	November 2024	March 2025	0	A consultant hired by UNHCR has been providing technical support in coordinating this activity since July. Once data-gathering is complete (see previous activity), the study will proceed.
Development of a guide of good practices and operating guidelines for the implementation in the region of the recommendations of the Expert Group, to complement the statistical framework for migration and the use of information sources in the region (censuses, administrative records and surveys)	March 2025	July 2025	5	In June 2024, as part of the first deliverable, the annotated index of the practical guide for production of harmonized statistics on forced displacement and migration was presented to the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean. Beginning in August 2024, it is expected that subgroups will be established to coordinate the preparation of the guide, which will be based on the annotated index presented to the Conference in June. A consultant hired by UNHCR has been assisting in coordinating this activity since July.
Consultations and validation of the guide	July 2025	September 2025	0	Begins in 2025
Hybrid seminars (online and in-person) to support the adoption and implementation of the Expert Group's recommendations	July 2025	September 2025	0	Begins in 2025

## 5. **Annotated index of document**

Below is a description of the content of the document being prepared by the working group.

The document will be a guide to good practices and operating guidelines for regional implementation of the recommendations of the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics, to complement the statistical framework for migration and the information sources used in the region (censuses, administrative records and surveys).

### (a) **Introduction and acknowledgments**

- Use of the guide and target audience.
- Authors, acknowledgment of participants and donors, copyright.
- Process for the development of the guide and working group activities leading to its preparation (compiled document comparing reference frameworks, regional assessment, systematization of best practices, and consultation and approval processes).

### (b) **Background**

- Migration, forced displacement, sanctuary and statelessness in Latin America and the Caribbean.
- Uneven scenarios in the region: countries that recognize the phenomenon of forced displacement, establish regulations and generate data compared with those that do not.
- Process for the establishment of the group, including the prior work on migration statistics of the Statistical Conference of the Americas of ECLAC and the background of the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics in Central America in coordination with the Central American Statistical Commission of the Central American Integration System (CENTROESTAD).
- Introduction to institutional and regulatory frameworks, as well as international recommendations on migration, internal forced displacement, sanctuary and statelessness.
- Introduction to the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics in Latin America and the Caribbean.

### (c) **Definitions (glossary)**

- Glossary of conceptual, technical and statistical definitions, including sources, in the case of definitions sourced from international standards.
- Some definitions will require adaptation to the Latin American and Caribbean context.
- Definitions to include: internally displaced person, migrant, refugee, stateless person, return, relocation, resettlement, emigration, immigration, temporary migration, flow, stock, human mobility, population in transit, official statistics,<sup>1</sup> operational data, administrative records,

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<sup>1</sup> Since official statistics include data produced by the national statistical system from different sources, the source must be identified, distinguishing between statistical research (censuses, household surveys and specialized surveys) and administrative records (border control, asylum seeker and refugee records, residence permit, tax and social security records, medical records, and education, school and housing records, among others), as well as non-traditional data sources.

specialized surveys, usual place of residence, generalized violence, citizen insecurity, gender-based violence, armed conflict, disasters, intraregional migration, extraregional migration, inter-agency cooperation, statistical cooperation and protection systems, among others.

**(d) Inclusion of forcibly displaced persons, refugees and stateless persons in official statistics**

- Operating guidelines for regional implementation of the recommendations of the Expert Group on Refugee, Internally Displaced Persons and Statelessness Statistics, to complement the existing statistical framework for migration and the information sources used in the region.
- This section will include case studies of countries' good practices, whether related to methodologies or inter-agency coordination for the strengthening of national statistical systems, including knowledge transfer, complementarity and cooperation among statistical authorities whose competency includes forced displacement and migration, and national, regional and international cooperation partners.

*(i) Migration and forced displacement typologies in the region*

- Case studies, by country typology, on recognition of forced displacement (in all its forms), legal frameworks, institutional capacity, available resources and data, information systems (of government and humanitarian stakeholders), data quality and methodologies, among other topics, in the production of statistics on migration, forced displacement, sanctuary and statelessness.
- The case studies will orient the implementation of the guidelines in this chapter.

*(ii) Guidelines for national surveys*

- Technical guidelines for the inclusion of questions, in regular or specialized national surveys, to identify these populations.
- Comparison of experiences with using surveys to identify the migrant population.
- Considerations related to defining sampling frames through surveys.
- Guidelines for defining representative samples for these populations.
- Considerations related to capturing data on internally displaced persons, refugees and stateless persons in field procedures (exploratory studies and strategies to reduce refusal and increase response rates, both prior to and during fieldwork).
- Lessons learned on the production of international migration statistics that can be extrapolated to internally displaced persons, refugees and stateless persons.

*(iii) Administrative records*

- Technical guidelines for the use of administrative records to produce statistics on internally displaced persons, refugees and stateless persons.
- Considerations related to assessing the quality of administrative records disaggregated by internal forced displacement, sanctuary and statelessness, the possible causes of these phenomena and other variables of interest, for use in national statistical systems.
- Considerations related to interoperability and using administrative record geoportals to identify these populations.



*(iv) Censuses*

- Technical guidelines for the inclusion of questions to identify displaced persons, refugees and stateless persons in census rounds or censuses.
- Updating of the stock of internally displaced persons, refugees and stateless persons using census baselines.

*(v) Integration of forced displacement, refugee and statelessness statistics into migration and SDG statistics*

- Guidelines for the integration of forced displacement, refugee and statelessness statistics in national statistical offices' migration statistics workplans.
- Considerations related to roles and synergies with other sectors that can disaggregate key statistics on forced displacement, sanctuary and statelessness.
- Inclusion of displaced persons, refugees and stateless persons in the reporting for sustainable development indicators and global reports on internal displacement (such as the Global Resource Information Database of the Internal Displacement Monitoring Centre).

**(e) Use of data from non-State stakeholders and other sources**

- Recommendations on the use of non-State sources, such as operational data from humanitarian or private stakeholders, in the production of official statistics (for example, to define sampling frames).
- Good practices in the complementary use of data from non-State actors or media monitoring mechanisms.

**(f) Inter-agency coordination**

- Considerations related to inter-agency coordination for the production of statistics on migration, forced displacement, sanctuary and statelessness.
- Horizontal coordination across governmental institutions at the national level to place the issue on the national agenda and identify data needs.
- Coordination with regional platforms for harmonization of statistics.
- Coordination with international and private organizations in cases where they are the main source of data.
- Statistical coordination within national statistical systems, for example.

**(g) Use of national statistical systems to evaluate long-term solutions for internally displaced persons**

- Guidelines for the production of official statistics on long-term solutions (understood as measures taken by States to ensure sustainable return, local integration, and relocation or resettlement of displaced persons), including integration with other social and economic statistics.
- Considerations related to the use of different data sources to evaluate criteria for long-term solutions.

- Guidelines for the aggregation of national survey results to measure progress towards long-term solutions (pending: definition of the scope of this document as compared with the methodological guidelines for measuring outflows of internally displaced persons for statistical purposes).
- Lessons learned on types of analysis for migrant populations that can be extrapolated to internally displaced persons, including intensity and trend analyses (stock, flows and long-term solutions).

**(h) Communication and dissemination strategies**

- Guidelines for dissemination in various formats and for maximizing the use of statistics on the topic, to ensure a positive contribution to the discourse and narrative.
- Linkage with national development policies and coordination between data users and producers.
- Considerations related to the use of statistics in public discussions about these populations.
- Communication strategies for gathering information on displaced persons, refugees or stateless persons who are underrepresented in surveys or refuse to participate in surveys or censuses because they lack trust in the processes or because of fear or lack of knowledge.

**(i) Recommendations**

- Final recommendations for capacity-building in national statistical systems to strengthen the production of official statistics on forced displacement, sanctuary and statelessness.
- Regional workplan for capacity-building, exchanging experiences and peer cooperation.
- Guidance on steps for progress in the production of statistics on internally displaced persons, refugees and stateless persons in migration statistics.
- Financing plan and budgets.

**(j) Annex 1: Regional and international frameworks**

- Comparative analysis of existing international recommendations and instruments on migration, internal displacement, sanctuary and stateless persons (activity 1 of the group's workplan).
- Identification of international frameworks for the protection of relevant data.

**(k) Annex 2: Regional assessment**

- Assessment of practices of the statistical authorities and governments of the Latin American and Caribbean region relating to processes for the production of official statistics on internally displaced persons, refugees and stateless persons, which would complement the progress made in international, internal and transit migration statistics (activity 3 of the workplan).
- Description of the assessment tool (activity 2 of the workplan).
- Systematization of good practices.

## **X. ANALYSIS OF MEASUREMENT OF DEPENDENT CONTRACTORS AND THE INFORMAL ECONOMY**

### **1. Coordinating countries**

Chile: National Institute of Statistics (INE)

Mexico: National Institute of Statistics and Geography (INEGI)

### **2. Technical secretariats**

International Labour Organization (ILO)

Statistics Division of ECLAC

### **3. Objectives**

#### **(a) General objective**

Document progress in the measurement of dependent contractors and the informal economy and its impact in the region.

#### **(b) Specific objectives**

- (i) Document progress in the conceptual and methodological harmonization of labour statistics on dependent contractors within the framework of the ILO international standards adopted by the twentieth International Conference of Labour Statisticians (2018) relating to statistics on work relationships and in particular on dependent contractors.
- (ii) Study and document the effects on the labour informality indicators published by the countries of the region when they incorporate the new recommendations on informal economy statistics to be adopted by the twenty-first International Conference of Labour Statisticians (2023).
- (iii) Document, by holding online workshops, good practices in the region with regard to new dimensions of analysis or emerging labour statistics issues that have been prioritized, and labour migration, telework, remote work and digital platform statistics.
- (iv) Provide opportunities to disseminate the working group's progress, through virtual meetings, regional workshops and other activities.
- (v) Contribute to gender equality by identifying the impact of statistical standards for work relationships and labour informality on the analysis of gender gaps in the labour market.
- (vi) Prepare a technical document compiling regional progress in the measurement of dependent contractors and the impact of the twenty-first International Conference of Labour Statisticians on labour informality indicators, as a reference for countries.

#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks	
<b>Activity 1: Establishment of the working group</b>					
Establish the working group	Activity 1.1: Endorsement of the focal points of member countries of the working group	January 2024	February 2024	100	Countries' participation will be confirmed via an informative email. This will be used as an opportunity to update focal points and contact information.
<b>Activity 2: Follow-up of the adoption of the recommendations of the twentieth International Conference of Labour Statisticians in the measurement of the 2018 International Classification of Status in Employment (ICSE-18) in Latin American and Caribbean countries</b>					
Advance in the adoption of the latest recommendations for statistics on work relationships, in particular in the identification of dependent contractors	Activity 2.1: Preparation of a regional consultation	Junio 2024	July 2024	40	The main focus will be on specific examples of strategies used to identify dependent contractors.
	Activity 2.2: A regional consultation among member countries	August 2024	September 2024	0	Countries will have one month to complete the questionnaire.
	Activity 2.3: Preparation of a regional assessment document	October 2024	November 2024	0	The coordinating country in charge of activity 2.1 will prepare the document.
	Activity 2.4: Dissemination of the regional assessment document through an online workshop	November 2024	December 2024	0	All member countries will participate and the workshop will be recorded and later uploaded to the Knowledge Transfer Network repository.
<b>Activity 3: Impact of the twenty-first International Conference of Labour Statisticians on the measurement of labour informality in Latin American and Caribbean countries</b>					
Study and document its impact on the labour informality indicators published by countries, incorporating future recommendations on informal economy statistics	Activity 3.1: Preparation of a regional consultation	January 2025	February 2025	0	Preparation of the guide on documenting the impact of the twenty-first International Conference of Labour Statisticians.
	Activity 3.2: A regional consultation among member countries	March 2025	April 2025	0	Countries will have one month to complete the guide and will have time to resolve specific doubts.
	Activity 3.3: Preparation of a regional assessment document	May 2025	July 2025	0	The coordinating country will include the regional assessment document with the results of the consultation of member countries.
	Activity 3.4: Dissemination of the regional assessment document through an online workshop	August 2025	September 2025	0	The coordinating country will present a general report on the assessment results and two or three countries will be selected to share their experience.
<b>Activity 4: Good practices in the measurement of new dimensions of analysis</b>					
Document countries' good practices in the measurement of statistics on labour migration, telework or remote work and digital platforms, through regional online workshops	Activity 4.1: Online workshop on labour migration statistics	April 2024	April 2024	100	All member countries will participate in the workshops, which will be recorded and later uploaded to the Knowledge Transfer Network repository.
	Activity 4.2: Online workshop on telework or remote work statistics	August 2024	August 2024	0	Documents will be prepared by one of the countries coordinating the workshop and will be incorporated into the technical document to be prepared for the biennium.
	Activity 4.3: Online workshop on digital platforms	April 2025	April 2025	0	

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

### (a) Presentation

Brief overview of the role of the working group and the objective for the 2024–2025 biennium.

The countries that participated in the project will be listed.

### (b) Introduction

Introduction to the main topics of each chapter of the document.

The objective of chapter II is to present the concrete progress made by the countries of the region in identifying the new labour category of dependent contractors, in the context of implementing the recommendations on labour relations statistics adopted by the twentieth International Conference of Labour Statisticians.

The objective of chapter III is to document the impact of the resolution concerning statistics on the informal economy, adopted by the twenty-first International Conference of Labour Statisticians, on the labour informality statistics of the countries participating in this project, on the basis of a review of the framework for measuring the informal economy and an analysis of countries' situation with respect to the adoption of the latest international standards on the subject.

### (c) Measurement of dependent contractors

This chapter will provide an overview of the new ILO recommendations for statistics on work relationships and their implementation process in the countries of the region, in particular the challenge of identifying dependent contractors.

#### (i) *Country experiences in the identification of dependent contractors*

A regional consultation will be held to ascertain countries' current status with respect to the implementation of the latest ILO recommendations and how they have addressed the identification of dependent contractors.

- Baseline or current status of the countries in the region
- Main aspects of the process for the adoption of the International Classification of Status in Employment and the identification of dependent contractors

#### (ii) *Good practices in the identification of dependent contractors*

Using the regional consultation as a baseline, countries will be asked to describe their experiences in the identification of dependent contractors, emphasizing the pros and cons of using surveys.

- Country 1
- Country 2
- Country 3

(iii) *Sharing experiences in identifying dependent contractors*

Given the regional diversity in statistical data collection contexts and capacities, a virtual workshop will be held to share experiences.

- Main topics addressed in the workshop
- Conclusions

(iv) *Challenges in the harmonization of statistics on work relationships*

It is hoped that an overview of the current situation in the region will help to guide and support countries at different stages of development. Topics addressed will include challenges in identifying dependent contractors, critical obstacles and the dissemination of the new International Classification of Status in Employment.

- Implementation of international recommendations
- Critical obstacles for the identification of dependent contractors
- Dissemination of the new International Classification of Status in Employment

**(d) Impact of the twenty-first International Conference of Labour Statisticians on labour informality statistics**

The objective of this chapter is to document the impact of the resolution concerning statistics on the informal economy adopted by the twenty-first International Conference of Labour Statisticians on the labour informality statistics of the countries participating in this project.

The analysis will be conducted through a review of the resolution concerning statistics on the informal economy and through consultation with participating countries. Consultations will be held in January and February 2025, on the basis of a manual developed by participating countries with a view to identifying gaps, progress and challenges in the implementation of the latest international standards on the subject.

(i) *Measurement framework for informal economy statistics*

This section will present a summary of the measurement framework for informal economy statistics adopted by the twenty-first International Conference of Labour Statisticians, focusing on the measurement of informal employment. The concepts to be addressed include informal productive activities, informal economy and informal market economy, and the definitions of formal sector, informal sector, household community sector, informal employment and employment in the informal sector.

(ii) *Impact of the resolution concerning statistics on the informal economy adopted by the twenty-first International Conference of Labour Statisticians*

The objective of this section is to provide a broad analysis of the impact of the adoption of the resolution concerning statistics on the informal economy by the twenty-first ICLS on the labour informality statistics of the countries participating in the project.

The section will begin with an analysis of the harmonization gaps that countries must address in the adoption of the new concepts, terms and definitions on informality statistics, based on the current status of their labour informality measurement frameworks.

Next, it will examine the changes entailed by the implementation of that resolution to the information-gathering instruments used to measure informal employment.

Third, its effect on the main labour indicators will be addressed, using as a benchmark the indicators that are proposed to be periodically generated. Two approaches will be used to analyse this point: in the first, current data production on the topic will be compared in participating countries; in the second—for countries that have measurements aligned with the resolution of the twenty-first International Conference of Labour Statisticians—its impact on the main labour indicators will be gauged.

(iii) *Identification of good practices in the implementation of the resolution concerning statistics on the informal economy*

This section aims to compile the experiences of selected countries from among those that have advanced furthest in implementing the resolution concerning statistics on the informal economy, bearing in mind its recent adoption by ILO, in 2023.

(iv) *Sharing of experiences on challenges and progress in the implementation of the resolution concerning statistics on the informal economy*

A virtual workshop will be organized for countries to share challenges and experiences related to the implementation of the resolution concerning statistics on the informal economy, during which the report on the regional consultation will be presented along with the experiences of selected countries.

(v) *Challenges in the implementation of the resolution concerning statistics on the informal economy*

The regional consultation, national experiences and the virtual experience-sharing workshop will serve as the basis for identifying the main challenges faced by countries in implementing the latest international standards on labour informality statistics.

**(e) Good practices in the measurement of emerging issues in labour statistics**

The purpose of this chapter is to document the three virtual workshops that will be held during the biennium on emerging issues of particular relevance to the region in the measurement of labour statistics.

- (i) Status of statistics on labour migration
- (ii) Status of telecommuting, remote work or teleworking statistics
- (iii) Status of statistics on employment through digital platforms

## XI. RECOMMENDATIONS FOR STRENGTHENING OFFICIAL ENVIRONMENTAL STATISTICS SYSTEMS

### 1. Coordinating country

Costa Rica: National Institute of Statistics and Censuses (INEC)

### 2. Technical secretariats

United Nations Environment Programme (UNEP)

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Strengthen official environmental statistics systems, integrated into the national statistical systems of Latin American and Caribbean countries, through the preparation and dissemination of a document containing recommendations.

#### (b) Specific objectives

- (i) Contribute to updating the information on the status and governance of environmental statistics in the region.
- (ii) Identify countries' experiences in the implementation of good statistical practices to enhance the quality of environmental statistics.
- (iii) Recognize opportunities for collaboration to strengthen the capacities of national statistical offices in the generation, dissemination and systematization of statistics, indicators and environmental accounts, by sharing experiences and good statistical practices.

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Formalization of the working group	October 2023	March 2024	100	Country focal points were confirmed, and the proposed workplan and its components were presented. The first online meeting of the working group was held. The annotated index of the document was prepared. At the second meeting, Costa Rica was confirmed as the working group coordinator.
Consideration and analysis of the findings of the evaluation of the status and governance of environmental statistics, by the Environment and Climate Change Statistics Unit of the Statistics Division of ECLAC	January 2024	July 2024	100	At the second meeting, the Environment and Climate Change Statistics Unit of the Statistics Division of ECLAC delivered a presentation to the working group on the main outcomes of the survey on the status of statistics, indicators and environmental accounts and climate change in the countries of the region.



Activity	Start date	End date	Progress (Percentage)	Remarks
Collection and systematization of information and experiences relating to countries' good statistical practices to strengthen environmental statistics	August 2024	February 2025	0	To be developed according to the established schedule.
Compilation and systematization of collaboration opportunities for statistical capacity-building	March 2025	September 2025	0	To be developed according to the established schedule.
Regional and national meetings and workshops to exchange experiences relating to countries' good statistical practices and to learn about opportunities for bilateral collaboration to strengthen environmental statistics	August 2024	September 2025	0	To be developed according to the established schedule.
Preparation of a document containing recommendations for strengthening official environmental statistics systems, integrated into the national statistical systems of Latin American and Caribbean countries	January 2024	September 2025	25	The document structure was defined and the annotated index and first chapter were prepared. Country experiences were gathered for the topics analysed and their initial recommendations were collected.
Regional and national meetings and workshops to draw up recommendations for strengthening official environmental statistics systems, integrated into the national statistical systems of Latin American and Caribbean countries	January 2024	September 2025	38	Of a total of eight scheduled meetings of the working group, the first, second and third meetings were held on 12 March, 25 April and 8 July, respectively.

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

### (a) Summary

The document presents a summary of the main findings, recommendations and conclusions from countries' work to strengthen environmental statistics systems in Latin America and the Caribbean.

This section will contain:

- The document's objective regarding the need to strengthen official environmental statistics systems in the region. It will also underscore the importance of mainstreaming gender to ensure that these statistics fairly reflect gender-differentiated impacts and contributions.
- Description of the group's working methods, including the establishment of subgroups and the phased approach that has guided data collection, analysis and summarization of recommendations.
- The most significant findings of the project, highlighting the most important aspects of the analysis of the current status of environmental statistics, the experiences shared by countries and the cooperation opportunities explored.
- The main recommendations for environmental statistics governance and good statistical practices for the strengthening of environmental statistics, and for collaboration for capacity-building in the generation, dissemination and systematization of statistics, indicators and environmental accounts, as well as mainstreaming gender as a component of the development of fairer and more inclusive environmental policies.

- Reflection on the expected impact of the recommendations for strengthening the region's environmental statistical systems and promoting sustainable development, as well as effective gender mainstreaming in environmental statistical systems.

## **(b) Introduction**

The introduction of this document will describe the previously identified need to strongly integrate environmental statistics into national statistical frameworks and the need to mainstream gender as a cross-cutting theme in this process. It also describes the activities and commitments of the working group.

A brief review will also be provided of the work done in the past by working groups on environmental statistics of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean.

## **(c) Chapter I: Assessment**

This chapter will provide a summary of the regional assessment of environmental statistics in Latin America and the Caribbean, addressing both the institutional and legal framework and the organization and key stakeholders in this area, based on the results of the survey on the status of statistics, indicators and environmental accounts and climate change being conducted by the Environment and Climate Change Statistics Unit of the Statistics Division of ECLAC.

### *(i) Institutional and legal framework*

This section will examine the current institutional and legal framework that regulates and facilitates the collection and analysis of environmental statistics, focusing on how current policies mainstream gender and use sex-disaggregated data, among other variables, for the development of inclusive environmental policies. This section will thus provide an understanding of the structural and regulatory foundation that supports the region's environmental statistical systems and identify opportunities to move towards more inclusive and equitable structures.

### *(ii) Institutional organization and stakeholders*

This section will focus on how different institutions and stakeholders, including government institutions, academia, non-governmental organizations and the private sector, are part of national environmental statistics systems. It will identify and examine how cooperation and the specific roles of these stakeholders can strengthen environmental statistics systems and mainstream gender.

### *(iii) National environmental statistics plans*

This section will present the national environmental statistics plans and strategies implemented in some countries of the region. A particular focus of this analysis will be to understand how such plans factor in and are adapted to the different environmental realities and demands of each country, with the recognition of the variety of regional and local environmental challenges. Best practices will be identified and highlighted, especially those that have effectively integrated local and regional factors to ensure the relevance and functionality of environmental statistics in specific contexts.

### *(iv) Human resources for environmental statistics*

This section will present a comprehensive analysis of the institutional arrangements and coordination mechanisms for the generation of environmental statistics. This analysis includes different factors such as human, financial and technological resources, and inter-agency coordination.

**(d) Chapter II: Countries' experiences**

Chapter II will contain a compilation of the various experiences and methodologies of each country in the management and development of environmental statistics. This section will include a discussion of some aspects of the regional particularities of environmental statistics, presenting a collection of case studies to show the variety of approaches and challenges. The aim is to provide an overview of the methods adopted by each country to gather, analyse and disseminate environmental information, highlighting the synergies between environmental and social aspects, as well as the achievements and difficulties encountered in the process. There will be one section for each country participating in the working group: Bolivarian Republic of Venezuela, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, Guatemala, Honduras, Mexico, Panama, Paraguay and Peru.

To contribute effectively to this chapter, each country should provide a detailed narrative that includes the following aspects:

- Capacity-building: description of efforts to build or improve institutional and technical capacities for gathering and managing environmental statistics, emphasizing how these capacities have been adapted to address the specific needs of different groups and regions, and mainstream gender.
- Innovations and improvements: reporting on any methodological or technological innovations implemented to optimize the collection, analysis and dissemination of environmental data and the strengthening of environmental statistical systems.
- Challenges and solutions: identification of the main obstacles encountered in establishing or improving the environmental statistics system, together with the solutions or strategies adopted to overcome them.
- Lessons learned: description of the experience gained in the process and offer of advice for countries in similar circumstances.

Countries will also be encouraged to share knowledge and good practices.

**(e) Chapter III: Cooperation opportunities**

Chapter III will identify and examine opportunities for cooperation in strengthening official environmental statistics systems in Latin America and the Caribbean. It will focus on discovering potential synergies, establishing partnerships and developing mechanisms for collaboration between countries, institutional entities and other important stakeholders, all with the aim of improving the technical, methodological and operational capabilities of the region's environmental statistics systems.

*(i) The need to strengthen official environmental statistics systems*

This section will identify areas where official environmental statistics systems need strengthening. It will cover technical, methodological and operational aspects, focusing on critical areas requiring attention and improvement. The main gaps, capacity constraints and challenges that could benefit from cooperation and exchange between countries and organizations will be identified and described.

*(ii) Opportunities to strengthen official environmental statistics systems*

This section will suggest opportunities and initiatives for collaboration that take into account the diversity of contexts and specific regional demands. Existing cooperation partnerships will be explored, as

well as the potential for establishing new strategic partnerships aimed at enhancing the technical and methodological capabilities of environmental statistics systems.

**(f) Chapter IV: Final recommendations**

This chapter will present recommendations for strengthening official environmental statistics systems in Latin America and the Caribbean. These recommendations, which have emerged from the analysis conducted, experiences shared and cooperation opportunities identified in previous chapters, are aimed at comprehensively addressing the challenges of consolidating environmental statistics within national statistical systems. The objective is to provide practical, feasible recommendations that can be implemented at both the national and regional levels to optimize the collection, analysis and dissemination of environmental statistics.

The recommendations will be grouped into four main categories:

*(i) Governance recommendations*

This section will provide concrete recommendations for improving environmental statistics governance at both the national and the regional levels. These recommendations should be based on the assessment conducted in chapter I, focusing on strengthening institutional and legal frameworks, improving coordination between various entities and stakeholders, and ensuring effective implementation of policies and strategies for the management of environmental statistics.

*(ii) Recommendations on good statistical practices*

This section will set out countries' recommendations for strengthening environmental statistics on the basis of the experiences shared in chapter II. The recommendations will aim to encourage the adoption of methods that have proven to be effective and efficient, focusing on the adaptability of these practices to regional complexities.

*(iii) Recommendations for dissemination and use of environmental statistics*

This section will offer recommendations on the use of information by governments and the general public, so that environmental information can actually be leveraged in government policies and programmes.

*(iv) Recommendations for capacity-building in national statistical offices*

This section will be based on the discussions and conclusions in chapter III, on collaboration for strengthening the capacities of national statistical offices in the generation, dissemination and systematization of statistics, indicators and environmental accounts. The recommendations will aim to develop and strengthen networks and partnerships in technical areas (financing and resources) and methodological areas, taking into account the diversity and intersectional and regional realities of environmental statistics.

It is important to mainstream gender in collaborations and partnerships, both in capacity-building and in the development of statistical tools and methodologies.

## XII. ANALYSIS OF AREA FRAMES IN AGRICULTURAL SURVEYS

### 1. Coordinating countries

Brazil: Brazilian Institute of Geography and Statistics (IBGE)

Ecuador: National Institute of Statistics and Censuses (INEC)

### 2. Technical secretariats

Regional Office for Latin America and the Caribbean of the Food and Agriculture Organization of the United Nations (FAO)

Statistics Division of ECLAC

### 3. Objectives

#### (a) General objective

Evaluate the status of area frames for agricultural surveys in the countries of Latin America and the Caribbean.

#### (b) Specific objectives

- (i) Systematize the experiences of Latin America and the Caribbean in the development and use of multiple frames in agricultural surveys.
- (ii) Identify countries' common challenges.
- (iii) Propose methodologies and tools that can be adopted or created to facilitate the development, use and maintenance of multiple frames.
- (iv) Contribute to the use and improvement of area frames for agricultural surveys in Latin American and Caribbean countries.

### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
First official meeting of the working group	November 2023	November 2023	100	
Collection of information through virtual meetings and literature analysis	January 2024	June 2024	90	
Proposal of the document structure	July 2024	September 2024	80	
Drafting of the document	October 2024	March 2025	10	
Review of the draft, contributions, changes made by countries and formulation of recommendations	July 2025	August 2025	0	
Presentation of the final document	September 2025	September 2025	0	

## 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

The area frame assessment document will present the current status of agricultural surveys in the region, enabling the preparation of a road map to assist countries in improving their area frames to produce better quality statistics. To that end, the working group met in late 2023 to identify the main topics that should be included in the assessment. Two virtual meetings were then convened to adjust the core content of the assessment. The main instructions were defined to enable countries to document their experience in the most suitable way.

The document will be divided into four chapters and focus on two major categories: countries with national agricultural surveys and those without. The core content of the assessment is set out below.

- (a) Introduction**
- (b) Background**
- (c) Chapter I: Objective, member countries**
- (d) Chapter II: Case studies of countries with national agricultural surveys**

The countries with an agricultural survey and whose experience is discussed in this chapter are: Chile, Colombia, Costa Rica, Ecuador, Guatemala, Mexico, Panama, Peru and Uruguay. An assessment of each country's sampling framework will be presented, addressing the following points:

- (i) Background of the national agricultural survey*
  - History (summary of methodological development)
  - Institutional gaps
  - Main needs
- (ii) Information sources for the development of the sampling frame and summary of the methodology for its review*
  - Sources of images and maps, among others
  - Data sources for stratification and list frames
- (iii) Development of sampling frames*
  - Funding sources
  - Human and technological resources
  - Did another country, or national or international institution provide technical assistance? Did the institution itself develop the sampling frame?
  - Main challenges during development
  - How long did it take?
  - How was the quality gauged? Is there a quality control process? What strategy is in place to evaluate the frame?

*(iv) Implementation of the sampling frame*

- Sample design (stratification, sample size, frame treatment, approach taken to overlapping)
- Estimation methodology based on area frame samples, list frame samples or a combination thereof
- Challenges in the field (e.g. logistics, technology)
- How does the frame perform? Regarding coverage, criteria for stratification and outdated data

*(v) Updating of area frames*

- How is the need to update the frame assessed? In other words, what is the process for detecting changes that render the frame obsolete?
- What data sources are used to update the area frame (images and stratification data)?
- How often is the frame updated?
- How is the periodicity of frame updates established?

*(vi) What are the statistical outputs?**(vii) What are the expectations, recommendations, and framework for analysis of strengths, weaknesses, opportunities and threats (SWOT)?*

- What are the main challenges with respect to the area frame?

**(e) Chapter III: Main challenges for countries that do not have national agricultural surveys**

The countries that lack agricultural surveys and that will be included in this chapter are Argentina, Brazil, Cuba and Honduras. Jamaica, Saint Vincent and the Grenadines, and Trinidad and Tobago will be included in a section dedicated to Caribbean countries.

*(i) Background and history of efforts to develop national agricultural surveys*

- Summary of agricultural data needs
- Attempts over the past 10 years to develop a sampling frame
- Reasons for failure of previous attempts, including estimated budget, methodology and estimate of sample size

*(ii) Opportunities*

- Usefulness of multiple frames and possible inputs
  - Sources of images and maps, among others
  - Sources of data for stratification and list frames
  - Agricultural censuses as a data source
- Technology, data and technical capacity gaps that hamper the development of frames

*(iii) Possible solutions***(f) Chapter IV: Expectations, summary of common challenges and proposals for overcoming them**

A summary of the main findings and recommendations will be presented.

### XIII. REFERENCE GUIDE ON POLICE ADMINISTRATIVE RECORDS

#### 1. Coordinating country

Mexico: National Institute of Statistics and Geography (INEGI)

#### 2. Technical secretariats

Centre of Excellence for Statistical Information on Government, Crime, Victimization and Justice (UNODC-INEGI Centre of Excellence)

Statistics Division of ECLAC

#### 3. Objectives

##### (a) General objective

Guide the implementation of the *Guidelines for the Production of Statistical Data by the Police* of the United Nations Office on Drugs and Crime (UNODC),<sup>1</sup> adapting them to the Latin American and Caribbean context, in order to establish a baseline for the improvement of administrative records produced by police institutions in the region.

##### (b) Specific objectives

- (i) Compare, on the basis of the guidelines, the statistical information recorded by police institutions in Latin America and the Caribbean, how it is generated and produced (tools, mechanisms or recording formats), its periodicity and its use in decision-making.
- (ii) Generate baseline data in accordance with the dimensions of the guidelines: human, financial and physical resources, staff safety and well-being, criminal offences, arrest and detention, seizure operations, stop and search, public assembly, outreach, use of force and firearms, and professional conduct.
- (iii) Identify current practices in the region and foster technical cooperation for their improvement or adoption, particularly in the recording and classification of emergency calls, crimes, administrative offences, seizures and use of force.
- (iv) Mainstream the gender perspective in the statistics generated and data collected by police institutions.

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<sup>1</sup> UNODC, *Guidelines for the Production of Statistical Data by the Police*, Vienna, 2022.



#### 4. Workplan

Activity	Start date	End date	Progress (Percentage)	Remarks
Meeting of the working group to define scope of content	December 2023	December 2023	100	
Preparation of and comments on the annotated index	December 2023	March 2024	100	
First partial submission (annotated index)	March 2024	March 2024	100	
Data collection and analysis	April 2024	October 2024	30	Statistical offices and security institutions coordinated efforts to review the questionnaire.
Meeting to present preliminary findings	October 2024	October 2024		
Drafting of and comments on the document	October 2024	March 2025		
Second partial submission (draft)	March 2025	March 2025		
Follow-up meeting of the working group	April 2025	April 2025		
Drafting of and comments on the final version of the document	April 2025	June 2025		
Final submission (final version)	July 2025	July 2025		

#### 5. Annotated index of document

Below is a description of the content of the document being prepared by the working group.

##### (a) Presentation

International and regional efforts to improve the production of police statistical information will be presented. The purpose of the guide will be set out; it will aim to gauge to what degree national public safety institutions, specifically the police, gather and record statistics on six dimensions of the UNODC *Guidelines for the Production of Statistical Data by the Police*, including human resources, crimes, arrests and detentions, seizure operations, use of force and professional conduct. Coordination with national statistical offices will also be examined in the areas of regulations, statistical production and information-sharing.

##### (b) Rationale

Generating administrative records and using them for the production of public safety and justice statistics is crucial for police institutions in the region, as it enables:

- Design and implementation of effective, evidence-based public policies to prevent and address crime, strengthen criminal justice and ensure citizen safety.
- Transparency in policing, fostering accountability and building trust between the police and citizens.
- Identification of crime trends and patterns, supporting strategic, targeted decision-making to prevent and fight crime.

- Evaluation of the impact of public safety policies to assess their effectiveness and make the required adjustments.

However, there are several challenges for the region in generating statistics from police administrative records, which include:

- A lack of standardization in data collection and recording, complicating the task of comparing institutions within and among countries and aggregating data regionally and globally.
- Deficient technological infrastructure, which limits police capacity to store, process and analyse data.
- Lack of training in statistics and data management.
- Improvement of coordination between the police and national statistical offices, without which information-sharing and the ability to cooperate on statistical production are limited.

Despite these challenges, there are some statistics available in the region that show the potential of such data to strengthen public safety and justice. To prevent crime and build safer and fairer societies for all, public policymaking on issues related to safety and justice must be supported by official data.

#### **(c) Introduction**

Introduction of the main and specific objectives of this document, presentation of the UNODC document *Guidelines for the Production of Statistical Data by the Police* and explanation of its relevance.

#### **(d) Methodological framework**

The methodology that will be used to achieve the stated objectives includes the following:

- Literature review: a study of relevant documents on police statistics, public safety and justice in the region.
- Analysis of regulations: review of laws and regulations on the production of police statistics in the region's countries.
- Questionnaire: police institutions and national statistical offices will respond to a survey to allow the gathering of information on their data collection and recording practices.
- Data analysis: processing and interpretation of the data obtained from the various methodological tools.

#### **(e) National context**

This section will include the regulations of the region's countries on the production of public safety and justice statistics.

#### **(f) International context**

This section will aim to highlight international regulatory efforts as well as frameworks or guidelines pertaining to statistical data on public safety and criminal justice, such as the following:

International Classification of Crime for Statistical Purposes (2015); *Manual for the development of a system of criminal justice statistics*<sup>2</sup> (2003); road map to improve international crime statistics (2012); and *Guidelines for the Production of Statistical Data by the Police* (2022). It will also provide an overview of the various obligations established in international instruments and standards on the behaviour and organization of police institutions that have an impact on data recording, such as the following: Universal Declaration of Human Rights; Code of Conduct for Law Enforcement Officials; Kyoto Declaration on Advancing Crime Prevention, Criminal Justice and the Rule of Law: Towards the Achievement of the 2030 Agenda for Sustainable Development; Basic Principles on the Use of Force and Firearms by Law Enforcement Officials; Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment; and resolutions adopted by the General Assembly of the United Nations on law enforcement.

**(g) Main points of the UNODC guidelines for the production of statistical data by the police**

The UNODC *Guidelines for the Production of Statistical Data by the Police* establish a comprehensive framework for the production of harmonized, high-quality police statistics, the main points of which include:

*(i) Definition of standardized variables*

- A set of key variables is established for each of the six dimensions: human resources, crimes, arrests and detentions, seizure operations, use of force and firearms, and professional conduct.
- Standardization of variables facilitates data comparability across countries and the aggregation of regional information, supporting analysis and evidence-based decision-making.

*(ii) Establishment of indicators*

- Establishment of specific indicators provides a quantitative method for tracking public safety and criminal justice trends and patterns.
- Identification of key indicators enables evaluation of the performance of police institutions and pinpointing of areas that require attention and improvement.

*(iii) Encouragement of systematic data-gathering and recording*

- Establishment of guidelines for systematically gathering and recording information, ensuring the comprehensiveness, reliability and comparability of statistical data.
- Implementation of systematic procedures for gathering and recording data enables the availability of accurate and timely data for strategic decision-making and accountability.

*(iv) Emphasis on data disaggregation*

- Encouragement of disaggregation of data on the basis of different variables, such as gender, age, geographical location and type of crime.
- Data disaggregation enables more in-depth and accurate analysis of complex phenomena and the identification of possible gaps or inequalities in law enforcement.

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<sup>2</sup> United Nations, *Manual for the development of a system of criminal justice statistics*, Studies in Methods, series F, No. 89, New York, 2003.

*(v) Gender mainstreaming*

- Recognition of the importance of mainstreaming gender in the production of police statistics.
- Mainstreaming gender brings to light existing public safety and criminal justice divides and inequalities, supporting more fair and inclusive public policymaking.

**(h) Regional overview of police institutions' administrative records**

To obtain a regional overview of police institutions' administrative records, a questionnaire will be developed and administered in police institutions and national statistical offices, covering six dimensions selected from among the guidelines. The survey will explore how data are gathered and recorded, whether police institutions share data with national statistical offices and the role of the latter with respect to those data. The aim will be to gain knowledge of the characteristics of the region's administrative records, which may be used to design or improve strategic patrols, develop specific criminal profiles and design crime prevention strategies.

**(i) Baseline availability of police data**

The data gathered from the questionnaire will be used to establish a baseline or benchmark on data availability and recording mechanisms for each of the six dimensions:

- (i) Human resources: availability of data on the number of police officers and their distribution by gender, age, level of education and assigned roles.
- (ii) Crimes: availability of data on the number of crimes reported, classified by type, geographical location, victim and perpetrator.
- (iii) Arrests and detentions: availability of data on the number of individuals arrested or detained, their gender, age, nationality, reason for detention and legal status.
- (iv) Seizure operations: availability of data on the number of seizures, the items seized (such as weapons, drugs or money) and their final destination.
- (v) Use of force and firearms: availability of data on police use of force or firearms, circumstances and consequences for the persons involved.
- (vi) Professional conduct: availability of data on investigations and disciplinary action.

**(j) Barriers to data recording capacity and factors that influence decisions on recording certain types of data.**

This section will identify the key challenges that restrict police ability to exhaustively record data, which may include shortfalls in terms of trained personnel, funds for technology and equipment, time (heavy workloads), and clear data recording protocols. It will also include factors that condition the decision to record certain types of information that is reported.

**(k) Coordination with national statistical offices**

This section will report on which countries have regulations on coordination between police and national statistical offices, whether the national statistical office participates in, reviews or validates the process for producing public safety and justice statistics, and whether police institutions provide or share data with the national statistical office.

**(l) Practices for generating statistical data on policing**

This section will identify existing practices in the countries of the region regarding the use of police institutions' administrative records to produce statistics.

**(m) Final recommendations**

On the basis of the data gaps identified according to the *Guidelines for the Production of Statistical Data by the Police*, this section will offer suggestions and outline priority measures to improve the availability and quality of police administrative records, taking into account gender mainstreaming in the production of statistics. Recommendations will also be made on how to establish a baseline or benchmark that helps to identify opportunities to incorporate police institutions' administrative records into statistics.

**(n) Conclusions**

This section will include a summary of the proposal and underscore its importance.

**(o) Glossary**

Definition of key concepts included in the document.