Regional Course on Statistical Business Registers:
Making a Business Case for an Operational Statistical Business Register
26 – 30 January 2015, Perak, Malaysia

Course Programme as of 26 January 2015

Monday, 26 January

08.30 – 09.00 Registration

09.00 – 09.45 Organizational Session
   1a) Welcome Statements: ILSM & SIAP
   1b) Self-introduction of participants and of resource persons
   1c) Objectives and structure of the course (SIAP)

09.45 – 10.45 Opening Ceremony and Group Photo

10.45 – 11.15 Tea Break

Module 0 - What is a Statistical Business Register (SBR)?

11.15 – 11.45 0.1. Demonstrations of SBRs (@15 minutes)
   • Presentation of Malaysia’s SBR
   • Presentation of Australia's SBR

11.45 – 12.15 0.2. Roundtable discussion. Each country to share snapshot information on status of SBRs (or related structures) or plans for SBRs (@2 minutes)

Module 1: - Understanding the role of SBRs

12.15 – 13.00 1.1. SBRs within the national statistical system (ABS)

13.00 – 14.00 Lunch Break

14.00 – 15.00 1.2. Organizational and operational issues
   • Country presentation (15 minutes)- Malaysia
   • Country presentation (15 minutes)- Indonesia
   • Presentation and discussion - ABS

15.00 -15.30 1.3. Outputs, uses and users of SBRs
   • Small group discussions (15 minutes): Groups of
5 will answer the questions: What are the statistical outputs and uses of SBRs? Who are its users by statistical outputs?

- **Summary of group discussions** (15 minutes). Using note cards, groups will display their responses to statistical outputs and uses and match the users with the outputs. Summary by SIAP.

15.30 – 16.00 Break

1.4. Building a Business Case for an SBR

16.00 – 16.30
- Presentation and discussion: A Framework for SBR Development- SD

16.30 – 17.30
- Presentation and discussion: A Template for Building a Business Case for an SBR and an Application: ABS Model- ABS
- **Note: Participants will develop a similar template during the course of the training and will present the template on Friday, 30 January afternoon.**

Tuesday, 27 January

**Module 2 – Key Design Considerations**

08.30 – 10.30
2.1. Conceptual issues: coverage and units
- Presentation and discussion (SIAP)

10.30 – 11.00 Break

11.00 – 12.30
2.2. Conceptual issues: content/variables (Identification variables; Start and end dates; Economic variables; Stratification variables/ classification variables; Linkage to source registers and other registers)
- Presentation and discussion (SD)

2.3. Issues in the selection of data sources (administrative sources, statistical sources; other sources)

12.30 – 12.45
- Overview of the typologies of potential data sources for SBRs (SIAP)

12.45 – 13.00
- Small group discussions (15 minutes): Groups of 5-6 will discuss PROs and CONs of different data sources for SBRs and provide recommendations on which ones to use.
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<th>Time</th>
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<tr>
<td>13.00 – 14.00</td>
<td>Lunch Break</td>
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<tr>
<td>14.00 – 14.30</td>
<td>2.3. (continued)</td>
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<td>• Summary of group discussions and conclusions. Each group will give a 5-minute presentation on their recommendations.</td>
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<td>14.30 – 15.15</td>
<td>• Handling issues in the use of administrative registers (ABS)</td>
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<td>15.15 – 15.45</td>
<td>• Country presentations on considerations in selecting data sources for SBRs (@15 minutes): Indonesia, Hong Kong</td>
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<td>15.45 – 16.15</td>
<td>Break</td>
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<td>16.15 – 17.00</td>
<td>2.4. Design Considerations in Practice: Putting it all together</td>
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<td>• Presentation and discussion: The ABS SBR Model</td>
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<td>17.00 – 17.30</td>
<td>Daily wrap-up</td>
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**Wednesday, 28 January**

**Module 3 – Issues in Maintaining SBRs**

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<th>Time</th>
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<tr>
<td>08.30 – 09.45</td>
<td>3.1. Overview of Issues in maintaining SBRs and Considerations for a maintenance strategy (with 15 minute presentation of country practice: Fiji)</td>
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<td>09.45 – 11.15</td>
<td>3.2. Handling changes in identification and descriptive characteristics (with 15-minute presentation of country practice: Philippines)</td>
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<td>(with 30-minute break)</td>
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<tr>
<td>11.15 – 12.00</td>
<td>3.3. Handling changes in demographic and linkage characteristics</td>
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<td>12.00 – 13.00</td>
<td>3.4. Profiling – ABS</td>
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<td>13.00 – 14.00</td>
<td>Lunch Break</td>
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<td>14.00 – 15.00</td>
<td>3.5. Handling changes in continuity (with 15 minute presentation of country practice: Singapore) - SD</td>
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<td>15.00 – 17.00</td>
<td>3.6. Case study exercise: Participants will be given worksheets featuring change cases for which they determine how to handle the change. (with 30-minute break)</td>
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17.00 – 17.30 Daily wrap-up

Thursday, 29 January

Module 4: Issues in assuring quality of SBRs

4.1. Errors in SBRs

08.30 – 09.30
• Presentation and discussion (SIAP)

09.30 – 10.00
• Country practices in handling errors (@15 minutes): Malaysia, Viet Nam

10.00 – 12.00 (with 30-minute break)

4.2. Quality in SBRs (ABS)

• Presentation and discussion: Concepts in quality and quality assurance
• Presentation and discussion: Quality measures and quality gates

Module 5. Issues in establishing an SBR

12.00 – 13.00

5.1. Issues in the use of SBRs: confidentiality, access and dissemination

• Small group discussions (30 minutes). Solutions to issues and good practices. Six groups: two groups to discuss confidentiality issues, two groups to discuss access issues and two groups to discuss dissemination issues.

• Summary of group discussions (30 minutes). Using note cards, groups will display their solutions and good practices. Summary by ABS.

13.00 – 14.00 Lunch Break

14.00 – 17.30 Field Trip

Friday, January 30

Module 5. Issues in establishing an SBR (continued)

08.30 – 09.15

5.1. (continued)
• Presentation and discussion: Practices of the ABS Business Register on Confidentiality, Access and Dissemination

09.15 – 10.30

5.2. SBR system and information technology requirements (ABS)
10.30 – 11.00 Break

Module 6. Developing a business case for SBRs

11.00 – 12.00 6.1. Strategic planning for SBR development- ABS

12.00 – 12.30 6.2. Workshop: Finalizing business cases

12.30 – 14.30 Lunch Break

14.30 – 16.00 6.3. Presentations of Business Cases by Countries (@5 minutes)

16.00 – 16.30 Evaluation

16.30 – 17.30 Closing Ceremony