

ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC  
STATISTICAL INSTITUTE FOR ASIA AND THE PACIFIC

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**PROGRAMMES OF WORK OF THE INSTITUTE FOR AY 2004 – AY 2009  
(Item 6 of the provisional agenda)**

1. In accordance with Article 5.9 of the Statute of the United Nations Statistical Institute for Asia and the Pacific (SIAP) this document provides the consolidation of the annual *Programme of Work of the Institute for AY 2004 (1 April 2004 – 31 March 2005)* and the long-term *Programme of Work of the Institute for AY 2005 – AY 2009 (1 April 2005 – 31 March 2010)* that are proposed to be implemented in the period from 1 April 2004 to 31 March 2010 for consideration and approval of the Governing Board.
2. In preparing the Programmes of Work several discussions were held between the Director of SIAP and officials of the Government of Japan. The paper provides the basis for Government of Japan's cash and in-kind contribution. These contributions shall be made on the basis of its relevant and applicable laws and regulations of the Government of Japan and in accordance with its annual budgetary appropriations.
3. The draft Programmes of Work had also been circulated for comments to the members of the Governing Board.

**Overview of Programmes of Work**

4. The *Details of the Programmes of Work of the Institute for AY 2004 – AY 2009* is attached to this document as [Annex 1](#) with the chart depicting the particulars of the activities by academic year as [Annex 2](#). The Programmes of Work as presented in [Annex 1](#) are organized in six sections. The Governing Board may refer to the annual *Programme of Work of the Institute for AY 2004* [STAT/SIAP/GB(9)/4] and the long-term *Programme of Work of the Institute for AY 2005 – AY 2009* [STAT/SIAP/GB(9)/5] which present the activities to be implemented during respective periods.

5. Section I contains an overview of the mission, objectives and development of SIAP. It provides, in brief, the authority under which the Institute operates and its objectives. General details of the Tokyo Metropolitan Area (TMA)-based work programme and the Outreach Programme are also included. Section II states the duration of the Programmes of Work, while Section III describes the institutional framework in which the Institute operates.

6. Section IV presents the work programme directions and strategies by which SIAP intends to fulfil its mission and objectives. It provides an overview of the various activities that the Institute will undertake in the Tokyo Metropolitan Area and will support at the country, sub-regional, and regional levels. This formulation has been guided by its long experience in statistical training and by the recent external evaluation carried out on the relevance, performance, and sustainability of SIAP in March 2003.

7. Section V is the most substantive part of the document. It provides details of the conditions and contents of the training programmes and related activities to be conducted at SIAP's premises in the Tokyo Metropolitan Area and those to be undertaken in the Outreach Programme.

8. The proposed activities in the Tokyo Metropolitan Area may be classified into two categories.

- ❑ The larger of these two is the group training courses for which Government of Japan through the Japan International Cooperation Agency (JICA) provide fellowships. These are (a) the 6-month course in modules on core official statistics, (b) the 2-month course in analysis and interpretation of official statistics, (c) the 2-month course in application of information and communications technology to statistical processes, and (d) the 2-month course in collection and analysis of official statistics for Central Asian countries.. By AY 2005, the first three courses are planned to be replaced by the 6-month course in modules on basic official statistics, the 2-month course in analysis, interpretation and dissemination of official statistics, and the 2-month course in application of information and communications technology to production and dissemination of official statistics, respectively.
- ❑ The other category is the build-up and maintenance of knowledge management in the area of statistical training. This consists of the compilation of training manuals; maintenance of the SIAP database on participants, courses, and materials; maintenance of the SIAP website; and the development of the distance learning programme.

9. The proposed Outreach Programme, which complements the courses organized in the Tokyo Metropolitan Area, consists of:

- ❑ annual course/workshop on sample design for household and establishment surveys;
- ❑ the reformatted Research-based Training Programme;

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- ❑ the regional and sub-regional courses, and the country courses conducted in collaboration with national statistical systems (NSS) and related organizations; and
- ❑ the management seminar series conducted jointly with the UNESCAP Statistics Division.

The Outreach Programme has been significantly expanded per the recommendations of the external evaluation and restructured to more closely correspond to the programmatic themes of UNESCAP.

10. Lastly, Section VI contains the operational structure of the Institute at the TMA.

**For Action of the Board**

11. The Governing Board may wish to consider and approve the annual *Programme of Work of the Institute for AY 2004* [STAT/SIAP/GB(9)/4] and the long-term *Programme of Work of the Institute for AY 2005 – AY 2009* [STAT/SIAP/GB(9)/5].

12. The Governing Board may wish to provide guidance on the implementation of the Programmes of Work, especially with regard to the priorities to be accorded, NSS to be tapped, and modalities to be followed in implementing the Outreach Programme that are organized with support of SIAP's institutional funds.

## **DETAILS OF THE PROGRAMMES OF WORK OF THE INSTITUTE FOR AY 2004 – AY 2009**

### **I. MISSION, OBJECTIVES AND DEVELOPMENT OF THE INSTITUTE**

1. The Governing Board in its seventh session held last December 2001 in Bangkok, Thailand approved the mission statement of the United Nations Statistical Institute for Asia and the Pacific (SIAP) as follows: to strengthen the capability of national statistical systems (NSS) in the region and to enhance statistical training capabilities and related activities at the country level through practically oriented training of official statisticians in order to produce timely and high-quality statistics that can be utilized for economic and social development planning.

2. The overall objectives of SIAP are to provide professional training to statisticians on official statistics and to facilitate the enhancement of the training capability building at the country level of the developing countries of the ESCAP region through multilateral efforts and arrangements.

3. The specific objectives are:

- to strengthen the capacity of NSS to collect, compile, analyze, interpret and disseminate statistical data through the training of professional statisticians and other government officials;
- to assist in strengthening the training capability of NSS; and
- to be the natural coordination agency for statistical training in the region to avoid duplication of efforts and to improve efficiency in capacity building efforts.

4. The Institute was known as the Asian Statistical Institute when it was established in 1970 as a centre for statistical training for the developing countries in Asia and the Pacific. In 1995, the Institute gained the status of a subsidiary body of ESCAP. The Institute has a Governing Board which holds its session once a year to provide advice and guidance to the Institute. Members of the Board comprise the representative of the host government, Japan, and 8 representatives elected from and by member and associate members of ESCAP .

5. The financial resources of SIAP are principally derived from the contributions, both in cash and in-kind, from the host government as well as cash contributions from members and associate members of ESCAP. In cases where the latter host training courses, they contribute administrative and logistic support in-kind as well.

6. The annual programme of activities of the Institute has historically consisted of regular Tokyo Metropolitan Area (TMA)-based offerings and courses under the Outreach Programme. As of 3 October 2003, a total of 2,409 participants were trained in the TMA-based training programme and another 6,262 had participated in its Outreach Programme training activities organized at the country/sub-regional/regional levels.

### **II. DURATION OF THE PROGRAMMES OF WORK**

7. The duration of the Programmes of Work of the Institute referred to in this document is from 1 April 2004 to 31 March 2010.

### **III. INSTITUTIONAL FRAMEWORK**

8. The Ministry of Public Management, Home Affairs, Posts and Telecommunications (MPHPT) is the cooperating agency of the host government to SIAP.

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9. The host government will continue to support the new Programmes of Work of SIAP on the basis of its relevant and applicable laws and regulations of the Government of Japan and in accordance with its annual budgetary appropriations.

10. Resources for programme support, in cash and in kind, will also continue to be solicited from member countries to maximize the institutional funds to support an expanded work programme of SIAP.

11. Institutions will be sought out in countries, which upon meeting standards of quality are eventually envisioned to become SIAP partners. These country partner institutions (CPIs) will run specific courses funded by SIAP using standardized training design and content to international participants as well as local in their own or locally-sourced facilities and with both country and regional expertise. In addition SIAP will undertake to collaborate in the build-up of training materials and expertise in that particular training area for these CPIs as centers of specialization in the region. SIAP can likewise refer this capability of its CPIs to relevant and interested international organizations seeking to organize related training activities in the region.

12. An appropriate process for formalizing the institutional arrangements with the CPIs will be undertaken in due course.

13. The programme divisions in UNESCAP, with the Statistics Division as the focal point, and various international institutions engaged in statistical capacity building will be invited to provide guidance, stimulus and relevance to the Programmes of Work of SIAP in order to rationalize similar efforts and to reap maximum benefits from a well coordinated system of statistical training in the region.

#### **IV. PROGRAMME DIRECTIONS AND STRATEGIES**

14. Over the last two years, SIAP has undertaken new strategies adopted to meet the increasing demand and changing needs of statistical training. The ESCAP region comprises of heterogeneous groups of developing countries at different stages of statistical development. Hence, statistical training of the region requires a mix of modalities to address the diverse capability building needs. One relevant factor to the modality to be used is the background knowledge and experience of the participants that will be sent by the countries. A second factor is the field of statistics in which the training is organized. A third is the cost implications. A fourth consideration is the geographical training outreach of statistical knowledge and practice in the region by enhancing the training capability of NSS and related training institutes.

15. Moreover an external evaluator was commissioned by UNESCAP in March 2003 to consider how SIAP could best serve the needs of its members on a long-term sustainable basis by addressing three main issues: the relevance of its programmes, the performance of their activities, and their administrative and financial sustainability. The following recommendations were made:

On relevance: sharpen the focus of training on the goals and priorities of UNESCAP, namely reducing poverty, managing globalization, and addressing emerging social issues; expand the Outreach Programme to include at least five regular courses; place stronger focus on establishing and strengthening statistical training capability in the region; and position itself to be the natural coordination agency for statistical training in the region.

On performance: adopt a more strategic and systematic approach to planning and evaluation; and improve effectiveness and efficiency through distance education.

On sustainability: ensure continued support of the Government of Japan to SIAP through the MPHPT; and developing and maintaining effective consultation and partnership relations with stakeholders.

### **TMA Programme**

16. In recent years, several initiatives have been undertaken to infuse greater dynamism in the Programmes of Work of the Institute. Three dimensions to the initiatives may be distinguished. One aspect is the emphasis on enhancing the relevance and effectiveness of the training activities in terms of addressing practical issues relating to the contents and subject matter of the training programmes, especially in the context of the programmatic themes of UNESCAP and the recent global rounds of Summit Conferences. The second is the aspect of the evaluation of the course through the measurement of the performance of the participants by objective (diagnostic exams) and subjective (participants perceptions) means. The third is the importance given to the training of trainers which promotes multiplier effects of SIAP training by improving the presentation and training skills of the participants and providing course materials in electronic format in order to prepare them to replicate portions of or the entire course to their colleagues and equip them for the dissemination initiatives of their home office.

17. Gradual restructuring of the TMA-based in terms of content, emphasis and organization courses has been taking place. With regard to the six-month Group Training Course in Modules on Core Official Statistics, the curriculum is enhanced to include introduction of statistical frameworks of analysis and component indicators that have been discussed in the recent global Summit Conferences. The course will continue to be structured into three modules, namely statistical and survey methods, demography and social statistics, and national accounts and economic statistics. The subject matter will be levelled to basics so that its practical aspects can be treated in greater depth as its focus will be the official statisticians in the least developed and/or transition countries and the promising junior statisticians in other countries. Hence this six-month course is planned to be reconstituted into the Group Training Course in Modules on Basic Official Statistics by AY 2005.

18. Added focus on the 2-month Group Training Course in Analysis and Interpretation of Official Statistics is to be pursued in order to train participants to bring the key messages embodied in the statistical results effectively across to the respective audiences. The specialization of this course alternates every year between economic and social statistics. Emphasis is being increased on the requisite preparation of analysis and research to promote the use of such statistics to policy and decision making. Advocacies in support of the global rounds of Summit Conferences and UNESCAP's programmatic themes are also pursued in the discussions. The participants are also trained to go through the process of preparing an acceptable project work that could be improved into a quality research paper. By AY 2005, this is planned to be replaced by the Group Training Course on Analysis, Interpretation and Dissemination of Official Statistics to further focus on the importance of properly disseminating and conveying the census and survey results and other official statistics to varied users.

19. With regard to the 2-month Group Training Course in Application of Information and Communications Technology (ICT) to Statistical Processes, the course curriculum has been strengthened to emphasize the application of readily available software applications, including Microsoft Excel and Access, to statistical processes. The Census and Survey Processing System (CSPRO) will continue to be offered because of its applicability in census operations. Database systems and their applications will likewise be given emphasis. By AY 2005, this is planned to be replaced by the Group Training Course in Application of Information and Communication Technology to Production and Dissemination of Official Statistics to impart knowledge and rationalize on the appropriate use of technology by NSS.

### **Outreach Programme**

20. The Outreach Programme is comprised of training activities conducted at the country, sub-region, and region level for statisticians and heads of NSS. These courses cover a wide range of topics, which are in demand by requesting countries or a group of countries, and these had contributed to the gradual strengthening of national capability in data collection, processing, interpretation, and analysis of official statistics in the region.

SIAP has been active in fostering collaborative partnerships with international organizations and NSS in implementing an enhanced outreach training programme, focusing on short-term training courses in specialized topics, with the NSS contributing in kind to the course, through administrative and logistical support and resource persons, and with SIAP providing the funding, and in a few cases, together with international organizations and agencies.

21. However based on expressed training needs by countries of the region, the needs for statistical training far exceed the training offers from SIAP as well as from other agencies. Moreover as a subsidiary body of UNESCAP the Institute has to increasingly relate its activities to its priorities.

22. Hence an expanded Outreach Programme is proposed to consist of:

- annual course/workshop on sample design for household and establishment surveys;
- sub-regional Research-based Training Programme;
- new regional and sub-regional courses, which will cover 5 additional subject matter areas recommended by the external evaluation, namely: the Millennium Development Goals, poverty measurement, System of National Accounts, prices and the International Comparison Programme, and the Fundamental Principles of Official Statistics;
- specific sub-regional courses for the Pacific Island countries;
- country courses conducted in collaboration with NSS and related organizations, including those covered under the 3-Year Programme for Statistical Capability Building in Least Developed Countries; and
- management seminar series for senior NSS officials conducted jointly with the UNESCAP Statistics Division.

23. SIAP has collaborated with NSS with relatively more advanced statistical systems and having well equipped statistical training facilities, for the organization of regional and sub-regional training courses/workshops. This strategy will continue to be employed and strengthened in the expanded Outreach Programme. This arrangement has the twin advantages of building up the national capabilities in countries where the activity takes place, and of exposing official statisticians of the region to statistical systems of other ESCAP developing countries.

24. SIAP intends to develop these institutions into SIAP CPIs which would run regular courses of assigned specialization using SIAP training design, content, materials, and counterpart funds for participants travel and subsistence. These CPIs would become Outreach Programme centres of specializations. International organizations and agencies could then collaborate and coordinate their capacity-building efforts with SIAP and deliver these through the related SIAP CPI where cost efficiency, training context, and geographical participation can be optimised. Moreover the CPIs will be encouraged to utilize the services of experts available in the region. In this manner SIAP can live up to its mandate with less strain on its small faculty, which aside from delivering the Tokyo Metropolitan Area-based courses, will also be involved in monitoring and maintaining the level of quality of the training programmes in the SIAP CPIs.

25. SIAP is moving to adopt e-learning, which is aimed to provide training on official statistics through the use of latest development in information and telecommunication technologies. This will enable the Institute to reach out to a wider clientele across the entire Asia-Pacific region, which is not possible to address fully under the existing modes of training. Training materials will be designed in interactive format and captured initially in CD-ROMs.

### **Knowledge Management in SIAP**

26. SIAP has amassed a collection of lecture notes and reference materials from its numerous training programmes. A deliberate and systematic effort to compile and organize this stock of knowledge will be continuously undertaken with its CPIs. This will be stored likewise into a database which compilation has been underway with the aim of making this accessible to the NSS and other related organizations. On an increasing

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basis, this material will be developed into interactive format and initially placed in CD-ROMs for distribution to support the distance learning initiatives. After some successful experiences, these will be uploaded to and be available on the web.

27. An annual consultation on the SIAP Programmes of Work will be held with NSS, UNESCAP, United Nations specialized agencies and other international organizations in collaboration with the Statistics Division (SD) of UNESCAP to identify and address emerging statistical issues and training needs and priorities and to effectively coordinate related statistical capacity building efforts in the region.

## V. CONTENTS OF THE PROGRAMMES OF WORK

28. The Programmes of Work consists of two dimensions; those conducted at SIAP's premises in Tokyo Metropolitan Area and those undertaken in the Outreach Programme.

### **Programme conducted in Tokyo Metropolitan Area**

29. The courses aim to provide the general aspects of official statistics, from the planning, collection, processing, and tabulation up to analysis, interpretation and dissemination, employing the tools provided by information and communications technology. The subject matter is foundational without going through too much specialization and localization, which would be the concern of the Outreach Programme courses. The Japan International Cooperation Agency (JICA) normally funds the training participants who attend the regular courses conducted under this programme.

#### 29.1 Group Training Course in Modules on Core Official Statistics (beginning AY 2005, proposed to be Group Training Course in Modules on Basic Official Statistics):

Participants: Official statisticians with three to five year working experience in NSS.  
Course contents: This course provides training in basic statistical principles, techniques and operations together with introductory courses regarding statistical frameworks and methodologies on various fields of official statistics and training in basic user statistical computing. To meet the differential needs of countries and/or organizations, the six-month course is divided into three modules: statistical and survey methods, demographic and social statistics, and national accounts and economic statistics. Tutorials, class exercises and case studies will be employed to enhance the effectiveness of classroom teaching.

Frequency and duration: Annually and for a duration of six months.

Number of participants: 30, (25)<sup>1</sup>

Fellowship offered by: Government of Japan (JICA)

#### 29.2 Group Training Course in Analysis and Interpretation of Official Statistics (beginning AY 2005, proposed to be Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics):

Participants: Middle and/or senior-level official statisticians engaged in analysis and interpretation of social and/or economic statistics for policy makers, planners

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<sup>1</sup> Indicates the targeted number of participants for the proposed course.

and other decision makers.

Course contents: This course provides training in analysis and interpretation of data for a particular subject or topic dealt with in substantial detail in each year through lectures, workshops, and case studies. Social and economic statistics are focused on at intermediate level in alternating years. A major component of the course consists of a statistical project work undertaken by each participant using official data to prepare a report. The participant has to present the reports at the end of the course, demonstrating the application of statistical techniques and analysis.

Frequency and duration: Annually and for a duration of two months.

Number of participants: 10, (20)

Fellowship offered by: Government of Japan (JICA)

29.3 Group Training Course in Application of Information and Communications Technology (ICT) to Statistical Processes (beginning AY 2005, proposed to be Group Training Course in Application of ICT to Production and Dissemination of Official Statistics):

Participants: Statisticians and programmers in statistical organizations with experience in usage of computers and statistical software packages and are expected to advance the use of these in their offices.

Course contents: This course provides training in the use of software running on microcomputers for processing data from censuses and surveys and analyzing of statistical data. Recently, discussion on the basics and consequences in implementing ICT in statistical organizations was added.

Frequency and duration: Annually and for a duration of two months.

Number of participants: 20, (20)

Fellowship offered by: Government of Japan (JICA)

**Outreach Programme**

30. This programme complements the courses conducted in the Tokyo Metropolitan Area and is carried out in collaboration with national statistical organizations, related training institutes and donor agencies. The courses are normally of short-term duration and cover a wide range of topics. The courses are conducted at country, sub-regional and regional levels. The recent evaluation of SIAP recommended its expansion to better meet the statistical training needs of the region and further enrich the content and scope of training of SIAP in relation to country needs. It also has been urged to pursue the strengthening of statistical training capability in the region.

30.1 Course/Workshop on Sample Design for Household and Establishment Surveys:

Participants: Middle or senior-level official statisticians with active participation in sample surveys.

Course contents: This course provides training on basic theory and statistical techniques regarding sample design for household and establishment surveys. The course will stress on the importance of an efficient sample design with particular reference to the need to minimize cost; the need to familiarize with the use of computer software for computing sampling errors; and the importance of evaluating survey results and their precision for improving sample design.

Frequency and duration: Annually and for a duration of 4 weeks.

Number of participants: 20  
Fellowship offered by: SIAP

30.2 Research-based Training Programme:

Participants: Middle and senior official statisticians with at least 10 years of statistical work experience.  
Programme contents: This programme provides suitable research and training environment for middle and senior-level statisticians to undertake research on official statistics using primary data on a particular topic from national sources. The objective is to raise the capacity of statisticians in undertaking independent research studies as well as producing quality statistics and reports. The participant is expected to produce a research paper, present this at an appropriate seminar, and revise this after review by an assigned referee. The programme will be conducted in collaboration with country partner institutions (CPIs), which may be national statistical organizations and/or national statistical training institutes in tandem with formal academic institutions.

Frequency and duration: Annually and for a duration of 6 weeks.  
Number of participants: At least 10  
Fellowship offered by: SIAP

30.3 Regional and sub-regional courses as extensions in response to the recommendations of the evaluation of SIAP.

The Outreach Programme is proposed to be significantly expanded per the recommendations of the evaluation done on SIAP in March 2003 and regular courses will be offered to increasingly meet the needs for training in official statistics in the region as well as restructured to correspond to the programmatic themes of UNESCAP. The topics of these courses are specific in nature and will be institutionalized in the CPIs, which meet standards of quality set by SIAP.

Topics: Millennium Development Goals; Poverty Measurement, System of National Accounts, Prices and the International Comparison Programme, and Fundamental Principles of Official Statistics

Frequency and duration: Annually or biennially and for a duration of 1-4 weeks  
Number of participants: 20, unless otherwise specified  
Fellowship offered by: SIAP (for the next 3 years) and possible partner NSS and funding agencies

30.3.1 Statistical Capability for Millennium Development Goals (MDGs)

Course content: This course/workshop provides training in the collection, compilation and interpretation of reliable and relevant statistical data to monitor the MDGs. It will emphasize how statistics for MDGs can be generated through further processing of administrative records, by including new requirements in existing surveys, through improving coordination among data producer units in the line ministries, and by applying techniques such as small-area estimation, rapid assessments, and network sampling to fill in the data gaps. The first set of course/workshops will be conducted under the SIAP/UNDP Project (see 30.3.1.1) which has the development objective of promoting and

enhancing national statistical capabilities to monitor the progress on the MDGs.

Frequency Annually, from AY2006 onwards  
Duration 2 weeks

30.3.1.1 SIAP/UNDP Project on Statistical Capability for MDGs

Course Content UNDP has been the main supporter of SIAP's Outreach Programme. Recently, it has approved the SIAP/UNDP Project \_\_\_\_\_ on establishing and strengthening national capability in data collection/compilation and statistical analysis required in the preparation of national MDG reports for member countries of ESCAP for a 2-year period beginning in \_\_\_\_ 2003.

Under this project, SIAP will seek involvement of national institutions, particularly the NSS, and support of the UNDP country offices and the SD-UNESCAP in the capability building exercise, and accord special emphasis on the utilization of regional expertise. Standardization of statistical information to enable inter-country comparisons is also emphasized. The project builds upon the work already carried out by SIAP on human development indicators and reports, and will be implemented through a mix of training activities at the sub-regional and regional levels as well as provision of technical assistance requested by countries.

Frequency Until AY 2005 (to be absorbed into [30.3.1])  
Duration 2 weeks

30.3.2 Poverty Measurement

Course content This course provides training to help participants develop basic skills for carrying out poverty analysis on household survey data, e.g. Living Standard Survey, with the aid of computer software such as STATA. It aims to strengthen the capability of the NSS to take part in the process of poverty identification, measurement, and monitoring. The Institute hopes to continue conducting this course also in close collaboration with the Poverty Analysis and Data Initiative (PADI) of the World Bank Institute. Likewise the planning and conduct of household budget surveys will be discussed.

Frequency Annually, starting AY 2004  
Duration 2 weeks

30.3.2.1 Disability and Health Statistics

Course content This course provides training on improving the measurement of disability as espoused in the Biwako Millennium Framework for Action on Disability, and focuses on the International Classification of Functioning, Disability and Health of the World Health Organization (WHO) as the framework for health and disability. This will be conducted in collaboration with WHO and SD-UNESCAP.

Frequency Biennial, starting AY 2004

Duration 1 week

### 30.3.3 System of National Accounts

Course content This course provides training on the introduction to the concepts, principles, and macroeconomic framework of the 1993 SNA and selected satellite accounts, as well as the data sources and methodologies. It will focus on the computation and analysis of gross domestic product (GDP) by production, expenditure on goods and services, and the generation of income on GDP, as well as related transactions in the institutional accounts. It will also discuss the importance of statistics generated by the statistical system for national accounts compilation and demonstrate understanding of the different economic variables on the national accounts.

Frequency Annually, starting AY 2005

Duration 3 weeks

### 30.3.4 Prices and the International Comparison Programme (ICP)

Course content This course/workshop provides training on the objectives and uses, scope and coverage, data sources, compilation and calculation techniques of price indices, especially consumer price indices. The course will cover the calculation of various types of price indices: Laspeyre's, Paasche, and Fisher indices, and discussion on the concepts of fixed base and chain indices. This course also intends to continue with the training initiatives of the Asian Development Bank (ADB) ICP initiative for Asia and the Pacific (see 30.3.4.1),

Frequency Biennial, starting AY 2004

Duration 1 week

#### 30.3.4.1 ADB ICP Initiative for Asia and the Pacific

Course content This course provides training on the development of a comprehensive and standardized survey framework to produce purchasing power parities. Issues related to sample designs, data collection, verification and processing procedures will be discussed as well as promoting the use of data for policy making and monitoring of progress. It will also focus on the possible synergies between the ICP data collection efforts and the routine national statistical program activities, given the structured product description lists.

Frequency Annually, until AY 2006 (to be absorbed into [30.3.4])

Duration 1 week

### 30.3.5 Statistical Quality Management and Fundamental Principles of Official Statistics

Course content This course provides training on the fundamental principles of official statistics endorsed by the United Nations Statistical Commission and its implications on the quality of data and the required institutional support. The discussions will also focus on the Data Quality Assessment Framework and the Data Dissemination Standards promoted by the International Monetary Fund as well as the Handbook on the Operation and Organization of a

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Statistical Agency prepared by the United Nations Statistical Division. This course is intended for middle-level supervisors and managers on the rise in their respective hierarchies.

Frequency                      Annually, starting AY 2005  
Duration                        1 week

30.4    Sub-Regional Courses in Specific Topics for Pacific Island Countries

Course content                This course provides training on improving economic statistics with specific topics to be identified by the countries in collaboration with the Secretariat of the Pacific Community. A 3-stage approach will be followed: (a) presentation of basic theory; (b) case studies of failures and successes in the sub-region; and (c) follow-on practical applications using participants' own data. The Secretariat of the Pacific Community with possible assistance from the Australian Bureau of Statistics (ABS) and Statistics New Zealand (SNZ) may be able to conduct these courses, in the same modality as country partner institutions.

Frequency                      Annually, starting AY 2004  
Number of participants        15  
Duration                        3 weeks

30.5    Country courses

Apart from utilizing SIAP's institutional funds and faculty, NSS and related organizations provide, *inter alia*, training facilities and administrative support, accommodation and meals for participants, and resource persons. These are supplemented, where required, by resource persons from the region. The subject areas, duration and frequency are specified mutually to provide the flexibility to the Institute to address subjects areas in which training is requested by the NSS, and in those training activities that may arise as the consequence of developments in statistical methodologies.

30.5.1. Approved Country Course Requests

The Governing Board approved in its eighth session the requests for the joint conduct of country courses under a prioritized scheme. SIAP will continue to conduct such training for the remainder of the requests, which are governed under mutual letters of agreement with the concerned NSS. Other future requests for country courses will continue to be considered.

30.5.2 3-Year Programme for Building Statistical Training Capability in National Statistical Offices of ESCAP Least Developed Countries

Seven countries have subscribed to this programme: Bangladesh, Bhutan, Cambodia, Lao PDR, Maldives, Nepal and Samoa. The participating NSS identifies its priorities in official statistics wherein SIAP can assist to build through training in the Tokyo Metropolitan Area – based courses and/or country courses. Upon choice of a priority of capability building in official statistics the participating NSS submits to SIAP the names of proposed candidates for the next 3 years/ invitations to the Tokyo courses. The participants to the courses are given extra exposure to the chosen priority of the NSS and are expected to replicate the training upon return. SIAP will also conduct annual country courses in these countries for the next 3 years to complement and supplement the capacity building effort in the priority area.

### 30.6 Management Seminars

Course content This annual seminar conducted together with the UNESCAP Statistics Division provides discussion and interaction on issues relevant to the management of NSS. The seminar series revolves around the theme of adding value to the role of statistical products and services in a knowledge-based economy and society. Organizational issues, such as human resource capabilities, and product issues, such as analysis, interpretation and dissemination in relation to knowledge management concerns, will be discussed. The seminar will also take stock of the progress of NSS in producing development indicators as required by the international development community.

Frequency Annually  
Duration 3 days

#### **Knowledge Management In SIAP**

31. Organization-wide access to training designs, materials and techniques used by individual lecturers has been improved in-house. Course syllabi and lecture materials have been documented, standardized, and stored for quick and easy reference and can be reviewed and updated when the need arises. There have been continuing efforts to make these available to participants for the future training needs of their organizations. As both infrastructure and technology for e-learning progress, the existence of this knowledge base will make the transition to distance learning more efficient and effective.

#### 31.1 Training manuals

SIAP continues to compile the lecture notes, PowerPoint slides, and reference materials for its Tokyo based courses and some of its Outreach Programme trainings in CD-ROMs. These are now being entered into a database. With the cooperation of the SIAP CPIs, these materials will be compiled into training manuals, in print and electronic forms, for distribution to interested institutions. Both partners will have the responsibility of keeping the materials up to date with developments in statistical theory, technology and practice.

#### 31.2 Distance learning

Initially source material for a course on foreign merchandise trade statistics is being developed as a prototype. If this is found effective, training materials for distance education can then be developed jointly with SIAP CPIs. These interactive training materials are proposed to be hosted at the ABS website or any other appropriate web facility.

#### 31.3 Database support for Planning and Evaluation

Databases on participants, training courses, and training materials have been developed and are being maintained and updated. The information contained therein will support the evaluation of the work programme as carried out by SIAP and provide the foundation for planning its future training initiatives and capability building programmes.

#### 31.4 Website for Dissemination and Institutional Coordination

The SIAP website has been improved and will be continuously maintained and updated. The website will be the main channel for providing information on SIAP and its work. It will also host the site for the

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statistical training organizations to share information on training opportunities, experiences and available training materials. This website will be one of the main instruments for SIAP to assume the role of main coordinator of statistical training capability efforts in the region.

32. An annual consultation on the SIAP Programme of Work will be held with NSS, UNESCAP, United Nations specialized agencies and other international organizations in collaboration with the SD-UNESCAP to confirm its relevance to training needs and priorities and to identify and address emerging statistical issues and related development concerns. This may be scheduled right before or after a session of the Subcommittee on Statistics or related UNESCAP activity. Together these agencies may effectively coordinate related statistical capacity building efforts in the region and effect better use of scarce training resources .

## **VI. TMA OPERATIONAL STRUCTURE**

33. The staff members funded through the institutional budget for this phase will be as follows:

(1)	Director	1
(2)	Deputy Director (Training)/Lecturer	1
(3)	Statistician/Lecturer	5
(4)	Administrative Officer	1
(5)	Secretary to the Director	1
(6)	General Affairs Clerk	1

34. As part of the in-kind contribution of the Government of Japan, the services of 11 local personnel will be provided by the Ministry of Public Management, Home Affairs, Posts and Telecommunications of the Government of Japan, on the basis of its relevant and applicable laws and regulation, and in accordance with its annual budgetary appropriations, to carry out the cooperating work of the Government of Japan to the Institute regarding the conduct of the training.

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## PROPOSED PROGRAMMES OF WORK OF THE INSTITUTE FOR AY 2004 – AY 2009

Training Activity [no. of participants] / Academic Year	2004	2005	2006	2007	2008	2009	Training Duration	Status (as of 31/12/03); Arrangements
<b>Tokyo Metropolitan Area-based Courses</b>								
<input type="checkbox"/> Modules on Core Official Statistics [30 participants]	x						6 months	
<input type="checkbox"/> Modules on Basic Official Statistics [25 participants]		x	x	x	x	x	6 months	For consideration by AY 2005
<input type="checkbox"/> Analysis and Interpretation of Official Statistics [10 participants]	x						2 months	
<input type="checkbox"/> Analysis, Interpretation and Dissemination of Official Statistics [20 participants]		x	x	x	x	x	2 months	For consideration by AY 2005
<input type="checkbox"/> Application of Information & Communications Technology (ICT) to Statistical Processes [20 participants]	x						2 months	
<input type="checkbox"/> Application of ICT to Production & Dissemination of Official Statistics [20 participants]		x	x	x	x	x	2 months	For consideration by AY 2005
<input type="checkbox"/> Collection and Analysis of Official Statistics for Central Asian Countries [8 participants]	x	x					2 months	
<b>Outreach Programme Courses</b>								
<input type="checkbox"/> Course/Workshop on Sample Design for Household and Establishment Surveys	x	x	x	x	x	x	4 weeks	9 <sup>th</sup> of series; 10 <sup>th</sup> scheduled in India
<input type="checkbox"/> Research-based Training Programme, reformatted	x	x	x	x	x	x	6 weeks	With country partner institutions (CPIs)
<input type="checkbox"/> Regional/Sub-regional Courses (as recommended in SIAP Evaluation)								With CPIs
<input type="checkbox"/> Statistical Capability for MDG Project	x	x					2 weeks	With UNDP
<input type="checkbox"/> Statistical Capability for MDGs			x	y	y	y	2 weeks	Continue from UNDP Project
<input type="checkbox"/> Poverty Measurement	x	x	x	y	y	y	2 weeks	With UNESCAP-SD & PADI-WBI
<input type="checkbox"/> Disability and Health Statistics (Biwako Millennium Framework)	x		x		y		1 week	With UNESCAP-SD

Note: "y" means that funding source is yet to be sought.

Training Activity/Academic Year	2004	2005	2006	2007	2008	2009	Training Duration	Status (as of 31/12/03); Arrangements
<input type="checkbox"/> Regional/Sub-regional Courses (as recommended in SIAP Evaluation) [continued]								
• System of National Accounts		x	x	y	y	y	3 weeks	With UNESCAP-SD
• Prices and the International Comparison Programme (ICP)	x		x		y		1 week	With UNESCAP-SD
○ ICP Initiative for Asia and the Pacific	x	x	x				1 week	With ADB
• Statistical Quality Management & Fundamental Principles of Official Statistics		x	x	y	y	y	1 week	With IMF
<input type="checkbox"/> Sub Regional Courses for Pacific Island Countries	x	x	x	y	y	y	3 weeks	Through SPC with ABS & SNZ
<input type="checkbox"/> Country Courses								With NSOs
• As approved by the Governing Board at 8 <sup>th</sup> session	x	x	x				1-2 weeks	6 of 20 countries already served
• As approved by the Governing Board				y	y	y	1-2 weeks	Case-to-case basis
• 3 Year Programme for Statistical Capability Building in Least Developed Countries	x	x	x				1 week	7 LDCs subscribed
<input type="checkbox"/> Management Seminar [30 participants]	x	x	x	x	x	x	3 days	With UNESCAP-SD

## ❖ Knowledge Management in SIAP

<input type="checkbox"/> Training manuals	x	x	x	x	x	x		Improved jointly with SIAP CPIs
• Improvement and compilation of training materials								
<input type="checkbox"/> Distance Learning								
• Development of materials for CD-ROM/Internet	x	x	x	x	x	x		Prototype on trade statistics, in-house; developed with CPIs
• Institutional /infrastructural arrangements	x	x	x	x	x	x		With ABS
<input type="checkbox"/> Database support for Planning and Evaluation	x	x	x	x	x	x		Initial build-up carried out
• Development and maintenance								
<input type="checkbox"/> Website for Dissemination & Institutional Coordination	x	x	x	x	x	x		Initial improvements carried out
• Improvement and maintenance								
<input type="checkbox"/> Consultation with NSSs, UNESCAP divisions, international agencies on SIAP work programme	x	x	x	x	x	x		With UNESCAP-SD

