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**Regional Workshop on
Improving Use of Administrative Data in Production of Official Statistics:
Role of Statistical Register Systems**

E-learning Module (Online): 24-30 August 2015

Face-to-Face Module: 12-16 September 2015, Tehran, Islamic Republic of Iran

CONCEPT NOTE

I. INTRODUCTION

The importance of transforming production processes of official statistics through systematic use of available administrative sources is well-recognized by national statistical systems around the world. To address emerging and multifaceted development issues, governments increasingly need more frequent data at lower levels of disaggregation that inform on complex issues. Better use of administrative data in their production processes is a cost-effective strategy that responds to this need.

Coordination among holders of administrative data, lack of technical capacity, lack of political commitment and absence of adequate legal provisions are, among others, major obstacles faced by statistical systems in utilization of administrative data. In the past decades, several national statistical offices in the Asia-Pacific region have made some progress in their endeavours to develop single statistical registers (mainly population and business registers). However, these efforts, though paving the way for future developments, have not made remarkable contributions to the use of administrative data for producing official statistics.

To be effective, statistical registers have to be constructed in an integrated and harmonized way rather than through stand-alone activities. Different statistical registers have to be developed as parts of a system that provides universal standards and tools for constructing, linking, maintaining, and finally compiling required official statistics from statistical registers. In particular, unique identification numbers for record objects such as persons, businesses and locations play a pivotal role in usefulness of statistical registers.

According to global assessments¹ undertaken by the United Nations Statistics Division, many member states in Asia-Pacific region have indicated that they have established base registers (mainly business and population registers and in few cases property registers) which contain

¹ http://unstats.un.org/unsd/economic_stat/Economic_Census/globalSbrAssessmentReport.pdf

unique identification codes. Nonetheless, only very few relatively advanced statistical systems have succeeded to link those base registers into an integrated register system that enables production of relevant official statistics. A “statistical register system” is essential to ensure that different base registers are linkable and guarantee that producing reliable official statistics from registers is feasible.

This workshop will provide opportunities for the participants to learn from advanced statistical systems about how statistical register systems are constructed, how linking between different base registers are created and how official statistics are produced from statistical registers. The workshop will facilitate the exchange of information and discussion on challenges and solutions for making better use of administrative data through statistical register systems.

II. WORKSHOP OBJECTIVES

The main objective of the course is to improve technical capacity of national statistical systems (NSSs) of the region to produce official statistics from integrated statistical registers. The course will also provide a platform to share knowledge and demonstrate good practices in developing statistical registers from administrative registers.

III. EXPECTED OUTCOMES

The workshop is designed to acquaint participants with the technical aspects of building statistical registers from administrative registers (with focus on business and property registers), and assist them to identify main challenges and practical solutions in development of statistical register systems. As a result of the workshop, participants will be able to:

- a) Demonstrate understanding of the characteristics of administrative registers and methods for developing statistical registers;
- b) Identify basic requirements and assess feasibility of structuring a statistical register system by integrating several administrative registers;
- c) Demonstrate understanding of statistical methods for developing and maintenance of statistical registers; and
- d) Develop a problem-solution matrix (using SWOT analysis) to assist their NSS in identifying issues and potential solutions in developing or improving their statistical register systems.

IV. TARGET PARTICIPANTS

Target participants are middle/senior-level officers from statistical organizations as well as organizations holding main administrative registers (mainly, business and property registers) who are involved in (1) development and maintenance of administrative registers, and/or (2) collection of data from administrative sources for the purpose of producing official statistics.

In selecting participants for the course, considerations will include ensuring a mix of participants from statistical organizations and administrative register holder agencies from invited countries.

V. DESIGN OF THE WORKSHOP

The workshop design applies a blended approach—an e-learning module followed by a face-to-face (F2F) module. It will consist of a mix of experts' presentations, sharing of and discussion of lessons learned from country practices, and demonstration and application of statistical tools through practical exercises.

The Modules:

E-learning Module (Online, 24 – 30 August 2015): This module will consist of a self-paced 5 hours e-learning course. The e-learning module will provide basic information and statistical background essential for understanding the rationale, objectives and preconditions for producing population statistics from administrative registers. On notice of selection of acceptance to the workshop, participants must take the e-learning course. Acceptance to the F2F module of the workshop is contingent on satisfactory completion of the e-learning module within the timeframe.

Face-to-Face (F2F) Module (Tehran, Islamic Republic of Iran, 12 – 16 September 2015): The participants who successfully complete the e-learning module will be invited to participate in the F2F module. The F2F module will focus on fundamental steps in establishing a statistical register system with special focus on developing business and real estate registers and integrating them with other main registers. This module will consist of presentations, case studies and workshops facilitated by experts.

VI. WORKSHOP TOPICS

The workshop topics are divided into two parts:

- (i) basic information and statistical background which will be covered by the e-learning module and
- (ii) Development and Maintenance of Statistical Register Systems which is the main focus for the F2F module.

Topics	Workshop Activity
(i) e-Learning: <i>Introduction to population registers</i> (17 – 23 August 2015) –5 hours	
1. Introduction to administrative sources; basic concepts, uses and quality aspects	<ul style="list-style-type: none"> • Self-reading • Exercise
2. General preconditions for using administrative sources for producing population statistics	<ul style="list-style-type: none"> • Self-reading • Exercise
3. Using administrative data in production of population statistics; register-based surveys	<ul style="list-style-type: none"> • Self-reading • Exercise

Topics	Workshop Activity
(ii) F2F: <u>Development and Maintenance of Statistical Register Systems</u> (12-16 September 2015)	
1. Statistical register systems; Overview <ul style="list-style-type: none"> • What is a register system? • How to structure and create a register system? • Presentation of good practices • A regional perspective; Problems and solutions 	<ul style="list-style-type: none"> • Expert presentation • Country presentations and discussions • Group exercise
2. Statistical business registers (SBR) <ul style="list-style-type: none"> • An overview of SBR (sources, roles and uses) • SBR units and coverage • Creation and maintenance of SBR; <i>data sources, record linkage, handling changes and errors</i> • Governance and organizational structure for creating SBR • Presentation of good practices • Problem-solution analysis 	<ul style="list-style-type: none"> • Expert presentation • Country presentation • Group exercise
3. Property registers <ul style="list-style-type: none"> • Types of property registers (real estate, building & dwelling, address); units, coverage, sources, and uses • Role of address files in creating property registers • Presentation of good practices • Problem-solution analysis 	<ul style="list-style-type: none"> • Expert presentation • Country presentation • Group exercise
4. Statistical register systems; construction <ul style="list-style-type: none"> • How to link base registers in a statistical register system? • How to produce register-based official statistics? 	<ul style="list-style-type: none"> • Expert presentation • Country presentation • Group exercise
5. Way forward: plan for a statistical register system <ul style="list-style-type: none"> • Planning and organization for developing a statistical register system • Problem solution analysis • Prioritization of activities 	<ul style="list-style-type: none"> • Expert presentation • Country presentation • Group exercise

Bridge (between e-learning and F2F module) activities

- Participants to the F2F module need to prepare and bring to the F2F module at least one country presentation on topics mentioned in section (VI) following guidelines to be provided by the course organizers to selected participants. Draft country presentations will need to be submitted **no later than 4 September 2015**.