

Statistical Training Activities of the Development Partners for the ESCAP Region

QUESTIONNAIRE (for the Development Partners)

The survey aims to gather information on training of official statisticians imparted by the international development partners. The questionnaire seeks information on only the training activities carried out by the international agencies.

Please complete the survey below and submit by **30th November 2011**. You may send your responses and return by fax to (81-43)299-2521; attention Ms. Noriko Ebihara. You may also access and submit this survey online at staff@unsiap.or.jp.

If you have any questions, please contact Ms. Noriko Ebihara at (81) 43 299 9796.

We value your input and feedback and appreciate you taking the time to complete this survey.



Dr.T.C.A. Anant

Chair, ESCAP Working Group on the Coordination of Statistical Training,
Chief Statistician and Secretary
Ministry of Statistics & Programme Implementation
Government of India

Guidelines for filling the Questionnaire

1. Filling the questionnaire may require more than one session. After each session, save the file and do not click on the 'submit form' button until the questionnaire is completed.
2. Part D of the questionnaire requires descriptive answer. Please use as much space as required for the text for such questions.
3. Part C requires use of codes for levels of trainees / personnel. The list of skills-level of the statistical officials is given in Appendix-1 along with the respective codes. The Core Skills Framework, on which it is based, is also provided as background material.
4. Part C also needs use of the codes given in the list of subjects given in Appendix-2 along with the respective codes.
5. The questionnaire after completion may be submitted either online, by e-mail or fax.
 - a. For online: Please click the 'submit form' button on the upper right corner of the form.
 - b. By e-mail: Please save the completed form in a pdf format and send it to **staff@unsiap.or.jp** as attachment.
 - c. By Fax: Please fax the completed form to: +81-43-299-2521.

Definition of statistical training:

Courses and workshops that are organised to consist of sessions for

- class-room lectures,
- practical exercises,
- group discussions & case studies
- project work and
- presentations by the participants

in various different combinations, with possibly a component of study tour; and are

- conducted by or under supervision or guidance of instructors / resource persons
- meant for improving the skills level of the trainees / participants
- organised for a specified duration with a well-laid down schedule and
- with a well-specified curriculum, consisting mainly of topics of relevance to official statistics. (Please refer to list of subjects in Appendix 2)

For the purpose of the present survey, the term 'statistical training' includes:

- Training courses conducted by national / regional/ international Statistical Training Institutes for the officials of the Government
- Advocacy workshops on specific international recommendations
- Training programmes conducted by divisions / units / departments and line ministries of the governments that are of relevance to the work of the statistical personnel and are aimed at enhancing their skills level.

and excludes:

- on-the-job trainings
- training workshops/ conferences / programmes for conducting a specific statistical exercise like survey or census
- training courses with curricula consisting mainly of topics not directly relevant for official statistics (i.e. not included in the list of subjects in Appendix-2)

NAME OF FINANCIAL OR TECHNICAL PARTNER:

PART – A

A. CONTACT DETAILS

1. Name of the Head:
2. Postal Address:
3. Webpage of organisation:
4. Contact No. (Please include ISD Code)

Office

FAX

Mobile No., if any

Email Address:

PART – B

SUPPORT PROVIDED TO STATISTICAL TRAINING FOR ESCAP REGION

- | | <u>Yes</u> | <u>No</u> |
|---|-------------------|------------------|
| B.1 Is your organisation involved in imparting training on official statistics?
<i>(if the answer is 'NO' the rest of the questionnaire need not be filled.)</i> | | |
| B.2 Does your organisation conduct or organise / co-organise training on official statistics?
<i>(if the answer is 'NO' Part C of the questionnaire need not be filled.)</i> | | |
| B.3 Does your organisation have a setup (a fixed venue) for conducting regular training on official statistics? | | |
| B.4 Does your organisation provide funds for training on official statistics? | | |
| B.5 Whether evaluations of the training programmes carried out:
If 'yes', | | |
| i. whether evaluation is made during the course | | |
| ii. whether evaluation is made as a follow-up | | |

PART – D: SUGGESTIONS FOR IMPROVEMENT /STRENGTHENING OF COORDINATION OF STATISTICAL TRAINING:

Appendix-1
STATISTICAL PERSONNEL CLASSIFICATION BY SKILLS LEVEL

Category of Statistical Personnel		Type of Personnel	Type of Job/ Responsibility	Corresponding level in the Core Skills Framework (CSF)
Level	code			
Primary Level	1	(Field/ Primary workers; Investigators; Data Entry Operator; Support Staff and equivalent)	<ul style="list-style-type: none"> • Arranging the collection & capture of data, editing data, • Preparing data for publication, • Answering questions from respondents, Dealing with routine requests for statistical information.	Level-2 in the CSF
Junior Level	2	(Supervisory Staff; Superintendents; ADO, Jr. Statisticians and equivalent)	<ul style="list-style-type: none"> • Contributing to the development of processes, procedures, methodologies & systems relevant to a work area, including the preparation of documentation. • Undertaking the operational and technical aspects of processing information and data analysis relevant to a work area. • Understanding the requirements of all users of data from the work area and where applicable, liaise, communicate & provide assistance. • Researching conceptual & methodological issues • Recommending implementing improvements. 	Level-3 in CSF
Middle Level	3	(District Statistical Officers; Assistant Directors; Research Officer; and equivalent)	A self managed employee who: -Can apply their Skills & knowledge across several related work areas & apply it to all phases of the statistical process. -Has a good understanding of conceptual and statistical frameworks & is able to help others with their understanding of them.	Level-4 i n t he C SF (part of)
Senior Level	4	Officers -Head of Unit/Cell under a Division in NSO and equivalent	A self managed employee who: -Begin to develop leadership skills: think strategically & solve problems. -Communicates r esearch r eports, statistical out put a nd c oncepts t o a wide range of statistical literacy (e.g. statisticians, policy makers, media, the general public)	Level-4 i n t he C SF (part of) Begin t o de velop leadership & management skills.
Senior Management Level	5	Officers- Head of the Division in NSO like National Accounts Division in NSO and equivalent	Undertakes a range of roles focused on managing the achievement of outputs. These outputs vary from large development projects, to producing regular statistics.	As f or L evel-5 of t he CSF.

Appendix-2

List of Subjects and their codes

Code	Topics
Domain 1: Demographic and social statistics	
1.1	Population and migration
1.2	Labour
1.3	Education
1.4	Health
1.5	Income and consumption
1.6	Social protection
1.7	Human settlements and housing
1.8	Justice and crime
1.9	Culture
1.10	Political and other community activities
1.11	Time use
Domain 2: Economic statistics	
2.1	Macroeconomic statistics
2.2	Economic accounts
2.3	Business statistics
<i>Sectoral statistics</i>	
2.4.1	Agriculture, forestry, fisheries
2.4.2	Energy
2.4.3	Mining, manufacturing, construction
2.4.4	Transport
2.4.5	Tourism
2.4.6	Banking, insurance, financial statistics
2.5	Government finance, fiscal & public sector
2.6	International trade and balance of payments
2.7	Prices
2.8	Labour cost
2.9	Science, technology and innovation

Code	Topics
Domain 3: Environment and multi-domain statistics	
3.1	Environment
3.2	Regional and small area statistics
<i>Multi-domain statistics and indicators</i>	
3.3.1	Living conditions, poverty and cross-cutting social issues
3.3.2	Gender and special population groups
3.3.3	Information society
3.3.4	Globalisation
3.3.5	Indicators related to the Millennium Development Goals
3.3.6	Sustainable development
3.3.7	Entrepreneurship
3.4	Yearbooks and similar compendia
Domain 4: Methodology of data collection, processing, dissemination and analysis	
4.1	Metadata
4.2	Classifications
<i>Data sources</i>	
4.3.1	Population and housing censuses; registers of population, dwellings and buildings
4.3.2	Business surveys and registers
4.3.3	Household surveys
4.3.4	Agricultural surveys and censuses
4.3.5	Other administrative sources
4.4	Data editing and data linkage
4.5	Dissemination, data warehousing
4.6	Statistical confidentiality and disclosure protection
4.7	Data analysis

Appendix-2 (Contd.) List of Subjects and their codes

Code	Topics
Domain 5: Strategic and managerial issues of official statistics	
5.1	Institutional frameworks and principles; role and organization of official statistics
5.2	Statistical programmes; coordination within statistical systems
5.3	Quality frameworks and measurement of performance of statistical systems & offices
5.4	Management and development of human resources
5.5	Management and development of technological resources
5.6	Coordination of international statistical work
5.7	Technical cooperation and capacity building
Domain 6: Statistical Methods for application and Basic Training & Presentation Techniques	
6.1	Basic statistics - Descriptive statistics, regression analysis, time series etc.
6.2	Sample Survey – methods and estimation
6.3	Index numbers
6.4	Basic inferential statistics
6.5	Training techniques and capacity building
6.6	Presentation techniques – use of audio-visual aids
6.7	Report writing
Domain 7 : Others (Not specified above)	
7.1	Others (please specify)

This list of topics is based on the “Classification of Statistical Activities” proposed by the UNECE secretariat in agreement with the SDMX secretariat for the meeting of the Expert Group meeting on International economic and social classifications, New York, 18-20 May 2011. The classification and the explanatory notes are available on the UNECE Statistical Division’s website at:

www1.unece.org/stat/platform/display/disaarchive/Classification+of+Statistical+Activities

Please refer to the explanatory notes of the classification while filing in the parts C1, C2, I & J of the questionnaire.

Also please note that the list has been modified at a few places and augmented to include topics (under Domain 6) that are relevant for statistical training but are not covered in the list of the Expert Group.