

UNITED NATIONS
ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC

STATISTICAL INSTITUTE FOR ASIA AND THE PACIFIC (SIAP)

**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

16.00 – 16.30

1.4. Building a Business Case for an SBR

- 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)

12.30 – 12.45

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

- 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.

13.00 – 14.00	Lunch Break
14.00 – 14.30	2.3. (continued) <ul style="list-style-type: none"> • Summary of group discussions and conclusions. Each group will give a 5-minute presentation on their recommendations.
14.30 – 15.15	<ul style="list-style-type: none"> • Handling issues in the use of administrative registers (ABS)
15.15 – 15.45	<ul style="list-style-type: none"> • Country presentations on considerations in selecting data sources for SBRs (@15 minutes): Indonesia, Hong Kong
15.45 – 16.15	Break
16.15 – 17.00	2.4. Design Considerations in Practice: Putting it all together <ul style="list-style-type: none"> • Presentation and discussion: The ABS SBR Model
17.00 – 17.30	Daily wrap-up

Wednesday, 28 January

Module 3 – Issues in Maintaining SBRs

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

17.00 – 17.30 Daily wrap-up

Thursday, 29 January

Module 4: Issues in assuring quality of SBRs

- 08.30 – 09.30
09.30 – 10.00
- 4.1. Errors in SBRs
- Presentation and discussion (SIAP)
 - 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