# CAPI's place in GSBPM

GSBPM

- All activities undertaken by producers of official statistics which result in data outputs
- National and international statistical organizations
- Over-arching processes
  - Quality management
  - Metadata management
  - Statistical framework management
  - Statistical programme management

GSBPM

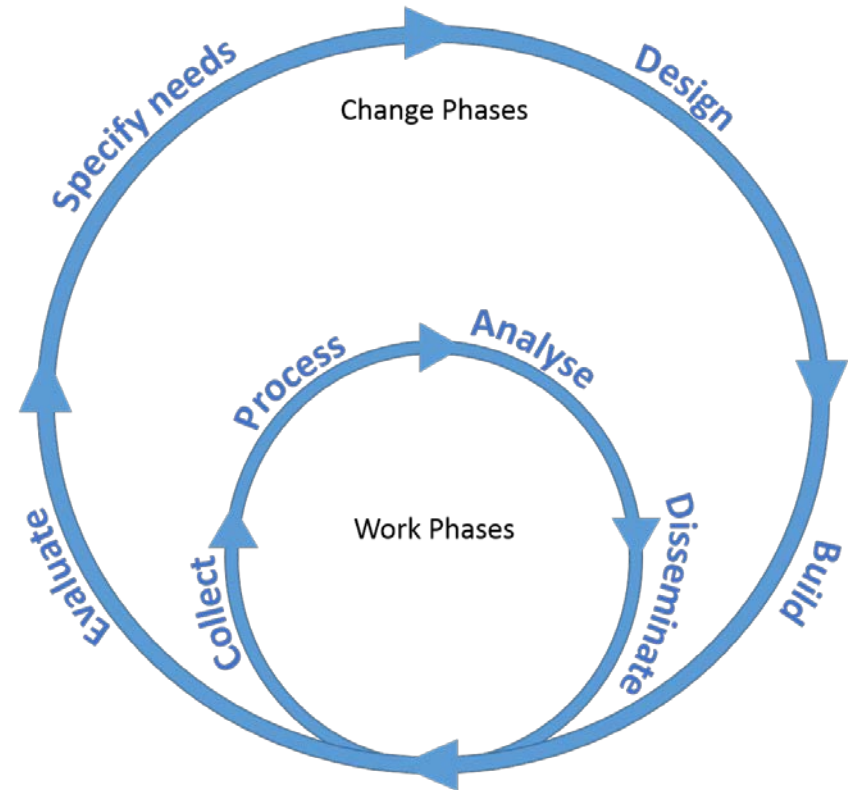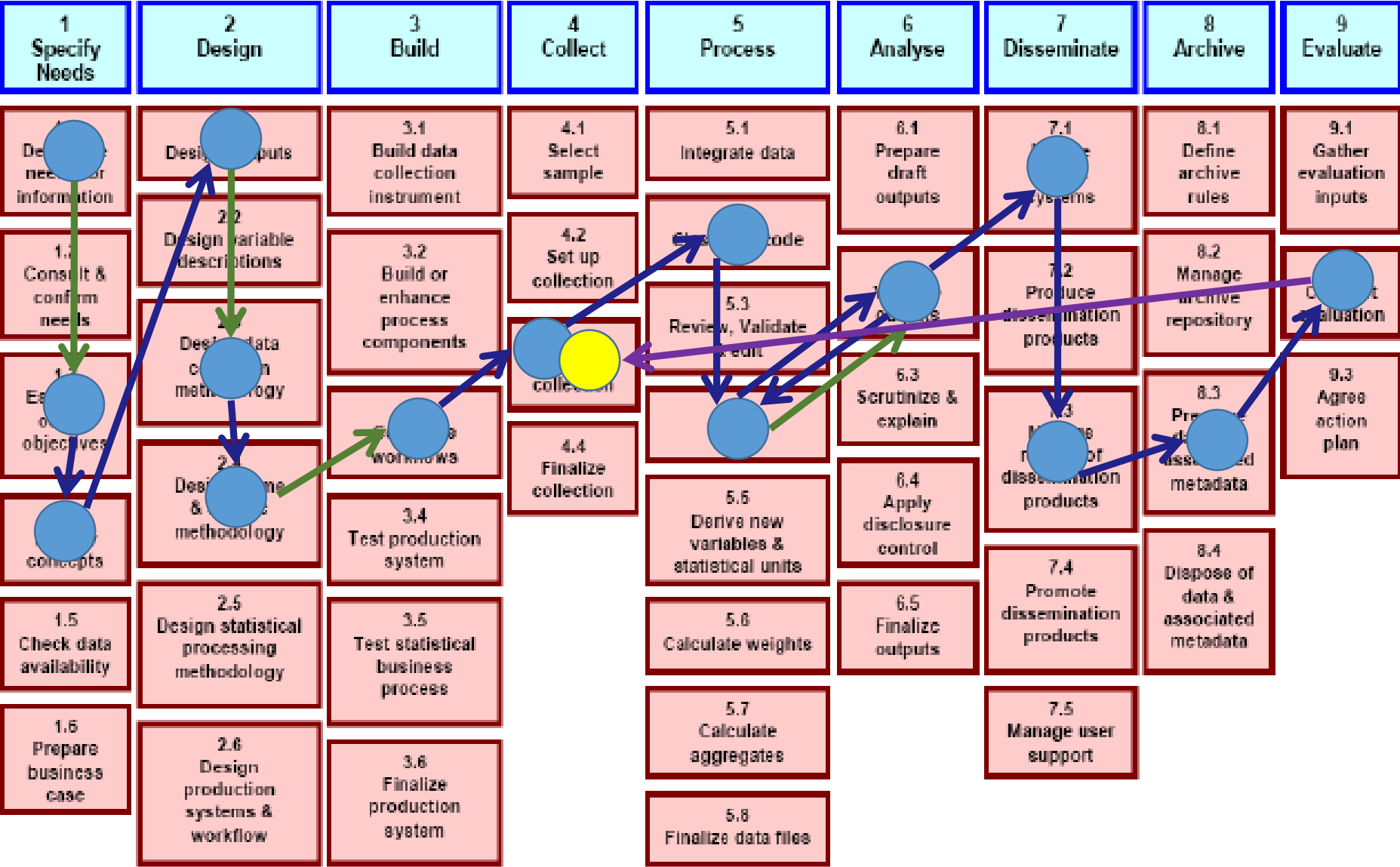| Quality Management / Metadata Management							
Specify Needs	Design	Build	Collect	Process	Analyse	Disseminate	Evaluate
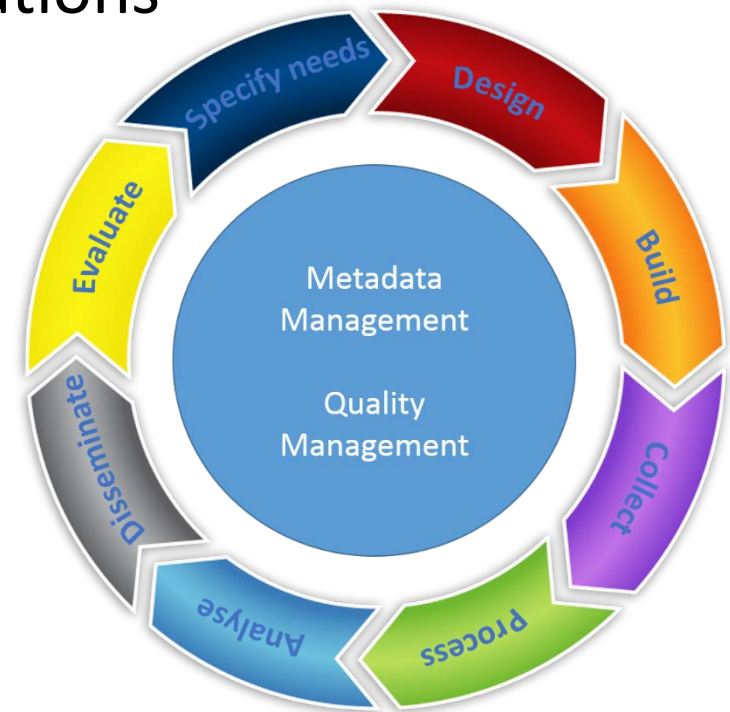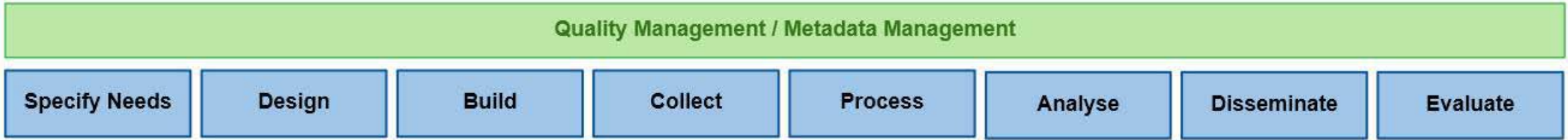
•Not a linear model

- Sub-processes do not have to be followed in a strict order

- It is a matrix, through which there are many possible paths, including iterative loops within and between phases

Quality Management / Metadata Management

1 Specify Needs	2 Design	3 Build	4 Collect	5 Process	6 Analyse	7 Disseminate	8 Archive	9 Evaluate
1.1 Determine needs for information	2.1 Design outputs	3.1 Build data collection instrument	4.1 Select sample	5.1 Integrate data	6.1 Prepare draft outputs	7.1 Update output systems	8.1 Define archive rules	9.1 Gather evaluation inputs
1.2 Consult & confirm needs	2.2 Design variable descriptions	3.2 Build or enhance process components	4.2 Set up collection	5.2 Classify & code	6.2 Validate outputs	7.2 Produce dissemination products	8.2 Manage archive repository	9.2 Conduct evaluation
1.3 Establish output objectives	2.3 Design data collection methodology	3.3 Configure workflows	4.3 Run collection	5.3 Review, Validate & edit	6.3 Scrutinize & explain	7.3 Manage release of dissemination products	8.3 Preserve data & associated metadata	9.3 Agree action plan
1.4 Identify concepts	2.4 Design frame & sample methodology	3.4 Test production system	4.4 Finalize collection	5.4 Impute	6.4 Apply disclosure control	7.4 Promote dissemination products	8.4 Dispose of data & associated metadata	
1.5 Check data availability	2.5 Design statistical processing methodology	3.5 Test statistical business process		5.5 Derive new variables & statistical units	6.5 Finalize outputs	7.5 Manage user support		
1.6 Prepare business case	2.6 Design production systems & workflow	3.6 Finalize production system		5.6 Calculate weights				
				5.7 Calculate aggregates				
				5.8 Finalize data files				

GSBPM

Quality Management / Metadata Management							
Specify Needs	Design	Build	Collect	Process	Analyse	Disseminate	Evaluate

The business process model is an important tool in planning, standardising and improving work processes in statistical production, and for training purposes.

The business process model is also a communication tool for standardisation and cooperation between statistical agencies and government departments.

GSBPM

Quality Management / Metadata Management							
Specify Needs	**Design**	**Build**	**Collect**	**Process**	**Analyse**	**Disseminate**	**Evaluate**
1.1 Identify needs	2.1 Design outputs	3.1 Build collection instrument	4.1 Create frame & select sample	5.1 Integrate data	6.1 Prepare draft outputs	7.1 Update output systems	8.1 Gather evaluation inputs
1.2 Consult & confirm needs	2.2 Design variable descriptions	3.2 Build or enhance process components	4.2 Set up collection	5.2 Classify & code	6.2 Validate outputs	7.2 Produce dissemination products	8.2 Conduct evaluation
1.3 Establish output objectives	2.3 Design collection	3.3 Build or enhance dissemination components	4.3 Run collection	5.3 Review & validate	6.3 Interpret & explain outputs	7.3 Manage release of dissemination products	8.3 Agree an action plan
1.4 Identify concepts	2.4 Design frame & sample	3.4 Configure workflows	4.4 Finalise collection	5.4 Edit & impute	6.4 Apply disclosure control	7.4 Promote dissemination products	
1.5 Check data availability	2.5 Design processing & analysis	3.5 Test production system		5.5 Derive new variables & units	6.5 Finalise outputs	7.5 Manage user support	
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CAPI in GSBPM

Quality Management / Metadata Management							
Specify Needs	**Design**	**Build**	**Collect**	**Process**	**Analyse**	**Disseminate**	**Evaluate**
1.1 Identify needs	2.1 Design outputs	**3.1 Build collection instrument**	**4.1 Create frame & select sample**	5.1 Integrate data	6.1 Prepare draft outputs	7.1 Update output systems	8.1 Gather evaluation inputs
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	Design				
2.1 Design outputs	2.2 Design variable descriptions	2.3 Design collection	2.4 Design frame & sample	2.5 Design processing & analysis	2.6 Design production systems & workflow

2.2 Collected variables, derived variables, classifications

2.3 **_Collection = CAPI_**

2.4 Defines a sampling frame (and, where necessary, the register from which it is derived)

2.5 Workflow from data collection to dissemination. Survey Soultions CAPI dictates the collection workflow and system.

Build						
3.1 Build collection instrument	3.2 Build or enhance process components	3.3 Build or enhance dissemination components	3.4 Configure workflows	3.5 Test production system	3.6 Test statistical business process	3.7 Finalise production system

3.1 Preparing and testing the contents and functioning of that instrument. Connection of <u>metadata</u> and <u>data</u> at the point of capture can save work in later phases. Capturing the metrics of data collection (<u>paradata</u>) is also an important consideration in this sub-process.

3.4 Ensures that workflow designed in 2.6 works in practice

3.6 Pilot to test collection instruments, followed by processing and analysis of the collected data

3.7 technical documentation, user manuals, training the business users on how to operate the process
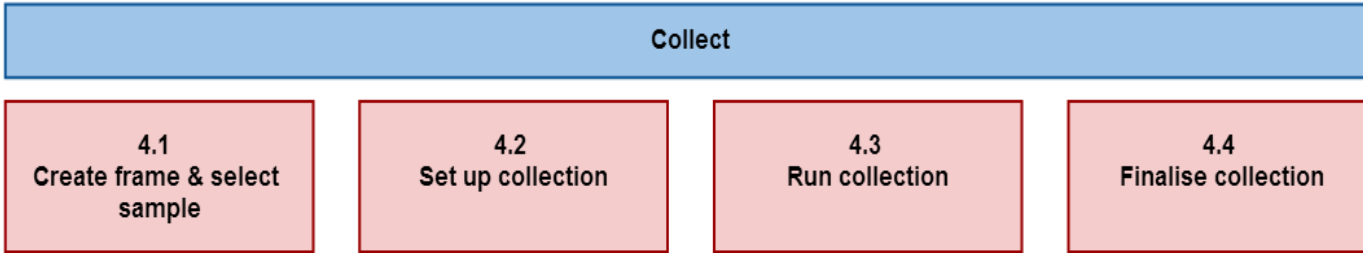
4.1 Selected sample is loaded into CAPI.

4.2 Planning and training of collection staff

4.3 Collection of data along with comments, queries and complaints

4.4 Loading collected data and metadata for further processing

Metadata Management

Integrity: Make metadata-related work an integral part of business processes across the organisation.

Matching metadata: Ensure that metadata presented to the end-users match the metadata that drove the business process or were created during the process.

Describe flow: Describe metadata flow with the statistical and business processes (alongside the data flow and business logic).

Capture at source: Capture metadata at their source, preferably automatically as a by-product of other processes.

Exchange and use: Exchange metadata and use them for informing both computer based processes and human interpretation. The infrastructure for exchange of data and associated metadata should be based on loosely coupled components, with a choice of standard exchange languages, such as XML

Quality Management

ISO 9000-2005 standard: "The degree to which a set of inherent characteristics fulfils requirements"

Prevent errors in data entry

Timeliness of results

http://unstats.un.org/unsd/dnss/QualityNQAF/nqaf.aspx