

UNITED NATIONS
ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC
STATISTICAL INSTITUTE FOR ASIA AND THE PACIFIC (SIAP)

**Second Meeting of the Network for the Coordination of Statistical Training in Asia
and the Pacific**

4 March 2016

Chiba, Japan

**SUB-GROUP ON AGRICULTURAL STATISTICS UNDER THE NETWORK FOR
THE COORDINATION OF STATISTICAL TRAINING IN THE ASIA AND
PACIFIC REGION**

DRAFT TERMS OF REFERENCE

I. BACKGROUND

1. The ESCAP Committee on Statistics (the Committee) at its third session in December 2012 endorsed the objectives, strategy and mechanisms for improving regional coordination of statistical training as proposed by the Working Group on the Regional Coordination of Statistical Training (WG-RCST), which was established by the Committee at its second session.
2. The Committee decided to establish a Network for the coordination of statistical training in the Asia-Pacific region (henceforth referred to as the Network), with the Statistical Institute for Asia and the Pacific (SIAP) as its secretariat. The Committee requested its Bureau to finalize the terms of reference and constitute the group.
3. In April 2014, SIAP convened the Organizational Meeting of the Network. One of the outcomes of the meeting was creation of a *Sub-Group* within the Network on agriculture

statistics as a priority area to support implementation of the training component of the Asia-Pacific regional action plan (RAP) to improve agriculture and rural statistics.

II. ROLE AND KEY FUNCTIONS

4. The overall responsibility of the Sub-group on Agriculture Statistics is to support the Network in the development of training and capacity building activities within the framework of the RAP training component.
5. Specifically, the sub-group shall have the following key functions
 - (a) Develop specific guidelines and tools to support training of trainers for the agricultural and rural statistics;
 - (b) Facilitate development of training needs assessment (TNA) tools to support member states in identifying capacity and training gaps specific to agricultural and rural statistics;
 - (c) Apply the TNA tools for periodical review of the capacity of national statistical systems (NSSs) in the region to produce the minimum core set data as identified in the RAP.
 - (d) Propose training activities under the RAP training components to fill the gaps identified by training needs assessments;
 - (e) Identify solutions and strategies that will strengthen the capacity of member countries to produce high quality and timely agricultural and rural statistics.
6. The initial focus of the sub-group shall be supporting the following mechanisms of the Network;
 - (a) Upon formation of the sub-group, support the implementation of priority training programmes related to agriculture and rural statistics as identified by RAP;
 - (b) Develop its work programme with associated activities;
 - (c) Take leadership in the sharing of information relating to training events and programmes that support skills development in line with country specific needs using the RAP training component;

III. COMPOSITION

7. The Sub-Group shall be composed of:

(a) Heads of statistical training institutions of ESCAP member and associate member States with requisite statistical training facilities or active training programmes on official statistics that cater to both national (internal) and foreign (external) clients

(b) Representatives of ESCAP member States especially priority countries of the Regional Action Plan (RAP) regional and international organizations, and sub-regional cooperation entities that deliver training relevant to agricultural and rural statistics or provide substantive donor resource support to statistical training activities in the Asia-Pacific region;

(c) Senior agricultural experts of ESCAP member and associate member States involved in the production and use of agricultural and rural statistics from statistical units of Departments of Agriculture;

(d) The Chair or Co-Chair of the Partners for Statistics Development in and Asia and the Pacific Group.

IV. SELECTION OF MEMBERS

8. The Network shall decide on the membership of the sub-group on the basis of nominations put forward;

9. The Secretariat of the Network, SIAP shall issue invitations to all member and associate member States falling under (7a) and (7b), institutions that are leading providers and supporters of training on official statistics falling under (7b). With the guidance of the Chair for the Network, the Secretariat shall make the final determination of the sub-group;

10. Members serving in the sub-group represent their institutions or countries and do not participate in their individual capacity and may be replaced by their countries in consultation with the Chair and the Secretariat;

11. Members serving in the sub-group are expected to have expertise in agricultural statistics or experience in developing curriculum for training related to agricultural statistics;
12. Members of the sub-group are expected to serve a term of two years.

V. FUNCTIONING OF THE SUB-GROUP

13. The sub-group shall select its own chair to lead its work. The Chair of the Sub-Group will take leadership in developing the work program in line with the Terms of Reference and in Consultation with the Chair of the Network;
14. The sub-group shall conduct discussions mainly through e-mails and periodically hold face to face meetings in line with its work programme;
15. For special or specific tasks, the sub-group may invite participation of national and international experts to participate and contribute to its activities as defined by the Terms of Reference;
16. The members of the Sub-Group will not be paid by the United Nations. Membership to the Sub-Group does not make the individual a staff member of the United Nations and thus not entitled to the privileges and immunities accorded to staff members of the United Nations.

VI. SECRETARIAT

17. The Sub-group will decide the institution or country that will act as its secretariat.
18. In this capacity, SIAP will:
 - (a) Provide secretariat support to the Chair in organising meetings;
 - (b) Facilitate information sharing on statistical training and related activities pertaining to agricultural and rural statistics through its website and maintenance of database;
 - (c) Provide secretariat support in the implementation of the activities of the Network.

VII. REPORTING

19. The Sub-Group shall report to the Chair of the Network through a regular item on the agenda of the Network meetings.

VIII. TIMEFRAME

20. The Network will review the terms of reference and the work of the Sub-Group, and decide on the direction and priorities of its future work.