

**UNITED NATIONS STATISTICAL COMMISSION and
ECONOMIC COMMISSION FOR EUROPE**

**EUROPEAN COMMISSION STATISTICAL
OFFICE OF THE EUROPEAN
COMMUNITIES (EUROSTAT)**

CONFERENCE OF EUROPEAN STATISTICIANS

**ORGANISATION FOR ECONOMIC
COOPERATION AND DEVELOPMENT
(OECD)**

Joint UNECE/Eurostat/OECD Meeting of Directors of Social Statistics
(Luxembourg, 29-30 September 2005)

INFORMATION NOTICE No. 1

The meeting will be held at Eurostat on 29-30 September 2005.
The meeting will start at 2:00 p.m. on Thursday, 29 September 2005.

I. PURPOSE OF THE MEETING

The objective of the meeting is to initiate in the region a work programme addressed to Directors of Social Statistics with the purpose of developing common survey modules and discuss issues related to methodologies and definitions associated with the measurement of emerging social issues. This first meeting of ECE Directors of Social Statistics will have the purpose of:

- Defining the content and the purpose of a work plan on social statistics in the ECE region
- Identifying areas where common survey modules could be developed in the ECE region
- Initiating the work on defining common approaches to the measurement of new forms of households and family formations

II. AGENDA OF THE MEETING

29 September (afternoon) – Session 1

The objective of the session is to provide an overview of the problems related to the measurement of new forms of households and family formations and to identify key areas of work for a common approach. At the end of the session it is expected to have a list of fundamental problems related to definitional and methodological issues and a broad ideas on how the group could move forward on this topic.

Invited papers

- Two papers will present an overview of issues related to the measurement of new forms of households. Examples of these issues are: definitions, measurement (new forms of households change the frames for data collection? How to capture households whose members “live apart-together”), cognition, gaps in the current data collection.

- One paper will present the current situation in the ECE region (Eurostat/ECE). Issues to be covered are: an overview of the current efforts underway in the region (Census Recommendations, Task Force on family and households, common EU survey programmes)

30 September (morning) Session 2

The objective of this session is to discuss the possibility of developing common survey modules to measure new forms of households and to develop a plan to draft such modules.

Invited paper

- One paper with a proposal for a draft module

30 September (afternoon) Session 3

The objective of this session is to define the programme and the structure for the future work of the ECE directors of social statistics.

Invited paper

- One paper by the Organizing Committee with a proposal on the structure and content of future work on social statistics

The annotated agenda will be posted as soon as it will be available, on the web page of the meeting at the following address <http://www.unece.org/stats/documents/2005.09.social.htm>.

III. PARTICIPATION, ACCREDITATION AND REGISTRATION

Representatives of all Member States of the United Nations and of interested intergovernmental organizations are welcome to participate in the meeting. Participants representing non-governmental organizations in a consultative status with the United Nations Economic and Social Council may also attend. All participants must be accredited by the competent authorities of their country or international organization.

All participants attending the meeting are requested to have a valid passport and, if required, a visa. Applications for visas should be made as soon as possible to the Embassy of Luxembourg in the country in which the participants reside, with a reference to the Joint UNECE/Eurostat/OECD Meeting of Directors of Social Statistics.

The statistical offices and international organizations are asked **to inform the UNECE secretariat before 1 August 2005** whether their organization intends to participate at the meeting and/or submit a contribution. Please indicate the topic to which the paper will refer as well as *participant(s) name(s) and their contact data*.

Participants are requested to fill in the attached **registration form** and send it to both the UNECE secretariat by fax (+41 22 917 0040) and Eurostat by fax (+352 4301 35 409) **by 1 September 2005** at the latest so that it may be processed well in advance of the meeting. The information will be used to register participants with the Security Office of Eurostat to obtain ID badges from Security offices

In order to enter the Eurostat premises where the meeting is being held, all participants need to obtain a security pass (ID badge). For this purpose, please present yourself with your passport at the reception of the Bech building by 1:45 p.m. at the latest on Thursday, 29 September 2005.

The plan of the location of the venue of the meeting is attached to this Information Notice in Annex 1.

IV. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES

The working languages of the meeting will be English. The documentation will be in English only. The following deadlines and requirements apply:

- Participants in the seminar who would like to submit a supporting paper should inform the UNECE secretariat of their intention by sending an email message (mijidgombo.oyunjargal@unece.org) by **1 August 2005** at the latest. The message should include a short abstract (approximately half a page) of the paper.
- The full versions of papers, *not exceeding 10 pages in length (including tables, references, annexes, etc.)*, should be sent to the UNECE secretariat by **5 September 2005** at the latest. They can be submitted in English only.
- Papers should be submitted in MS Word format (via e-mail, diskette or CD-ROM) to Ms. Mijidgombo Oyunjargal (mijidgombo.oyunjargal@unece.org).

The Organizing Committee has asked selected countries to prepare invited papers and appointed discussants to lead the discussion on individual agenda items. All other participants are welcome to submit a **supporting paper** to any topic of the agenda. The supporting papers will be distributed to the delegates via the Meeting's website.

The UNECE secretariat will make sure that all invited and supporting papers will be made available on the UNECE web site at the following address <http://www.unece.org/stats/documents/2005.09.social.htm>.

Authors of invited papers will have about 20 minutes per paper for the presentation. Authors of supporting papers may be given (time permitting) about 5 minutes to highlight main issues raised in their papers. Presenters may use PowerPoint presentations, Adobe Acrobat full screen presentations or A4/letter transparencies. UNECE Secretariat cannot provide translation of the presentations.

- PowerPoint and Adobe presentations should be sent to the UNECE Secretariat and Eurostat by **20 September 2005** at the latest, so that these can be copied onto cd-rom for use during the meeting.
- The UNECE Secretariat will post the presentations on the website after the meeting. Therefore, the files should follow strict naming conventions; NName.ppt or NName.pdf, where NN is the number of the paper and name is the name of the author.

All invited and supporting papers along with their summaries will be made available on the UNECE web site at the following address <http://www.unece.org/stats/documents/2005.09.social.htm>.

Delegates are encouraged to download the papers from the website and bring their own copies to the meeting. Documents posted on the website before the meeting will not be distributed in the conference room.

V. ACCOMMODATION

Participants are requested to make their own hotel reservations. In order to assist them in organizing their accommodation, Eurostat provides a list of hotels (in annex).

VI. INFORMATION AND CORRESPONDANCE

All queries concerning the meeting should be addressed to:

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