

First meeting of the 2009/2010 Bureau
Washington, D.C., 15-16 October 2009

Item 3(h) of the Provisional
Agenda

**TERMS OF REFERENCE FOR THE TASK FORCE
ON IMPROVING MIGRATION AND MIGRANT DATA
USING HOUSEHOLD SURVEYS AND OTHER SOURCES
(also known as “Suitland Working Group”)**

Note prepared by the UNECE secretariat

I. BACKGROUND

1. On 15-16 January 2008, the U.S. Census Bureau, UNECE and the World Bank convened an expert group meeting to discuss the contributions household surveys can make to the measurement of migration and remittances. The U.S. Census Bureau hosted this meeting at its headquarters, located in Suitland, Maryland, outside Washington, D.C. The meeting was organized under the framework of the Conference of European Statisticians (CES) Work Plan on Improving International Migration Statistics¹, promoted by the CES Steering Group on Migration, which is chaired by the United States.

2. Based on the presentations and discussions during the first meeting in Suitland², participants agreed that further work was needed in a more formalized institutional setting at the international level to improve the quality and availability of data on remittances and migration and to better harmonize current international, regional, and national initiatives for household surveys in this area. Participants proposed to create a task force to be chaired by the United States that would operate under the auspices and guidance of CES.

3. Participants in the Joint UNECE/Eurostat Work Session on Migration Statistics held on 3-5 March 2008 in Geneva expressed support for the establishment of a task force on migration and remittances. However, they encouraged the organizers to broaden its scope and place greater emphasis on the use of household surveys to measure a wider range of migration-related topics, not just remittances. These discussions led to a change in focus for the task force and the proposal to create the “Suitland Working Group”.

4. On 16-17 March 2009, the Suitland Working Group held its first meeting entitled “*Using Household Surveys to Measure Migration and the Size, Distribution, and Characteristics of Migrant Populations*” at the U.S. Census Bureau headquarters in Suitland. This meeting was coordinated by representatives from the U.S. Census Bureau, the United Nations Economic Commission for Europe (UNECE), Eurostat, the United Nations Population Division, and the Office for National Statistics (United Kingdom). The

¹ See doc. ECE/CES/BUR/2005/13 available at:

http://www.unece.org/stats/documents/13_WorkplanMigration.pdf

² Papers and presentations are available at : http://www.unece.org/stats/documents/2008.01_migration.htm

meeting defined the objectives and goals of the Suitland Working Group, and proposed a work plan including seven projects to be tentatively carried out by the group³.

5. During the meetings mentioned above, it was proposed that the Suitland Working Group would operate under the umbrella of the CES Work Plan to Improve International Migration Statistics and that the United States would act as chair. The Group developed the present Terms of Reference to be reviewed by the Bureau of the Conference of European Statisticians planned in Washington on 15-16 October 2009.

II. OBJECTIVES OF THE TASK FORCE

6. The primary objective of the Task Force is to improve the use of household surveys to measure migration. To achieve this objective, the Task Force will produce a series of products that provide various agencies (e.g. national statistical agencies, international organizations, NGOs, universities, etc.) in both developed and developing countries with practical guidance on how to best use household surveys – possibly combined with other sources – to measure levels and outcomes of international migration and the characteristics of migrant populations. The Task Force will focus its efforts on:

(a) Facilitating international collaboration and consolidating existing knowledge through forums such as conferences and the coordination and monitoring of research projects;

(b) Developing a research agenda focusing on methodological issues where no clear guidance exists;

(c) Creating products (e.g. handbooks on best practices, questionnaire modules, white papers, technical reports, literature reviews, guidelines/standards, web sites, etc.) accessible to the widest audience possible.

III. PLANNED ACTIVITIES

7. The Task Force is planning to conduct the following seven projects (subject to availability of resources):

(a) Literature review of methodologies used to estimate emigration;

(b) Website repository of household survey questionnaires for collecting data on migration and migrant populations;

(c) Linking registers and other sources of administrative data with surveys to provide socioeconomic information on migrants;

(d) Module on migration and remittances to be included in nationally representative household surveys;

(e) Categories, definitions, and the importance of hard-to-count migrant populations;

³ See the conference report available at :
<http://www.unece.org/stats/documents/ece/ces/ge.10/2009/zip.3.e.pdf>

- (f) Data quality issues for migrant estimates in surveys;
- (g) Sampling frame and sample design issues for measuring migrant populations.

8. Detailed information on each of these projects, including summary description, goals and objectives, planned outputs, expected time to completion and resources, are presented in pages 7-13 of Annex 1.

IV. TIME-TABLE FOR ACTIVITIES

9. The time frame for each of the projects listed above is specified in Annex 1. Overall, the Task Force expects to complete its activities by spring 2011.

V. METHODS OF WORK

10. The Task Force and the groups of experts working on the different projects are expected to work mainly through e-mail and telephone conferences. A general meeting of the Task Force is planned tentatively for Spring 2011 to discuss the final results of the projects. In addition, informal meetings could be organised on the occasion of events attended by the majority of the Task Force members (including for instance the Joint UNECE-Eurostat meeting on migration statistics planned in Geneva on 14-16 April 2010).

VI. MEMBERSHIP OF THE TASK FORCE

11. The following countries and International Organizations expressed their intention to participate and contribute to the work of the Task Force: United States (Chair), Italy, Lithuania, Spain, United Kingdom, International Centre for Migration Policy Development (ICMPD), Eurostat, EU Fundamental Rights Agency, UNECE, United Nations Population Division, UNFPA, World Bank.

ANNEX 1
REPORT OF THE
MEETING ON USING HOUSEHOLD SURVEYS TO MEASURE MIGRATION
AND THE SIZE, DISTRIBUTION AND CHARACTERISTICS OF MIGRANT
POPULATIONS

I. INTRODUCTION

1. On March 16-17, 2009, the Suitland Working Group held its first meeting entitled *Using Household Surveys to Measure Migration and the Size, Distribution, and Characteristics of Migrant Populations* at the U.S. Census Bureau headquarters in Suitland, Maryland, outside of Washington, D.C. This meeting was coordinated by representatives from the U.S. Census Bureau, the United Nations Economic Commission for Europe (UNECE), Eurostat, the United Nations Population Division, and the Office for National Statistics (United Kingdom). It represents an outgrowth of two earlier conferences: the Expert Group Meeting on the Contribution of Household Surveys to Measuring Remittances, held in January 2008; and the joint UNECE/Eurostat Work Session on Migration Statistics, organized in collaboration with UNFPA, held in March 2008.

II. BACKGROUND

2. On January 15-16, 2008, the U.S. Census Bureau, UNECE, and the World Bank convened an expert group meeting to discuss the contributions household surveys can make to the measurement of migration and remittances. The U.S. Census Bureau hosted this meeting at its headquarters, located in Suitland, Maryland, outside Washington, D.C. The meeting was organized under the framework of the Conference of European Statisticians (CES) Work Plan on Improving International Migration Statistics, promoted by the CES Steering Group on Migration, which is chaired by the United States.

3. Based on the presentations and discussions during the meeting in Suitland, participants agreed that further work was needed in a more formalized institutional setting at the international level to improve the quality and availability of data on remittances and migration and to better harmonize current international, regional, and national initiatives for household surveys in this area. Participants proposed to create a task force to be chaired by the United States that would operate under the auspices and guidance of CES.

4. In response to a presentation given by the United States at the joint UNECE/Eurostat Work Session on Migration Statistics held on March 3-5, 2008 in Geneva, Switzerland, participants expressed support for the establishment of a task force on migration and remittances. However, they encouraged the organizers to broaden its scope and place greater emphasis on the use of household surveys to measure a wider range of migration-related topics, not just remittances. These discussions led to a change in focus for the task force and the creation of the Suitland Working Group. During these meetings, it was decided that the Suitland Working Group would operate under the umbrella of the CES Work Plan to Improve International Migration Statistics and that the United States would act as chair and host the first meeting.

III. OBJECTIVES OF THE SUITLAND WORKING GROUP

5. The primary objective of the Suitland Working Group is to improve the use of household surveys to measure migration. To achieve this objective, the Working Group will produce a series of products that provide various agencies (e.g., national statistical agencies, international organizations, NGOs, universities, etc.) in both developed and developing countries with practical guidance on how to best use household surveys – possibly combined with other sources – to measure levels and outcomes of international migration and the characteristics of migrant populations. The Working Group will focus its efforts on:

- (a) Facilitating international collaboration and the consolidation of existing knowledge, through forums such as conferences and the coordination and monitoring of research projects;
- (b) Developing a research agenda focusing on methodological issues where no clear guidance exists; and
- (c) Creating products (e.g., handbooks on best practices, questionnaire modules, white papers, technical reports, literature reviews, guidelines/standards, web sites, etc.) accessible to the widest audience possible.

IV. ORGANIZATION OF THE MEETING

6. The goals of the first Suitland Working Group meeting included:

- (a) Reviewing the most relevant uses of and the methodological issues associated with using household surveys and possibly other sources to measure migration and its impacts as well as the size, distribution, and characteristics of migrant populations;
- (b) Defining topics to be addressed by the group and setting research priorities; and
- (c) Completing a work plan outlining various projects in several key areas, including goals/objectives, outputs, timelines, and resources.

7. Participation in the Suitland Working Group was by invitation only. Participants included experts from national statistical offices and related institutions, representatives of international and supranational organizations, and academics and other experts invited by the meeting organizers. See Appendix A for the names and organizational affiliations of the participants.

8. The meeting was structured around four “break out” groups, where approximately 6 to 8 participants discussed a particular topic, generated ideas for projects, defined priority projects, and drafted an initial topic work plan. The four topics included:

- (a) Topic 1: Using Household Surveys to Estimate Migration Flows and the Size and Demographic Characteristics of Migrant Populations;
- (b) Topic 2: Using Household Surveys to Estimate Social and Economic Characteristics of Migrant Populations and Migrant Integration and Inclusion;

(c) Topic 3: Using Household Surveys to Measure the Impact of International Migration on Development with Special Emphasis on Countries of Origin;

(d) Topic 4: Using Household Surveys to Measure Hard-to-Count Migrant Populations;

(e) Appendix B summarizes each topic and lists the chairs, participants, and rapporteurs assigned to each group.

A. Break Out Session 1: Discussion of Topic and Development of Initial Project List

9. During the first break out session, participants began by broadly defining their topic to ensure a common understanding of the subject matter to be discussed. Participants discussed those areas where products (e.g., white papers, questionnaire modules, handbooks, etc.) could be developed to improve the general knowledge of the advantages and limitations associated with using household survey data to analyze their topic. From this discussion, the participants generated an initial list of projects. Each potential project was then assessed, considering its overall importance, feasibility, cost, and time to complete, among other factors, and a short description of each project was written. See Appendix C for the list of initial projects developed by each working group during break out session 1.

B. Break Out Session 2: Finalizing Topic Work Plan

10. During the second break out session, participants began by reviewing the list of prioritized projects developed during break out session 1. The projects were again assessed, comparing each according to their relative importance, feasibility, cost and time to complete. From this assessment, the participants of each break out group chose two to four final projects. For each of these final projects, the participants drafted a one to two paragraph description outlining the scope, objective, and output as well as estimated time to complete. A summary paragraph discussing the topic was also written. These paragraphs were combined into an initial draft work plan for each topic.

C. Development of Final Conference Work Plan

11. After the break out sessions, participants from the four working groups reconvened to discuss the drafted work plans. The chairs of each working group presented the drafted work plans for their topics and all participants discussed and provided comments, which were incorporated into the final draft work plan. The initial draft work plans for each topic and the supplementary information generated during the presentations were combined into the final draft work plan. Overall, 13 possible projects were presented for consideration.

12. The conference coordinators, session chairs, and rapporteurs reconvened after the adjournment of the main meeting to finalize the work plan. Each of the 13 suggested projects was reviewed and discussed. Several of the projects were combined into larger projects, as their goals and objectives were very similar. This resulted in the following seven projects:

(a) Literature Review of Methodologies Used to Estimate Emigration;

(b) Website Repository of Household Survey Questionnaires for Collecting Data on Migration and Migrant Populations;

- (c) Linking Registers and Other Sources of Administrative Data with Surveys to Provide Socioeconomic Information on Migrants;
- (d) Module on Migration and Remittances to Be Included in Nationally Representative Household Surveys;
- (e) Categories, Definitions, and the Importance of Hard-to-Count Migrant Populations;
- (f) Data Quality Issues for Migrant Estimates in Surveys;
- (g) Sampling Frame and Sample Design Issues for Measuring Migrant Populations.

V. FINAL WORK PLAN

13. The following tables provide summaries of the projects included in the final conference work plan.

PROJECT 1: LITERATURE REVIEW ON EMIGRATION METHODOLOGY	
Project title:	Literature Review of Methodologies Used to Estimate Emigration
Brief summary: What problem is to be solved? Why is it important?	A single source, such as a handbook, describing methodologies used to estimate emigration does not exist. Developing such a resource could help statistical offices improve their own methodologies and estimates of emigration.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	To provide a summary and critical analysis of different methodologies used to estimate emigration.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Complete literature review of methodologies used 2. Recruit analysts to find, translate emigration literature written in languages other than English 3. Complete interviews with methodologists of governments, academic institutions, agencies 4. Write report, including a critical analysis of methodologies used, a discussion of data sources and, if possible, suggested guidelines
Outputs: What products will be produced?	Handbook or reference manual to be published on a website of a statistical or international agency.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	12 to 18 months
Resources: <i>What resources are needed to complete each objective/output?</i>	Analysts to research, find resources, translate, write report; support of analysts' agencies.
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Finding analysts in national statistical offices, international organizations, universities, and other agencies who specialize in estimating emigration; cooperation from national statistical offices/international agencies; possible confidentiality and sensitivity issues; accessing and translating the literature in languages other than English.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group to assign project coordinator responsibilities and monitor progress of report. Project coordinator to develop project proposal, recruit research analysts, coordinate the identification of government and non-government specialists, act as primary author, and monitor progress of project.

PROJECT 2: QUESTIONNAIRE REPOSITORY PROJECT	
Project title:	Website Repository of Household Survey Questionnaires for Collecting Data on Migration and Migrant Populations
Brief summary: What problem is to be solved? Why is it important?	Information on existing migration surveys used by governments and international organizations is scattered and uncoordinated, and a central repository of questions to be used to collect data on migration, the characteristics of migrant populations, and other migration-related topics, such as remittances, does not exist.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	To create a central website for existing census and survey questionnaires developed by national statistical offices and international agencies. The repository will help countries develop their own migration modules and encourage the development and use of core questions and comparable indicators.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Find host willing to sponsor and maintain/update website 2. Designate project manager and create research team 3. Review existing resources (e.g., ICMPD questionnaire bank, EU Labor Force Survey questionnaires, IPUMS International questionnaire bank, Migration DRC, OECD, UNECE, World Bank International Household Survey Network, UNSD, etc.) 4. Gather information (e.g., links to surveys/questionnaires) organize on website 5. After repository is established, a possible second phase of project could be to organize sub-teams to develop core questionnaire modules using the collected resources
Outputs: What products will be produced?	Website with questionnaires and other relevant information.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	6 months to 1 year.
Resources: <i>What resources are needed to complete each objective/output?</i>	Sponsorship by organization to host website; analysts to research, find resources; support of analysts' agencies.
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Finding a host to sponsor, provide continual support for website; need to update website; accessing/translating questionnaires from/to different languages; copyright issues, if they exist; cooperation from national statistical offices/international agencies.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group to assign project coordinator responsibilities and monitor progress of project. Project coordinator to develop project proposal, approach potential sponsors, recruit research analysts, assist with the identification and coordination of on-line survey questionnaire resources, liaise with website sponsor, and monitor progress of project.

PROJECT 3: MATCHING ADMINISTRATIVE AND SURVEY DATA	
Project title:	Linking Registers and Other Sources of Administrative Data with Surveys to Provide Socioeconomic Information on Migrants
Brief summary: What problem is to be solved? Why is it important?	This report will provide an extensive review of data collection and matching systems to provide socio-economic information on migrants that may not be available from un-linked data sources. Linkage of survey and administrative sources potentially enhances the availability of data without incurring excessive additional costs or delays. Issues to be addressed include: gaining access to administrative data, protection of confidentiality, conceptual integration, and overcoming legislative and methodological constraints. In addition to administrative sources directly related to migration (population registers, residence permit databases, etc.), attention should also be given to the linkage of survey data to data from other administrative systems - for example, education, employment, or health care systems.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	To promote the use and added value of linking administrative and survey data. To provide statistical agencies with examples and recommendations on how to overcome potential methodological and procedural barriers to the implementation of data linking.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Assign a project coordinator and identify relevant experts 2. Refine scope, time frame, deliverables, etc. 3. Gather and collate relevant information and examples 4. Preparation of inventory, report, and recommendations
Outputs: What products will be produced?	Inventory and methodological report with recommendations, including best practices.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	1 year
Resources: <i>What resources are needed to complete each objective/output?</i>	Project coordinator and input from at least three other persons (ideally, some of the contributors should be from administrative agencies).
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Cooperation between agencies – including administrative agencies that may be less open to international statistical cooperation; negotiating access to methodological information; identifying all relevant examples of linking survey and administrative data.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group to assign project coordinator responsibilities and monitor progress. Project coordinator to develop project plans, contact potential contributors, assist with and coordinate collection of relevant information, liaise with other relevant agencies, contribute to the inventory and reports.

PROJECT 4: MIGRATION AND REMITTANCES QUESTION MODULE	
Project title:	Module on Migration and Remittances to Be Included in Nationally Representative Household Surveys
Brief summary: What problem is to be solved? Why is it important?	Lack of comparable information on migration levels, migrant characteristics, and the impact of migration and remittances on development across developing countries. Migration can be an important driver of development in sending and receiving countries.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	Develop a survey module on migration and remittances to attach to existing household surveys that would standardize definitions, questions, tabulations, etc. To collect comparable information across countries.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Scoping (define the boundaries) 2. Development of methodologies 3. Pilot testing (different countries and contexts) 4. Expert review 5. Publication
Outputs: What products will be produced?	<ol style="list-style-type: none"> 1. A core survey module on migration and development that can be applied to different country situations. 2. Handbook (background and justification for questions, guidelines for field implementation, tabulations, coding, editing)
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	18 months, including drafting (3 months), testing (12 months), and review and publication (3 months).
Resources: <i>What resources are needed to complete each objective/output?</i>	Staffing (devising the module, preparing handbook, background, etc.) – one person year; field testing – estimate \$100,000 per country for both pilot testing and actual implementation; review meeting; travel; publication
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	No way to enforce the use of the module (some countries may not use it).
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group to assign project coordinator responsibilities and monitor progress. Project coordinator to approach potential donors, develop project proposal, and identify executing agency or consultants.

PROJECT 5: DEFINING HARD-TO-COUNT POPULATIONS	
Project title:	<i>Categories, Definitions, and the Importance of Hard-to-Count Migrant Populations</i>
Brief summary: What problem is to be solved? Why is it important?	Overview of categories and definitions of the hard-to-count migrant population, as well as of factors that influence importance of measuring hard-to-count migrant population in different countries. Also provide an overview of how residency rules are defined in different surveys and countries. Start with existing results of work already conducted by UNECE.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	<ol style="list-style-type: none"> 1. Comprehensive list of different categories of hard-to-count migrants and assessment of their relevance in the various countries/regions. 2. Comparison of definitions of hard-to-count migrants at national and international level, including residency rules. 3. Examination of factors that influence the data collection of hard-to-count migrant population in different countries.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Desk research: summarize differences in definitions. 2. Analyze inventory of definitions, sources, and methods to estimate hard-to-count migrant groups, working together with UNECE and possibly expanding to other non-UNECE countries. 3. Collect additional information on survey factors that influence data collection activities, possibly by sending new follow-up questionnaire to heads of statistical agencies. 4. Gathering of subject area experts at meetings or conferences, etc. to discuss issues
Outputs: What products will be produced?	Technical working paper to be published on website of statistical or international agency.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	18 months, including: review of UNECE research (9 months), collection of additional information including possibly new questionnaire (6 months), and writing final working paper (3 months).
Resources: <i>What resources are needed to complete each objective/output?</i>	At least 1 fulltime researcher or 2 part-time researchers; support from various agencies – academic as well as governmental; coordination from an international agency (UNECE).
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Staffing; possibly send UNECE questionnaire to other countries, or additional questionnaire to UNECE countries; language issues, follow-up.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Main responsibility and coordination by UNECE – resources for research work to be provided by Italy (ISTAT) and possibly other countries or international organizations to be identified.

PROJECT 6: DATA QUALITY	
Project title:	Data Quality Issues for Migrant Estimates in Surveys
Brief summary: What problem is to be solved? Why is it important?	Inventory of the data quality issues in relation to measures of migrants in household surveys. For the different types of migrants (both 'regular' migrant estimates and migrants defined as 'hard-to-count') explore the data quality issues in line with the classic survey quality frameworks / total survey error components. Specific attention should be paid to coverage error and post-adjustment (sampling error) and language problems (measurement error). To include advice and inventory of best practices in improving the different types of survey error (e.g. improving response rates; overcoming language difficulties; questionnaire design; imputation; weighting and use of population controls).
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	To aid countries in better understanding the data quality issues and statistical limitations of the data sources they are using and what they are measuring. Provide guidelines for improvements.
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Analyze data sources and methods used by various countries. 2. For the different types of migrants, describe the data quality issues for each group against the standard total survey error framework.
Outputs: What products will be produced?	Technical working paper to be published on a website.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	18 months +
Resources: <i>What resources are needed to complete each objective/output?</i>	Analysts and agency support.
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Finding right contacts in government agencies and how long it would be to get information; sensitivity issues/disclosure of 'best practices'; project coordinator needs a good network and solid statistical background.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group will need to assign responsibility to willing project coordinator and monitor progress of report.

PROJECT 7: SAMPLING FRAMES / SAMPLE DESIGN	
Project title:	<i>Sampling Frame and Sample Design Issues for Measuring Migrant Populations</i>
Brief summary: What problem is to be solved? Why is it important?	Examination of sampling frame, sampling design, and sampling size issues for measuring (hard-to-count) migrant populations. Evaluation of register-based sampling, address-based sampling and area-based sampling, and comparative cost/benefit analysis. Evaluation of adequacy of frames for measuring hard-to-count migrant populations. Examination of various sampling techniques: oversampling, weighting, population controls, etc. To include: (1) issues of geographic concentration and relevant sampling strategies; (2) examination of strategies for qualitative sampling and how they can contribute to the establishment of sampling frames for quantitative sampling.
Goals/Objectives: <i>What are the solutions to the problem, broadly/generally speaking?</i>	<ol style="list-style-type: none"> 1. Research on sampling frame issues 2. Research on sample design issues 3. Research on post-sampling adjustment issues
Strategies/Steps: <i>What specific steps will it take for the goal(s) to be obtained?</i>	<ol style="list-style-type: none"> 1. Desk research and inventory of current practices 2. Gathering of subject area experts at meetings/workshops, etc. to discuss issues and best practices
Outputs: What products will be produced?	Technical working paper to be published on website of statistical or international agency.
Time to completion: <i>What is the estimated time to complete each objective/output?</i>	9 to 12 months
Resources: <i>What resources are needed to complete each objective/output?</i>	Expert researchers on subject area(s) – for example, American Statistical Association (ASA); support from various agencies.
Constraints: <i>Are there issues that need to be overcome to achieve the objectives?</i>	Staffing; funding.
Responsibility/Action Items: What steps need to be taken and by whom to achieve the project goals?	Suitland Working Group to assign project coordinator responsibilities and monitor progress. Dependent on what agencies decide to support project – could be done well by a statistical institute or similar agency, or academic.

VI. NEXT STEPS

14. The coordinators of the Suitland Working Group will work to find analysts willing to act as leads for each of the seven research projects. As chair of the Working Group, the United States will work with the project leads to monitor progress and completion of the projects.

ANNEX 2
List of Conference Coordinators and Participants

Conference Coordinators

Victoria Velkoff, *U.S. Census Bureau*
Elizabeth Grieco, *U.S. Census Bureau*
Roeland Beerten, *Office for National Statistics (United Kingdom)*
Bela Hovy, *United Nations*
David Thorogood, *Eurostat*
Paolo Valente, *UNECE*

List of Participants

Richard H. Adams, Jr., *World Bank*
Dalia Ambrozatiene, *Statistics Lithuania*
David Armstrong, *U.S. Census Bureau*
Lara Badre, *Central Administration of Statistics (Lebanon)*
Elisa Benes, *ILO*
Roeland Beerten, *Office for National Statistics (United Kingdom)*
Renuka Bhaskar, *U.S. Census Bureau*
Bouchra Bouziani, *HCP / Direction de la Statistique (Morocco)*
Monica Boyd, *University of Toronto*
Tammany Burden, *U.S. Census Bureau*
Victor Alfredo Bustos, *INEGI (Mexico)*
Giambattista Cantisani, *MEDSTAT-II Programme*
Gero Carletto, *World Bank*
Winifred Colon, *U.S. Census Bureau*
Jeronimo Cortina, *University of Houston*
Patricia de la Cruz, *U.S. Census Bureau*
David Dixon, *U.S. Census Bureau*
Ignacio Duque, *National Statistical Institute (Spain)*
Neil Fanton, *World Bank*
Juan Enrique Garcia, *CONAPO (Mexico)*
Victor Garcia, *CONAPO (Mexico)*
Joanna Goodey, *EU Fundamental Rights Agency*
Elizabeth Grieco, *U.S. Census Bureau*
Thomas Gryn, *U.S. Census Bureau*
Hermann Habermann, *Consultant*
Barbro Hexeberg, *World Bank*
Ahmad Hleilel, *Central Bureau of Statistics (Israel)*
Frederick Hollmann, *U.S. Census Bureau*
Bela Hovy, *United Nations*
Ingrid Ivins, *World Bank*
Sabrina Juran, *UNFPA*
Albert Kraler, *ICMPD*
Luke Larsen, *U.S. Census Bureau*
David Lindstrom, *Brown University*
Cassandra Logan, *U.S. Census Bureau*
Jeffrey Passel, *Pew Hispanic Center*

J. Gregory Robinson, *U.S. Census Bureau*

Jason Schachter, *Contractor*

Melissa Scopilliti, *U.S. Census Bureau*

Edward Spar, *COPAFS*

David Thorogood, *Eurostat*

Enrico Tucci, *ISTAT (Italy)*

Paolo Valente, *UNECE*

Victoria Velkoff, *U.S. Census Bureau*

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