

CONFERENCE OF EUROPEAN STATISTICIANS

Approved

Meeting of the 2013/2014 Bureau  
Geneva (Switzerland), 28-29 January 2014

Item 2 (f) of the Provisional  
Agenda

**TEMPLATE FOR PAPERS PROVIDING BASIS  
FOR IN-DEPTH REVIEWS**

**Note prepared by the Secretariat**

*The Bureau asked the Secretariat to update the template for in-depth reviews of selected statistical areas to reflect their discussions in October 2013. The Bureau reviewed and approved the new template for papers providing the basis for in-depth reviews.*

**I. BACKGROUND**

1. The Bureau of the Conference of European Statisticians (CES) reviews each year selected statistical areas in depth. In February 2012, the Bureau endorsed the recommendations for the *Organization of the in-depth reviews of selected statistical areas*, approved by the CES plenary session as document ECE/CES/2012/5<sup>1</sup>.
2. In October 2013, the Bureau discussed the outcomes of in-depth reviews carried out in 2007-2013 and considered that the in-depth review process is of great value for the CES work as it leads to tangible results through identifying statistical gaps and areas for better coordination. The Bureau asked the Secretariat to update the template for the reviews. The template should help the authors of in-depth reviews to consider priorities for national statistical offices taking into account their limited resources and analysing the key user needs.
3. The purpose of the template for in-depth review papers is to facilitate the work of the authors of reviews, and to help focus the reviews on strategic issues and priorities for the Heads of statistical offices.
4. Annex I provides an updated version of the template for in-depth reviews showing revisions from the previous template in track changes.

<sup>1</sup> [www.uncece.org/fileadmin/DAM/stats/documents/ece/ces/2012/5-Organization\\_of\\_indepth\\_reviews.pdf](http://www.uncece.org/fileadmin/DAM/stats/documents/ece/ces/2012/5-Organization_of_indepth_reviews.pdf)

## **Annex 1. Template for the papers providing basis for the in-depth reviews by the CES Bureau<sup>2</sup>**

### **In-depth review of [statistical area]**

**Prepared by [country/organization]**

#### **I. Executive summary**

1. About 1 page summarizing the main findings.

#### **II. Introduction**

2. The introduction should include the aim of the review. The following text can be used:

“The Bureau of the Conference of European Statisticians (CES) regularly reviews selected statistical areas in depth. The aim of the reviews is to improve coordination of statistical activities in the UNECE region, identify gaps or duplication of work, and address emerging issues. The review focuses on strategic issues and highlights concerns of statistical offices of both a conceptual and a coordinating nature. The current paper provides the basis for the review by summarising the international statistical activities in the selected area, identifying issues and problems, and making recommendations on possible follow-up actions.

The CES Bureau selected [ topic ] for an in-depth review at its [ ... ] meeting. [Country/organization] was requested to prepare the paper providing the main basis for the review.”

#### **III. Scope/definition of the statistical area covered**

3. Define the scope/coverage of the statistical area under review.

#### **IV. Overview of international statistical activities in the area**

[International organization 1]

[International organization 2]

4. The section provides a brief overview of the past and ongoing activities of each international organization involved in the selected statistical area, making clear the specialisation and value added of each organization. The overview should indicate the main outcomes of work (standards, classifications, handbooks, manuals, recommendations, etc.). Other leading activities outside official statistics that have an impact on the statistical work can also be covered. The main focus of the in-depth review is on the UNECE region but key developments and actors from other regions may be covered.

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<sup>2</sup> The template should be viewed as a guideline. The structure of the paper may be adjusted depending on the nature of the topic under review.

## **V. [Country practices] - optional**

[ Country 1 ]

[ Country 2 ]

5. The section provides an overview of the work of selected countries in the statistical area under review. The authors of the paper may ask a few countries who have experience in the selected area to present their practices, problems and issues, etc. It is desirable to include countries with differing practices.

## **VI. [Impact of crises on the statistical area] - optional**

6. The Bureau has suggested that a section on impact of (financial) crisis should be introduced in future in-depth review papers. The section should cover how the crisis has affected the work of statistical offices/international organizations in the area, for example adjustments related to data production and dissemination, data holdings, methodologies, communication strategies, statistical programs, etc.

## **VII. Issues and challenges**

[ Issue 1 ]

[ Issue 2 ]

7. This section provides the most important information for the review. Main issues and problems in the area should be described, in particular in international statistical work. The issues should be considered from a strategic and future-oriented viewpoint. The paper may make a distinction between conceptual issues, measurement issues, managerial issues, etc. The in-depth review should pay particular attention to analysing user needs for statistics and synergies with related activities outside the statistical community.

## **VIII. Conclusions and recommendations**

8. Based on the conclusions from the overview of international work undertaken in the area and the related issues and challenges, the paper should finish with concrete recommendations and proposals to the Bureau on how to solve the identified problems. This section should prioritise the issues and propose actions taking into account the limited resources of statistical offices. The proposals can relate to e.g. setting up a Task Force to develop or update guidelines/recommendations, making an inventory of international activities in the area, improve sharing of information in the area (creating a knowledge-base, wiki), etc. The Bureau will consider the recommendations and decide on possible follow-up actions during the in-depth review discussion.

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