

ECE-UNODC Meeting on Crime Statistics  
(Geneva, 3-5 November 2004)

### **INFORMATION NOTICE FOR PARTICIPANTS**

The meeting will be held at the Palais des Nations, Geneva, on 3-5 November 2004.  
The meeting will start at 9:30 a.m. on Wednesday, 3 November 2004 and will finish on Friday at 5:30 p.m.

#### **I. PURPOSE OF THE MEETING**

The meeting has the following objectives:

- to identify priorities in crime statistics, with particular attention to the development of recommendations and priorities to advance work on measurement of crime in surveys
- to put together an agenda for future work to develop standards and guidelines for use by official statisticians, bearing in mind the "Manual for the Development of a System of Criminal Justice Statistics" published by the UN Statistics Division in 2003

Expected outcome of the meeting is the identification of a work programme on crime statistics for the ECE region

#### **II. AGENDA OF THE MEETING**

The work programme of the meeting will consist of the following substantive topics:

- National and International Demands for Crime Statistics;
- International Activities in the collection and dissemination of statistics;
- Victimization Surveys: An overview of methods used, methodological and implementation issues, areas where standards need to be developed;
- Examples of victim surveys implemented by national statistical offices in the region;

Explanatory notes to individual topics on the agenda are provided in section V of this Information Notice. The annotated agenda will be posted on the meeting website as soon as available.

#### **III. PARTICIPATION AND ACCREDITATION**

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 Switzerland in the country in which the participants reside, with a reference to the UNECE-UNODC Meeting on Crime Statistics. If necessary, the UNECE secretariat can provide a letter to facilitate obtaining a visa. This can be requested from the UNECE secretariat (fax: ++41 22 917 0040 or e-mail: [angela.me@unece.org](mailto:angela.me@unece.org) )

Representatives from national statistical offices and other government bodies as well as from international organizations who wish to participate should complete the registration form and return it to the UNECE secretariat. Detailed information on registration procedures are provided in Section VII. The registration form and the plan of the UN premises at Geneva are also attached to this Information Notice.

#### **IV. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES**

The working language of the meeting is English and translation and interpretation facilities will not be available. Therefore, the documents must be submitted in English only. The following deadlines and requirements apply:

- Interested national statistical offices and other government bodies should inform the UNECE secretariat of their intention to attend the meeting and to contribute a paper or make a presentation (indicating the topic) **by 20 September 2004**.
- A short abstract of the paper should also be sent to the UNECE secretariat **by 20 September 2004**.
- The full versions of papers, not exceeding 10 pages, should be sent to the UNECE secretariat **by 11 October 2004**.
- The UNECE secretariat is able to process documents submitted in MS Word and RTF formats. Exceptionally, a PDF file can be accepted, provided the formatting and numbering meets the requirements for this meeting (please contact the UNECE secretariat for further information).

For each substantive item on the agenda, the Organizers will invite 2-3 speakers to write and present an **invited paper**. All other participants are welcome to submit a **supporting paper** for any topic on the agenda. The supporting papers will be distributed to the delegates, and they will be summarized by the discussants.

Invited and supporting papers will be made available on the website of the UNECE secretariat at the following location:

<http://www.unece.org/stats/documents/2004.11.crime.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. EXPLANATORY NOTES TO THE AGENDA**

##### **(i) National and International Demands for Crime Statistics**

The first step in identifying priorities in data collection is looking at the demand for statistics. Representatives of users, from national ministries of Justice and Interior and from the European Union will discuss what are their needs in terms of statistics for policy formulation and monitoring.

##### **(ii) International activities in the collection and dissemination of crime statistics**

Many international organizations have been active in increasing the availability of crime data and its quality and to develop international guidelines and standards to better harmonize statistics from different countries. Within the International Crime Victimization Survey (ICVS) for example standard questionnaires have been developed and surveys have been carried out in many cities and countries in the world.

The session will review these international initiatives and the efforts of developing wide comparable crime and criminal justice statistics at European level. The objective will be to report on the achievements of these initiatives and to analyze how national statistical offices could build on in order to improve the standardization of methods in the region.

**(iii) Victimization surveys: an overview of methods used, methodological and implementation issues, areas where standards need to be developed**

This session will discuss approaches and issues related to the conduct of victimization surveys at the national and international level with a view to identifying priorities for the development of common standards, guidelines and future collaboration. The session will also provide a forum to discuss the contribution and comparability of population-based victimization estimates in the measurement of crime relative to state/police-recorded statistics.

**(iv) Examples of victim surveys implemented by national statistical offices in the region**

An increasing number of countries have implemented or are planning to implement victimization surveys. During this session few national statistical offices will present their experience with the view to analyze differences and communalities and to identify priority areas where standards needs to be developed.

**(v) Development of an agenda for future work**

A panel discussion will be held involving the discussants of the previous sessions. ECE-UNODC will prepare questions for the panelists to see if there is an agreement on the major issues that need to be tackled in order to improve the harmonization of crime statistics (and particularly victimization surveys) in the region. The final objective of the session is to identify priority areas for future work and to agree on a process where countries and international organizations could work to advance in this field.

## **VI. ACCOMMODATION AND TRAVEL ARRANGEMENTS**

Participants are requested to make their own hotel reservations. The ECE secretariat in Geneva is not in a position to provide such services to delegates. Participants are advised to book hotel accommodation well in advance of the meeting, since available rooms are limited because of other meetings taking place in Geneva in the same period. In order to assist them in organizing their accommodation, the UNECE secretariat provides a list of hotels on its website (<http://www.unece.org/stats/geneva.e.htm>). If difficulties are encountered, participants may contact their Permanent Mission in Geneva for assistance.

## **VII. REGISTRATION, SECURITY MEASURES AND ACCESS TO THE VENUE**

Please complete the attached Conference Registration Form and send it to the UNECE secretariat by fax (+4122 917 0040) or by e-mail to: [angela.me@unece.org](mailto:angela.me@unece.org) **by 11 October 2004** 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 UN Security Section and to obtain ID badges from Security offices. If you will be accompanied by your spouse, please complete a separate registration form for her/him.

In order to enter the Palais des Nations where the meeting is being held, all participants and accompanying spouses need to obtain a security pass (ID badge). For this purpose, please present yourself with your passport at the Villa Les Feuillantines (shown on the attached map) by 8:30 a.m. at the latest on Wednesday, 3 November 2004. The Security Identification Office is open Monday to Friday from 8.00 a.m. to 5.00 p.m. (non-stop). For identification and security reasons, delegates are requested to wear their security badges at all times while inside the Palais des Nations.

There are two gates that can be used by participants to enter the UN premises: the pedestrian passage at Place des Nations (tram 13, buses 5 and 8, stop Nations) and the Pregny Gate (Avenue de la Paix 14, buses 8 and 18, stop Appia). For security reasons, the Police can at any time temporarily close the Place des Nations gate. Participants may contact the Security Operations and Control Centre at 022 917 2902 to obtain the latest information relating to the security situation at the gates.

### **VIII. INFORMATION AND CORRESPONDANCE**

All queries concerning the meeting should be addressed to:

Ms. Angela Me  
Chief, Social and Demographic Statistics Section  
Statistical Division, UNECE  
Palais des Nations  
CH 1211 Geneva 10  
Switzerland

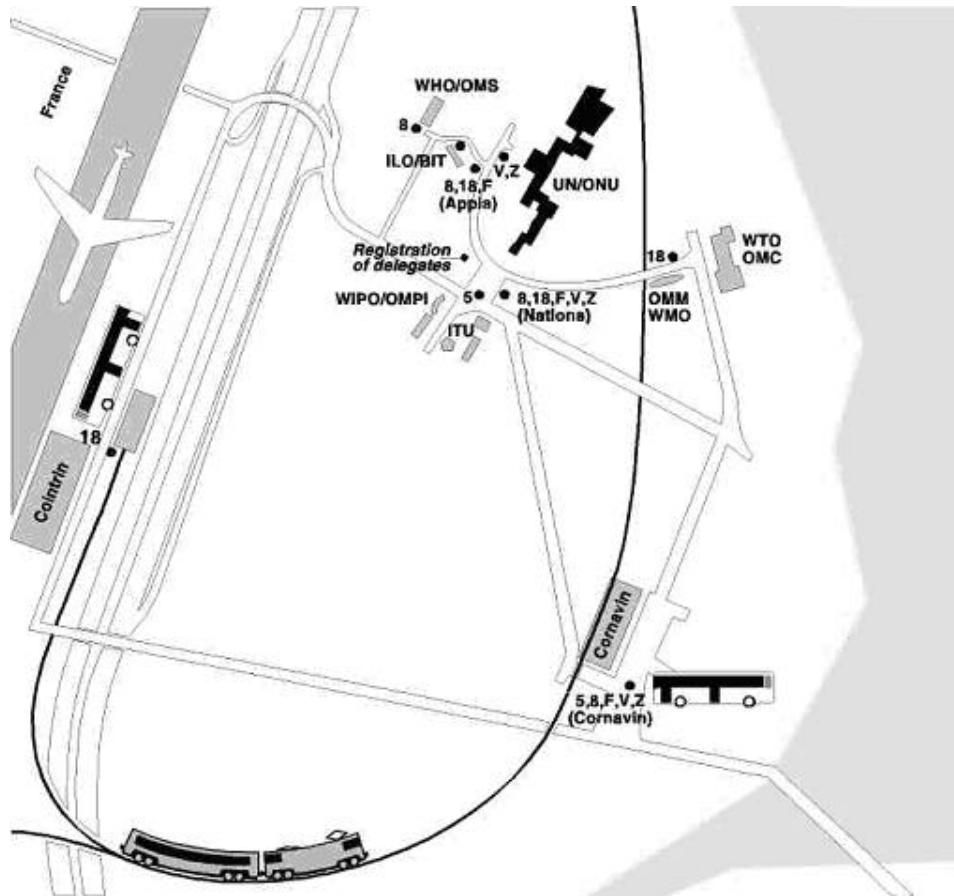
Tel: +41-22 917 16 66  
Fax: +41-22 917 00 40  
E-mail: [angela.me@unece.org](mailto:angela.me@unece.org)

or

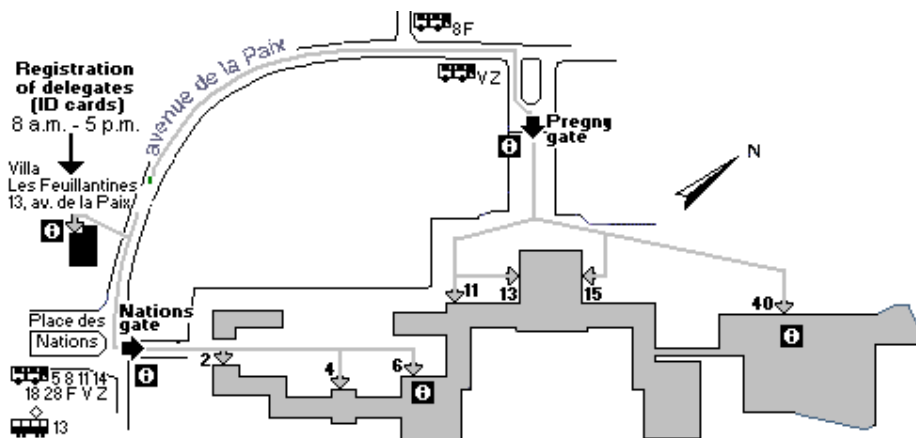
Anna Alvazzi del Frate  
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**How to find the UN building in Geneva:**



**Where to obtain the entry pass (Security Identification Office, Villa les Feuillantines, 13 avenue de la Paix):**



Entry for delegates with valid ground pass: “Place des Nations gate” and “Pregny gate”

Entry for visitors: “Pregny gate” only

Note: a valid photo ID is needed to obtain the ground pass and to gain the entry to the UN premises.



# UNITED NATIONS OFFICE AT GENEVA

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## Conference Registration

Date

Please fax this completed form to the Host Secretariat and BRING THIS ORIGINAL with you to Geneva.  
An additional form is required for spouses.

**Title of the Conference**

UNECE-UNDOC Meeting on Crime Statistics, 3 -5 November 2004

**Delegation/Participant of Country, Organisation or Agency**

**Participant**

**Family Name**

**First Name**

Mr.

Mrs.

Ms.

**Date Of Birth**

 /  / 

( DD/MM/YYYY )

**Participation Category**

<b>Head of Delegation Members</b> <input type="checkbox"/>	<b>Observer Organisation</b> <input type="checkbox"/>	<b>Participating From / Until</b>
<b>Delegation Member</b> <input type="checkbox"/>	<b>NGO (ECOSOC Accred.)</b> <input type="checkbox"/>	<b>From</b> <input type="text"/>
<b>Observer Country</b> <input type="checkbox"/>	<b>Other (Please specify below)</b> <input type="checkbox"/>	<b>Until</b> <input type="text"/>

Do you have a badge issued as a Mission diplomat or employee, NGO card issued in Geneva or a Long Duration conference badge issued at Geneva if so PLEASE TICK HERE

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<b>On Issue of ID Card</b>
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<b>Security Use Only</b>
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