

CONFERENCE OF EUROPEAN STATISTICIANS

For decision

Third meeting of the 2006/2007 Bureau
Geneva, 12-13 February 2007

Item 5 of the Provisional
Agenda

**STEERING GROUP ON HUMAN RESOURCES AND TRAINING
IN STATISTICAL OFFICES**

TERMS OF REFERENCE

(Follow-up actions to the CES Seminar on Human Resources and Training, 2006)

Note prepared by Jan Fischer, Czech Statistical Office

INTRODUCTION

1. Human resources and training are generally considered crucial elements of the successful performance of the mission of the statistical office. The complex system of selection, development and motivation of personnel (including its relation to corporate and strategic planning), vocational training of employees (including its international dimension) has been discussed in depth by the Conference of European Statisticians, with the conclusion that there is a need to continue the exchange of experience in the area of human resources and training. The proposal for the follow-up actions to CES 2006 Human Resources and Training Seminar, as prepared by the Czech Statistical Office, was discussed during the October 2006 meeting of the CES bureau in Washington, with the following conclusions:

- a forum is needed every 2-3 years to allow human resources managers to exchange experiences. Such a meeting should be well prepared in advance;
- I. Fellegi and J. Fischer will prepare the terms of reference for a group to organise a meeting in 2008 to be reviewed by the Bureau in February 2007.

PROPOSAL

2. The Steering Group should:
 - prepare a draft concept of the first human resources (and training) managers forum in the framework of an overall conception for this type of meeting;
 - prepare the agenda for the meeting, including main topics for discussion, participants, contributors, meeting dates, as well as expected outputs of the forum;
 - orient its efforts to the presentation of best practices applied in the HRT field;
 - prepare a calendar of events for the preparations for the meeting.
3. The Steering Group may also identify other possibilities for the exchange of experience in the field of human resources and training.

4. The Steering Group will be either:
 - a joint Steering Group of the CES, Eurostat, OECD and IMF; or
 - a Steering Group of the CES.
5. The Steering Group will be co-chaired by the representatives of the Czech Statistical Office and Statistics Canada. The organizers of the June 2006 HRTS sessions will be asked to nominate Steering Group members. In the case of a joint Steering Group, international organizations will be asked to participate in the preparation of the 2008 forum as well. The UNECE Statistical Division will provide a secretariat for the Steering Group.

TIMETABLE

6. The Steering Group will submit the draft concept of the forum to the CES Bureau in October 2007 to enable its final adoption by the CES Bureau in February 2008.
7. The Steering Group will inform CES 2007 about the preparation of the 2008 HRT forum.

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