

WP. 15  
ENGLISH ONLY

**UNITED NATIONS STATISTICAL COMMISSION and EUROPEAN COMMISSION  
ECONOMIC COMMISSION FOR EUROPE STATISTICAL OFFICE OF THE  
CONFERENCE OF EUROPEAN STATISTICIANS EUROPEAN COMMUNITIES  
(EUROSTAT)**

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

**Joint UNECE/Eurostat/OECD work session on statistical metadata (METIS)**  
(Geneva, 3-5 April 2006)

**Topic (iii): Metadata and Statistical Cycle**

## **INTRODUCTION TO THE TOPIC AND CONCLUDING ISSUES FOR DISCUSSION**

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### **I. BACKGROUND**

1. As a result of discussions at the Work Session on Statistical Metadata, held in Geneva on 9-11 February 2004, the ECE secretariat prepared a proposal to the Bureau of the Conference of European Statisticians (CES/BUR.2004/44) for the creation of a Task Force to create and publish a framework for statistical metadata. "The key objective of the work of the Task Force is to organise available information about statistical metadata related to official statistics into a framework that can be used by national statistical organizations in their development of metadata systems. It is expected that international statistical organizations would also gain benefits from this work."
2. The framework would be presented in the form of a manual which "provides theoretical and conceptual approaches to a range of topics related to official statistics, together with information on 'best practice' and examples. It would include inventories of applicable standards, terminology and definitions." An ambitious project plan was proposed with METIS 2006 being the point at which the draft framework manual would be discussed and next steps proposed (Phase 4 of the 6 phase project).
3. What progress has been made? The Task Force developed a draft structure for the manual. The four topics for METIS 2006 represent the Parts A to D of the manual. The task of developing draft material for the sections of the manual were allocated

among participants based on their area of interest and expertise. This allocation method saw people working on Parts A, B and D, but no work has been done on Part C - the subject of this session.

4. Part C of the framework has following subheadings:

- C1. Survey Planning and Design
- C2. Survey Preparation
- C3. Data Collection
- C4. Input Processing
- C5. Derivation, Estimation, Aggregation
- C6. Analysis
- C7. Dissemination
- C8. Post Survey Evaluation

## II. PURPOSES OF THIS SESSION

5. Given the situation described above, the focus of the session and the papers from participants is to build up a body of work from which material can be extracted for the manual. Participants might point to other material eg previous METIS papers that could be used. [This would be best done by an email containing details of the resource, and directed to the ECE secretariat.]
6. The purposes of the session are to:
- a. discuss and agree on the content in this part of the framework;
  - b. identify and obtain relevant content for the part related to metadata for each stage of the cycle, how they relate (flow) from stage to stage, and the roles of stakeholders in each stage;
  - c. identify examples of implementations, for example:
    - how data elements defined in C1 (both collected and derived) are used in subsequent stages and are made available for C7
    - creation, capture and dissemination of quality metrics (ie metrics such as response rate - from C3, edit error rates - from C4, RSE's - from C5) are captured and used in C6, C7, C8 and C1
    - process metadata - to drive processes eg time series analysis, imputation
  - d. discuss architecture, design, system development, implementation, administration etc issues of end-to-end metadata management; and
  - e. to identify people to undertake further work on this Part.

## III. PROPOSED SESSION OUTLINE

7. The structure of the session will be:

*1. Introduction*

*2. Invited papers*

\* Statistics New Zealand - Gary Dunnet. "Statistics New Zealand's End-to-End

### Metadata Life-Cycle"

\* Statistics Canada - Alice Born. "Statistical cycle focus in metadata captured for surveys"

\* Statistical Office, Slovenia - Matjuz Jug. "Using Metadata in the Statistical Processing Cycle - the Production Tools Perspective"

\* Statistics South Africa - Ashwell Jenneker. "Reengineering projects focussing on metadata and the statistical cycle"

### 3. *Supporting papers*

\* Statistics Finland - Harri Lehtinen. "Dissemination of Statistical Data and Metadata - Process based on Common Structure of Statistical Information (CoSSI)"

\* Statistics Netherlands - Harry Goossens. "Metadata as a crucial starting link in new statistical cycles"

\* Australian Bureau of Statistics - Graeme Oakley. "Quality Infrastructure System - a Case Study of an E2E Application at the ABS"

### 4. *Discussion*

## IV. ISSUES FOR DISCUSSION

8. It is suggested that the following matters be discussed after the presentation of papers.

- (a) There has been no development of Part C of the manual beyond the high level break-down list in the Introduction. Does the group agree with the proposed high level content ie C1 to C8? Should there be common sub-headings used in each section and what should they be? To start discussion, here is a proposal:
  - n.1 Introduction - explain the processes covered in the phase of the statistical cycle
  - n.2 What metadata is used and created during those processes
  - n.3 Matters to consider that are relevant to this processing phase eg design issues, architectures, stakeholders and roles
  - n.4 Case studies and references to useful material from any source
- (b) Do any METIS members have contributions to make to any section eg case studies, examples, additional materials? [These would best be contributed in writing either at or just after the meeting, although there may be something worth clarifying during the discussion.]
- (c) There is no draft document for this Part of the framework manual (as there are for other Parts) and so we need to discuss 'next steps' to prepare a draft. Who is prepared to volunteer for this work? What would the meeting see as the next steps? [The overall timeframe will need to be considered in the broader context of work on all Parts and will be a separate discussion, probably on Day 3.]