

**UN STATISTICAL COMMISSION and
ECONOMIC COMMISSION FOR EUROPE**

**STATISTICAL OFFICE OF THE
EUROPEAN COMMUNITIES (EUROSTAT)**

CONFERENCE OF EUROPEAN STATISTICIANS

Joint UNECE/Eurostat Meeting on Population and Housing Censuses
(Astana, Kazakhstan, 4-6 June 2007)

INFORMATION NOTICE NO.1

1. The UNECE and Eurostat are organising a Joint UNECE/Eurostat Meeting on Population and Housing Censuses. The meeting will take place, on invitation by the Agency of Statistics of the Republic of Kazakhstan, in Astana, Kazakhstan, on 4-6 June 2007.

The UNECE is **also** organising, back-to-back to the above-mentioned meeting and in parallel, the two following meetings:

- a) UNECE-Eurostat Expert Group Meeting on the implementation of the CES Recommendations for register-based censuses, Astana, 7-8 June 2007 (participation restricted to experts from countries that will use registers to produce data for the next census).
- b) UNECE Training Workshop on Census Technology for SPECA Countries, Astana, 7-8 June 2007 (participation restricted to experts from SPECA and other CIS countries).

Separate information notices for these two meetings above will be prepared and posted on the UNECE website at the following addresses:

- a) <http://www.unece.org/stats/documents/2007.06.census2.htm>
- b) <http://www.unece.org/stats/documents/2007.06.census3.htm>

I. PURPOSE OF THE MEETING

2. The meeting will discuss the following topics:

- Census planning and management
- Census technology: recent developments and implications on census methodology
- Outsourcing of census operations

3. Expected outcomes of the meeting are increased knowledge and exchange of experiences among countries on various issues related to census planning and management, census technology and outsourcing of census operations. This will result in increased capacity by countries to plan and conduct the population and housing censuses of the 2010 round in compliance with the "CES Recommendations for the 2010 Censuses of Population and Housing".

II. AGENDA OF THE MEETING

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

(i) Census planning and management

Given the complexity of an operation like the population census – regardless of the methodology adopted – accurate planning and management of the different phases play a fundamental role for the success of the census itself. This session will provide countries with the opportunity to exchange their experiences on census planning and management, presenting in particular specific solutions or tools for better quality assurance. Special attention will be paid to the challenges posed on census planning and management when innovative census methodologies are adopted, like the use of registers in combination with sample surveys or exhaustive data collection.

(ii) Census technology: recent developments and implications on census methodology

More and more countries plan to take advantage in their census of technological tools developed in the recent years (like handheld devices or the use of internet for data collection). At the same time, established technologies (like optical reading of forms and imaging) are today more attracting than in the past thanks to increasing reliability and/or decreasing costs. During the session, countries will benefit from an exchange of experiences concerning the application of these technologies, looking in particular at the lessons learnt from the previous census. The discussion will cover technical aspects but also the implications of the adoption of new technologies on the different phases of the census process. Countries will also discuss how to evaluate the different options in terms of census technology and methodology, taking into account the national circumstances (including factors like the objectives of the census, data availability from registers or other sources, population size, cost of labour, etc.)

(iii) Outsourcing of census operations

An increasing number of countries consider outsourcing (to a commercial company or to another government agency) as an option for specific phases of the census. Outsourcing may represent a solution when the skills or the equipment required for a particular task or project are not available in-house. In deciding whether outsourcing is a cost-effective solution, however, full consideration should be given to the alternative of developing the needed skills or acquire the needed equipment in-house. At the same time, strategies have to be put in place to make sure that quality is not compromised. In this session, countries that considered (or are considering) outsourcing will discuss what principles can guide the decision on outsourcing specific census tasks/projects. Countries with experience on outsourcing will also share their experience on the setting of specifications, the selection of the service/equipment provider and the monitoring of the outsourced operations.

5. The annotated agenda will be posted on the meeting website as soon as available, on the web page of the meeting at the following address: <http://www.unece.org/stats/documents/2007.06.census.htm>

III. PARTICIPATION AND ACCREDITATION

6. 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.

7. 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 Kazakhstan in the country in which the participants reside, with a reference to the Joint UNECE/Eurostat Meeting on Population and Housing Censuses. Please send all requests for a letter to facilitate obtaining a visa to Ms. Lidiya Denisova

(Fax: +73272 42 43 38 or e-mail: denisova@statbase.kz) and copy the UNECE Secretariat (fax: ++41 22 917 0040 or e-mail: mijidgombo.oyunjargal@unece.org)

8. Participants are requested to fill in the attached **registration form** and send it to both the UNECE secretariat (fax: ++41 22 917 0040 or e-mail: mijidgombo.oyunjargal@unece.org) and the Agency of Statistics of the Republic of Kazakhstan (by fax: +73272 42 43 38 or e-mail: denisova@statbase.kz **by 11 May 2007** at the latest. The information will be used to register participants, to obtain ID badges and for the list of participants.

9. Detailed information on the venue of the meeting will be provided with a subsequent Information Notice that will be posted on the UNECE website at the address above.

IV. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES

10. The working languages of the meeting are English and Russian, simultaneous interpretation will be provided and documents will be available in English and Russian.

11. For each substantive item on the agenda, the Organizers will invite a limited number of 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 via the Meeting's website, and they will not be presented but only summarized by discussants.

12. Both invited and supporting papers can be submitted in English or Russian. Invited papers will be translated and therefore they will be available in both English and Russian, provided that they will be submitted to UNECE **by 12 March 2007**. Supporting papers will not be translated and will be available only in the language in which they will be submitted. If papers will be submitted in Russian, the authors are invited, if possible, to also submit a short abstract (maximum one page) in English.

13. 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/2007.06.census.htm>

14. The following deadlines and requirements apply:

- Interested national statistical offices and other government bodies should inform the UNECE secretariat of their intention to contribute a supporting paper (indicating the topic) by sending an e-mail message to paolo.valente@unece.org **by 5 March 2007**. The message should include a short abstract, (maximum one page) of the paper, possibly in English.
- The full versions of papers, not exceeding 8 pages in length (including tables, references, annexes, etc.), should be sent to the UNECE secretariat by the following deadlines:
 - Invited papers should be submitted **by 12 March 2007** at the latest;
 - Supporting papers should be submitted **by 1 May 2007** at the latest;
- Papers should be submitted in MS Word format electronically to Mr. Paolo Valente (paolo.valente@unece.org).

15. 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.

VI. ACCOMMODATION IN ASTANA

16. Participants are requested to make their own hotel reservations. In order to assist them in organizing their accommodation, the host country will provide more information on the accommodation in Astana with a subsequent Information Notice that will be posted on the UNECE website at the address above.

VII. INFORMATION AND CORRESPONDANCE

17. All queries concerning the meeting should be addressed to:

Mr. Paolo Valente
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Statistical Division, UNECE
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Switzerland

Tel: +41-22 917 33 06

Fax: +41-22 917 00 40

E-mail: paolo.valente@unece.org

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CONFERENCE OF EUROPEAN STATISTICIANS**

STATISTICAL OFFICE OF THE EUROPEAN COMMUNITIES (EUROSTAT)

Joint UNECE/ Eurostat Meeting on Population and Housing Censuses
(Astana, Kazakhstan, 4-6 June 2007)

REGISTRATION FORM

This form should be completed in duplicate by each participant and returned **by 11 May 2007**

1 copy to: Ms. Mijidgombo Oyunjargal
Tel: +4122 917 4147
Fax: +4122 917 0040
E-mail: mijidgombo.oyunjargal@unece.org

1 copy to: Ms. Lidiya Denisova
Tel: +73272 42 37 97
Fax: +73272 42 43 38
E-mail: denisova@statbase.kz

1. Surname (Family name): Mr. <input type="checkbox"/> Ms. <input type="checkbox"/>		2. First name:
3. Representing (country or organization):		
4. Official function (in home country):		
5. Mailing address:		
6. Tel. No.:	7. Fax No.:	
8. E-mail address:		
9. Please indicate topic and title, if you intend to present a paper:		
10. Date and time of arrival in Astana:	11. Date and time of departure from Astana:	

Date _____

Signature _____