

**Report of the Third Meeting of the GGP Informal Working Group
24-26 May 2004
Spetses, Greece**

1. The Third Meeting of the Informal Working Group (IWG) of the Generations and Gender Programme (GGP) took place in Spetses (Greece) from 24 to 26 May 2004. Mr. François Héran chaired the meeting, substituting for Mr. John Hobcraft (see Annex I for the Agenda).
2. Representatives from twenty-five countries attended the meeting. Seventeen were from national statistical offices, twenty-four from research institutes and one from a national population council. Members of the Consortium Board (CB) and the coordinators of the GGP expert working groups also attended (see Annex II for the list of participants).
3. The aims of the meeting were:
 - a. to assess the current situation of the project, including countries' plans for implementing the programme,
 - b. to review the work accomplished until now by all different groups of the Programme, and
 - c. to agree on a work programme for the immediate future.
4. The Agenda was approved without discussion (see Annex I).
5. Ms. Chara Zikou (National Statistical Office of Greece) and Ms. Haris Symeonidou (National Centre for Social Research, EKKE) welcomed the participants together with Mr. Miroslav Macura. Ms. Haris Symeonidou and Ms. Ewa Fratczak (Governmental Population Council of Poland) were elected as Vice-chairs for the meeting.

GGP Progress

6. Mr. Miroslav Macura presented the progress of the GGP since the Prague meeting, reviewing the work of the working groups, country activities and future personnel changes at PAU.

For details, see: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

The working groups

- **The Questionnaire Development Group**: This group, now known as QDG1, finalized the Core Questionnaire and four optional sub-modules, on Nationality and Ethnicity, Previous Partners, Intentions of Breaking up and Housing. These survey instruments were approved by the CB in October 2003. The Questionnaire Development Group 2 (QDG2) has been set up to develop a questionnaire for the second wave, which will include *inter alia* questions on inter-wave events and activity and education histories. This group is led by Zsolt Spéder (Demographic research Institute at the Hungarian Central Statistical Office) and had its first meeting in Budapest in May 2004.
- **Sample Design Guidelines**: Statistics Canada has developed guidelines for the study and sample design of the Programme. The earlier draft has been presented for comments at the Consortium Board in Berlin, Germany in August 2003. The reviewed draft was among the documentation made available for the meeting.
- **Contextual Data Base Group**: There has been a change in co-ordinationship in July 2003 from Patrick Festy (INED) to Martin Spielauer, who transferred to Max Planck Institute in October 2003. He had prepared a document containing an overview of the past activities, the principles of the conceptual framework for the contextual database and the suggested outline of a contextual database. This document was also available.
- **Use of Administrative Records Group**: the group is led by Helge Brunborg (Statistics Norway) and will assess the possibilities, feasibility and cost-effectiveness for the use of administrative

records data in conjunction with smaller-scale GGS surveys. The group met in October 2003. Helge Brunborg will present preliminary results of the group's meeting.

- Analysis Group: Jenny Gierveld (NIDI) coordinates this group, who reported on analysis options to the CB in March 2004. Analysis Group: Jenny Gierveld (NIDI) coordinates this group, who reported on analysis options to the CB in March 2004. The group will assess the possibilities for in-depth investigations of the data that will come available, at the national level and in an international-comparative context. Jenny Gierveld will present a preliminary outline of the work of the group during the Spetses meeting. Alphonse L. MacDonald drafted suggestions to make GGS more policy relevant ¹.
7. As to the participation of countries, Miroslav Macura underlined the lack of funds or human resources in a number of countries. Securing those resources is today the top priority. However, he stated that the Programme is attracting the interest of a growing number of countries, even countries outside the UNECE region. Seven countries have already secured funds and will go to the field with their first wave this or next year. The PAU will assist countries to raise requisite funds.
 8. He informed the meeting about the precarious situation of funding for the coordination activities at PAU level, and indicated that the Executive Secretary of UNECE was actively involved in raising funds for the GGP. He also informed about the forthcoming changes in personnel within PAU, which will not affect its ability to coordinate the Programme. Its work will go on as such.

Study design and sampling guidelines

For full details see: http://www.unece.org/ead/pau/ggp/tmiwg/ggs_sample_des_guid.pdf

9. Ms. Michelle Simard presented the study design and sampling guidelines. She stated the GGS main objective (a study of changes and the evolution of generations and gender relations within families and their immediate contexts). The study requires both a longitudinal approach (following the same respondents over time) and a cross-sectional dimension, which requires representativity at each wave. The target population at each wave will be the resident non-institutionalized population aged 18-79. This will make the sample design more complex than in a standard panel study. She also recalled the basic characteristics of the study design, three waves with three-year interval between waves. The use of probability sampling is obligatory, as it is the most effective means of ensuring the quality of data and comparability of the results.
10. She discussed a number of practical issues arising from the study design and the practicality of field work, such as exclusion of part of the target population, the desired sample size of the first wave as a function of response rates at each wave and attrition rates between waves, the minimum number required for specific domains of study, and the implications of the different types of sampling frames (lists of persons, households or area sampling).
11. As to the exclusion of part of the population, where this may be necessary, it was recommended that up to 5 per cent of the target population could be excluded. Regarding the sample size, the CB at its meeting in Berlin in August 2003 had agreed that the study would consider four age-sex domains. Hence, on the basis of expected response and attrition rates the minimum required sample size for each country study should be calculated. She presented a hypothetical example based on fictitious rates.

¹ He was supposed to present these suggestions under agenda item 12: Suggestions for cross-sectional report wave 1, but due the extended discussion on the criteria for participation in the GGP this was not possible. See http://www.unece.org/ead/pau/ggp/tmiwg/present/pau_cross_secreport.ppt for the complete text of his presentation.

12. To assure representativity of the longitudinal sample she recommended that the attrition rates should not exceed 10 % at each interval, and that the response rate at each wave should not be less than 80 %. Given differential response rates by age and sex different-sampling rates for specific age and sex groups can be used, depending on the frame.
13. In countries where there is considerable population change over time, i.e. during the three-year interval between waves, for the cross-sectional sample at wave 2 and 3 it may be necessary to draw supplementary samples to ensure cross-sectional representativity at wave 2 and wave 3.
14. Ms. Simard discussed the relative merits of different sampling frames, but country practices and cost considerations may also be of importance when deciding on what frame to use. Irrespective of the frame, for the longitudinal sample after the first wave the successfully completed interviews become the core target population for the subsequent waves, which will need to be supplemented with younger age groups, and maybe selective supplemental sample because of population change during the inter-wave intervals. The oldest age group will be excluded from the target population to ensure the required age range: 18 – 79 years.
- 15.

Key guidelines:

- a. Use of a probability sampling method only,
- b. Four age-sex domains of study,
- c. Minimum of 2,000 respondents per domain after the third wave,
- d. Accept up to 5 % of population exclusion,
- e. Ensure a minimum of 80 per cent response rate at each wave.
- f. Allow a maximum of 10 per cent attrition rate at wave 2 and 3,
- g. Adjust the sample size of the first wave based on response and attrition rates to achieve the desired sample size at the end of wave 3.

16. A lively discussion on the guidelines followed. Many participants indicated that these guidelines were unrealistic for many countries. Michelle Simard explained that she presented these sampling guidelines at a global level, because she lacked information about countries' specificities. However, it was pointed out that proper sampling procedures and proper approach to the respondents, which are costly, could reduce the non-response. Natural attrition rates can be calculated based on prevailing mortality and emigration rates. Non-natural attrition rates (moving) can be minimized by proper follow-up and sample maintenance procedures. Moreover it was indicated that if non-response was excessively high it may not be recommended to carry out the study at all, as the results would be useless. It was strongly recommended that expert advice be sought to draw the national samples. Experts who have experience in their own country on sampling issues have been asked to join the working group.
17. Andres Vikat and Martin Spielauer mentioned the results of a simulation experiment carried out at MPIDR on the required minimum sample size for different life events history analyses for the reproductive age group using data from the first wave of the Hungarian GGS, entitled „Sample size and statistical significance of hazard regression parameters. An exploration by means of Monte Carlo simulation of four transition models based on Hungarian GGS data “. The main results of the study will be included as an annex in the Guidelines. The complete text of the study is available at: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

GGG questionnaire and manual

For full details see: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

18. Mr. Andres Vikat presented these documents. He stated that the full version of the questionnaire, which means the core questionnaire plus the four optional modules were approved by the CB in October 2003 and after that minor technical improvements were made. The version available at the Spetses meeting website reflects those improvements. The questionnaire is being translated into Bulgarian, French, Germany, Romanian and Russian. The manual has also been finalized and provides the organizers of national GGS surveys with reference material about the GGS questionnaire and some background information about the survey. The manual explains the concepts used in the questionnaire, provides detailed instructions on how to complete it and explains the principles for country-specific solutions. He also said that the QDG I is in the process of preparing a scientific paper on the justification of the questionnaire, its structure and content.
19. A discussion about the questionnaire followed. It was agreed that the core questionnaire is obligatory, and that the use of the four modules is highly recommended. It was suggested that country-specific questions could be added, but that no questions should be dropped, unless they are completely inapplicable or obtainable from administrative registers.

Analysis guidelines

For details, see: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

20. Ms. Jenny Gierveld explained what kind of analysis would be possible on the basis of GGP data. GGP will generate a very rich data set, which allows for in-depth and high quality analysis for policy-oriented and scientific research. She indicated that descriptive, explanatory, longitudinal and cross-sectional analyses will be possible with a special attention to relationships between the generations and genders. The group could provide guidelines for descriptive analyses that are crucial for policy makers. It could also provide suggestions for cross-country explanatory longitudinal research projects aimed at cross-sectional analyses. The Analysis Group could support countries in providing guidelines and examples to the extent that they need them. Examples of research topics for analysis are under preparation. Countries have been asked to inform the Group what kind of themes they are interested in and what kind of analysis they would like to carry out.
21. A discussion about the different themes of interest to countries followed. Countries are particularly interested in the following themes:
 - Reproductive behavior
 - Ageing and care of the elderly,
 - Relationship between generations including grandparents and grandchildren
 - Well-being
 - Below-replacement fertility

Again countries were invited to indicate to the Analysis Group which themes are the top priority for the analysis of the results of the first wave.

Contextual Database proposals

For information, see: http://www.unece.org/ead/pau/ggp/tmiwg/context_ms.pdf

22. Mr. Martin Spielauer presented the recent work he undertook as the Group's co-ordinator. He explained that the contextual database would be part of each participating country's databases. The contextual database is a comparative collection of contextual data on a national and sub-national level complementing the individual-level data collected in the GGS. Its historical depth

is linked to the retrospective dimension of the GGS. The database makes it possible to analyse the micro-level information collected from individuals in its societal macro-level context. The Group will propose a set of comparative contextual variables and provide instructions for data collection.. The choice of contextual variables is made in order to support innovative types of data analysis, e.g. a multilevel approach to GGP data. There exists a large number of existing data bases currently reviewed by the group in order to make maximum use of existing data. Data collection and maintenance should be the responsibility of the countries themselves, but MPIDR is prepared to act as a depository for the national databases and will provide a public web-access.

23. During the discussion several issues pertaining to the construction of contextual databases were discussed, such as desired geographical levels and the access to the data.

Use of administrative records

For details, see: http://www.unecce.org/ead/pau/ggp/tmiwg/ard_report_spetses5.pdf

24. Mr. Helge Brunborg discussed the membership of the Administrative Records Group, and presented results of the group's activities. He indicated that the mandate of this Group is to explore the use of administrative records with the view to extracting GGS-type information from those records to the extent possible and reducing the amount of information to be collected by GGS surveys to supplement the GGS. Nordic countries are a model regarding population and other registers. An initial analysis of the available data indicated that in practically all Nordic countries the majority of hard data could be obtained from existing registers, although some with considerable efforts. Subjective data on opinions and values are not contained in the administrative record systems, and there are important differences between the countries. He discussed advantages (low cost, data quality, wide coverage, no refusals, longitudinal data and detailed information) with disadvantages (no data on qualitative or subjective variables, complicated and costly extraction, time lag, restrictions on linking and use) of the use of administrative records. He also stated that a strong legal protection of administrative records minimizes misuse and privacy violation. In some countries, legislation may cause research problems and this has to be dealt with it.
25. During the discussion the advantages and disadvantages of the use of administrative records were discussed, the access to these data to outside researchers and the implications of the use of a combination of data, administrative records and survey data, were discussed. Mr. Brunborg also informed the meeting that several of the Nordic countries are reviewing the possibilities of creating synthetic data, i.e. combining variables from different sources, especially different surveys.

Criteria for country participation

26. Mr. Miroslav Macura presented the criteria for participation in the Programme and explained that participation is a way of ensuring that the countries' use of the GGP instruments are of high quality and resulting incomparable data and analyses. A list of criteria has been distributed to all participants (see Annex III).
27. A lively discussion about the criteria ensued, but in general the meeting agreed to the criteria. The following observations were made:
 - Compliance with criteria is a crucial issue. Japan is considered as a special case because criteria were not ready at the time when Japan carried out the first wave survey. However, from the time of the Spetses meeting criteria are available and each country wishing to be a bona fide participant in the programme will have to comply with them.

- The issue of satellite countries that cannot meet all criteria was raised. Preference is given to full membership. No clear decision has been taken yet.
- PAU made it clear that if the choice is between a few countries with great comparability and good data quality and a large number of countries with low comparability and less data quality the choice would be the former. Quality rather than quantity should be the criterion.
- Countries expressed the need for documentation stating the benefits of being a member of the Programme in order to convince the governments to take part in the Programme. PAU indicated that if needed it could write a letter to governments or is prepared to visit countries for face-to-face dialogue in order to convince Governments to take part in the Programme.
- The core questionnaire has to be implemented by each country as such; otherwise, the Programme will not result in comparable data and research finding. This point is crucial for cross-country comparability.
- The QDG I was asked to provide the promised scientific paper without further delay so that countries can better understand the rationale for the questionnaire.
- Each country is requested to make as much effort as possible to trace respondents and avoid attrition and non-response.
- Back translation is considered a standard procedure, but will not be mentioned as a requirement.
- The question of cost has been raised several times. For most countries, the 8,000 respondents target for the third wave means at least 12,000 for the first wave and high costs. Several countries asked for a smaller sample size. It was pointed out that the sample size is a function of the analysis that has to be carried out, and that smaller sizes will result in less precision, and maybe even meaningless results. However, countries should carefully calculate the required sample size, based on their national experience and characteristics. Countries should make all possible efforts to minimize attrition and non-response
- It was suggested that each country should sign an undertaking committing itself to comply with the criteria, and to provide a clean data set available for international comparative analysis and for distribution to bona fide researchers.
- PAU reminded the participants that all countries taking part in meetings and benefiting from the working groups need to give feedbacks to PAU so that the experience can be shared with others. PAU expressed concern about the low level of feedback and non-responses from countries.

Country presentations

Countries with secured funding

28. Austria

A consortium consisting of: the Vienna Institute of Demography, the Austrian Institute for Family Studies and Statistics Austria has been created. The Austrian representative informed the meeting that there has been a recent cut in funding. Thus, GGS will be limited to women of the childbearing age. The Vienna Institute of Demography and the Austrian Institute will carry out fieldwork for Family Studies in late 2004/early 2005. The German version of the questionnaire will be used. The final version of the questionnaire will contain the core questionnaire except the special questions for the elderly and some modules. Some questions taking into account Austrian family policy specificities will be added. The sample size is not yet finalized. An extra sample is planned for people of foreign origin.

29. Bulgaria

A consortium of 7 institutions (Bulgarian Academy of Sciences, Ministry of Labour and Social Policy, National Statistical Institute, Centre for Population Studies, State Child Protection Agency, UNDP Mission for Bulgaria and Max Planck Institute) has been formed. Max Planck Institute and

the Ministry of Labour and Social Policy of Bulgaria agreed to give financial support to GGS. Pilot study will be carried out in June 2004. Fieldwork is planned for October 2004.

30. France

A Consortium is formed by INED (Institut National d'Etudes Démographiques), which is in charge of preparing the Questionnaire and analysing data and INSEE (National Institute for Statistics and Economic Studies) in charge of fieldwork and preparing data. The French questionnaire will be the core-questionnaire without modules. Interview time is about 65 minutes. The sampling frame will be the master frame and the sample size will be about 10000 with 60 to 65 % expected responses. Funding is provided by INED, INSEE will bear internal costs. Funds from Family Allowance Funds are also expected. Pilot study will be carried out in October 2004. Fieldwork is planned for October-November 2005 with results available in Spring 2006.

31. Germany

The Federal Institute for Population Research (BiB) has great experience in surveys. Since 2003 GGS is one of the main projects of the Institute. As usual for the majority of BiB projects, the GGS will be fully financed by the German government. The Questionnaire has been translated into German. Translations in foreign languages will be done following decisions on the nationality groups, which should be involved in the German GGS (Turkish and maybe Italian). The German Questionnaire will be the core questionnaire. Interview time is about one hour and a half. A decision to shorten the questionnaire is under consideration. Pre-test is scheduled for 2004 and field work for 2005.

32. Japan

Ms. Noriko Tsuya explained that the Japanese survey has already been conducted from 24 February to 31 March 2004. The Ministry of Health, Labour and Welfare has funded it. The method chosen is the following: a national two-stage stratified probability sample of Japanese men and women age 18-69. The sample size was about 15000 individuals. She explained that postcards explaining the survey have been sent to 15000 sample individuals before the conduction of the survey. News clip on the survey also appeared in Japan's national daily. The method selected for data collection was self-administered mail questionnaires, which means that questionnaires were distributed to selected persons by field workers and then subsequently picked up. This is a standard survey approach in Japan from the Second World War. The response rate obtained was 60.5 %. Japanese representatives have been asked to provide an English version of the Questionnaire.

33. Russian Federation

The consortium consists of the Independent Institute for Social Policy (IISP), the Center of Demography and Human Ecology of the Institute of National Economy Forecasting of the Russian Academy of Sciences and the Institute of Sociology of the Russian Academy of Sciences. IISP is the leading organization of the National Council. Regarding the funding of the 1st wave, Pension Fund will finance 53 %, Max Planck Institute 41% and IISP 6%. The sample includes male and female population at age 18-79. The Questionnaire will have some changes: optional sub-modules will be partly included, except the module on housing. A module on pension reform will be added. A few Russian-specific questions will also be added. Interview time is about 2 hours. Field work for the first wave with 11000 respondents is scheduled for June-August 2004. Training in event history analysis and additional financial resources for analytical work are required.

34. Poland

A national committee has been created in 2003. Translation of the questionnaire into Polish has already started. The first wave is planned to be carried out in 2006. The sample size will be about 15000 individuals for the first wave. Poland does not plan to have contextual data.

Other countries' presentations

35. Belgium

The National Institute of Statistics is responsible for the GGP in Belgium. However, as the Institute is in transition, no firm commitment is possible right now. The Flemish Center for Family and Population Studies has proposed to the National Institute of Statistics to join any preparation of the GGP-project in Belgium and has offered financial support. The Flemish Center has planned for the second half of 2004 a feasibility study for a mail-survey of parts of the GGS-questionnaire among the Belgian population. The representative of Belgium also asked the question whether Belgium would fit in the criteria if it uses a writing mail version of the questionnaire.

36. Canada

It is already involved in many cross-sectional surveys and panel studies. There is a great interest in taking part in GGP. However, no negotiation has started yet with ministries. The Policy Research Initiative (PRI) will be presented GGP during the next meeting of its Advisory Board in September. PRI could become the Canadian Focal Point and its Advisory Board the Canadian National Committee, reaching then the first criteria to join GGP. A new government will start in a month and it is difficult to know what will be its position as to research.

37. Czech Republic

The following agencies collaborate in order to implement the Czech GGP: Department of Demography of the Faculty of Sciences of Charles University, Research Institute for Labour and Social Affairs and Czech Statistical Office. Translation of the Questionnaire into Czech has already started. Pre-test will be carried out in 2004 and the first wave GGS is planned for 2005 with a sample of 10000 respondents. Results will be available in 2006 in Czech and English. First wave Czech GGS will be funded by the Ministry of Labour and Social Affairs and the Research Institute for Labour and Social Affairs. An outside agency will carry out the fieldwork.

38. Estonia

Eleven national institutions took part in Fertility and Family Survey (FFS) project. The FFS team has been converted in a GGP team. A decision whether to carry out GGS in Estonia or not will be taken in June, as satellite members appointed by ministries meet. A problem facing Estonia is that there is no agreement yet over the content of the questionnaire. The core questionnaire has already been translated in Estonian and Russian. A minimum funding is available and field work could be carried out in September. However, funding would not be sufficient. As to the sample size, it would be between 8000 and 14000. Estonia would need technical support for survey development and implementation.

39. Georgia

Georgia has a great interest in taking part in GGP, because no data on demographic development is available. FFS has not been conducted in Georgia. Georgian Centre of Population Research is very much involved in GGP activities from the very beginning. The Core Questionnaire has already been translated into Georgian and will also be into Russian. A pre-test has been conducted in September 2003 with 10 respondents. 15 country-specific questions have been added to GGS Questionnaire. Some sensitive questions, such as questions concerning dead children, homosexual relations, adopted and biological children...need to be adapted. Interview time is about 85 minutes. It is a bit too long. No funds are available; however, INED will assist Georgia in conducting field work. Back translation is in process. There has been a change in government with a more favorable attitude towards research. Georgia would need methodological and financial assistance in organizing survey and analyzing results.

40. Italy²
Since 1983 ISTAT has worked to build a system of social surveys, which is called Multipurpose household survey. In November 2003 ISTAT has carried out the Multipurpose Households Survey on "Family and Social Subjects". It is a PAPI survey on 24,000 households, for a total amount of about 60,000 individuals. The stratification is made at the first stage by region and by type of municipality; at the second stage a sample of households is drawn from the local administrative registers of resident population by using a systematic sampling. Data are representative at the regional level. The non-response rate is 19.5%. Questions regarding fertility histories, partnership histories, parents and parental home, and many more like job-histories, care givers the map of solidarity, are already included in the basic version of the survey. Moreover, many GGS questions on opinions, values and attitudes have been included in the 2003 survey. The Italian Minister of Labour has provided the financial support for part of the 2003 survey and for the 2006 follow-up.
41. Greece
The standard Questionnaire is being translated into Greek. The sample size selected will be 7000 households. A plan to carry out field work in 2005 has been postponed. Greece would like to combine GGS with SILC.
42. Latvia
The Statistical Bureau is ready to participate in the Programme; however, no funding is available. The Latvian Government is more interested in an actualization of its social policy than in the GGP. Thus, Latvian GGS is not to be envisaged before one year and a half. Latvia is ready to participate as an observer till the final decision is taken.
43. Lithuania
A national committee composed of four collaborating institutions (Demographic Research Center of the Institute for Social Research that has a leading role, Statistics Lithuania, Ministry of Social Affairs and Vytautas Magnus University) has been created. Work started effectively in Lithuania after the European Population Forum 2004 in Geneva that brought together policy-makers, statisticians...DRC team has started the preparation for the pilot study: Translation of the questionnaire and trial interviews will be carried out in the near future. The beginning of the first wave depends on the availability of funding. The first wave survey could be carried out not earlier than the late autumn 2004, if the funding is available, otherwise the first wave must be postponed into the year 2005. Funds have been received from national foundations; however, the largest amount of funding is expected from the EU Structural Funds. The application review is in process. A decision will be announced in June 2004. Lithuania needs technical support in acquiring the methodological 'know-how'.
44. Serbia and Montenegro
The Demographic Research Center of Serbia, a unit of Institute of Social Sciences is very much interested in joining GGP. Serbia is in the process of transition and needs updated research data to assist in the process of defining policies, strategies and programmes in different spheres, such as population policies, social policy, a strategy toward elderly people, and the development of a programme of reproductive health protection. There have been discussions with ministers including Prime Minister in the previous and new government without success, because GGP is too costly. However, there may be an opportunity to organize a pilot study with outside funding.
45. The Netherlands
No census has been carried out since 1971. The Netherlands has a large programme of surveys and panel studies, including a programme of studies on the family and older persons. Netherlands has a new system of population registration. It will be able to provide data that are comparable to GGS data. However, no GGS as such will be carried out.

² This paragraph has been provided by Gianlorenzo Bagatta and Romina Fraboni (ISTAT, Italy).

46. Norway
For several decades Norway has collected data on most of the issues covered in the GGS through register data which are very useful but do not provide information on subjective issues and variables. This is why Norway is particularly interested in a comprehensive survey on these issues. Statistics Norway is the focal point for collecting and analysing the GGS data. Discussions with ministries and the research council for funds are in progress. If funding is becoming available, GGS would start in 2006 or 2007. Assistance is needed for more information about the reasons and justification of the questions that are included in the questionnaire. This is particularly important for the writing of applications for funding.
47. Portugal
The National Statistical Institute of Portugal (GGP National Focal Point) has the intention to participate in the GGP, and plans to carry out the first wave in 2007. Nevertheless, due to budgetary constraint, the project is suspended at the moment.
48. Romania
Romania will participate in GGP. A National Consortium composed of 3 institutions has been created. The National Institute for Statistics (NIS) will co-ordinate GGP in Romania. A Romanian version of the draft questionnaire was prepared last year and a pre-test using this questionnaire was successfully carried out. The first wave is planned to be implemented in 2005. Romania wants to link GGS with SILC sample. As to funding, UNFPA promised to cover partially the necessary costs for the survey and to obtain the rest of the money from other sources. NIS will cover 'in-house' costs. Romania will need technical support and assistance on the following issues: knowing the experience of other countries (an expert to visit Romania); analysing history events; sampling plan and tracing rules for panel studies; cleaning methods of data and imputation methods for partial non-responses.
49. Slovenia
No formal national committee has been formed yet. Informal discussions are under way. Slovenia regrets the lack of support from the Central Statistical Office. There is no clear future because of financial problems. There is a proposal for panel studies with the Ministry of Defence, which is interested in family affairs. A Pilot study will be carried out in the next 24 months with a sample of 100 individuals. The Questionnaire will be the core questionnaire plus some additional questions that the Ministry of Defence is interested in. Funding is the biggest concern. The Slovenian representative called for a collective demand. There is no need for technical support. Slovenia has great experience in panel surveys.
50. Switzerland
There have been very important budget cuts in the Federal Administration and Switzerland plans to carry out SILC. However, the social statistics division of the statistical office is very much interested in GGP. Switzerland namely lacks economic and social statistics, but GGS is very expensive and at present there is a funding problem. The Swiss Federal Statistical Office (SFSO) should be the leading organization for such a project. The study was presented to the agencies, which are interested in the GGP. It is suggested to use already existing surveys or panels, such as the Swiss Household Panel (SHP) to produce GGP information. SHP is financed until 2009 by a National Program called « Demain la Suisse », it could be possible to incorporate GGS questions into SHP questionnaire or carry out the GGS as a special activity.
51. Turkey
There has no established consortium yet. However, a GGP consortium is likely to be established in the coming months after having consulted the potential partners (HUIPS, State Planning Organization, State Institute of Statistics, Family Research Institution). HUIPS has an extensive experience in conducting cross-sectional demographic surveys with similar methodologies and questionnaires. Although HUIPS has limited experience in conducting panel survey, the State Institute of Statistics will be available to support HUIPS. Therefore, limited technical support for HUIPS is required to conduct this project. With regard to timing, the earliest that a GGP survey

can be conducted in Turkey is in 2004. Depending on the results of the search for funds and the other engagements of HUIPS, it may also be possible to have the survey in 2005. Potential funding sources for the GGP in Turkey can be the Government of Turkey, UNFPA, the European Union and the Family Research Institution.

52. United States of America

The USA delegation attended the meeting as observer. There are a large number of household surveys and panel studies that cover all aspects of the GGP separately. There is no commitment to take part in GGP, but would like to continue to be an observer.

Arrangements for standard record files

53. Mr. Miroslav Macura underlined that PAU will continue to coordinate the Programme. He called for intensification for exchange of information with countries, stating that PAU should be the clearinghouse for relevant information on countries. PAU will be a guarantor of good use of data and information, as it was the case for FFS. Thus, countries providing information will have to sign an agreement with PAU on the condition of the use of data. However, PAU is not in a position to process the data and produce a standard data tape. MPIDR has volunteered to do this on behalf of Programme.

54. Mr. Andres Vikat explained that GGP intends to move from descriptive analysis to substantive explanatory analysis. He stated that Max Planck has experience on comparative data and surveys with a high number of countries. It will work on standardisation and harmonization of variables so that the data can be used in comparative analyses.

55. Mr. François Héran stated that INED prepared to act as the archive of the GGP data sets, and be responsible for the distribution in close collaboration with PAU on behalf of the GGP. He stated that INED is used to deal with sensitive data. However, it needs documentation on files to disseminate such as description of variables...It will work with Max Planck on a standardised documentation. INED has experience to work in compliance with national laws.

56. Mr. Sange De Silva (who chaired this part of the meeting) summarised the discussion as follows: PAU will be in charge of coordination and data clearing, whereas the Max Planck Institute will prepared standard data files for data analysis and INED will take care of archiving and distribution. The overall responsibility rests with PAU, in collaboration with MPIDR and INED.

57. A discussion followed about these arrangements. The following points have been underlined:

- There is a need to prepare agreements as to data sharing with PAU as soon as possible. It is proposed to use the FFS model, with special clauses for some countries with special legislation.
- There is a need to prepare documentation on the standard data file, so that countries can anticipate its use in the preparation of the national data file.

Technical co-operation arrangements

For details, see: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

58. Mr. Alphonse L. MacDonald presented this section. He reiterated that there is no central fund and that each country has to look for its own funding to implement the Programme. However, PAU is willing to use its good offices to assist countries in fundraising. Some countries do not have all the technical skills to successfully carry out the Programme, and that several options should be explored to provide the countries with this support. However, if PAU is to assist countries in finding these resources, countries need to provide PAU with the necessary information on needs, and possible contacts or options they have already explored. Regarding the concern of lack of funds for many countries, he proposed that a kind of mini-consortium be created between

requiring countries to make a collective approach to donors for funding. He enumerated the different possibilities for collective action, such as the EU, UNDP and UNFPA, for those countries that qualify for their support. The GGP should be linked with on-going high priority programmes, such as „good governance“, the Millennium Development Goals, or the Lisbon indicators.

Training needs and possibilities

For details, see: http://www.unece.org/ead/pau/ggp/tmiwg/backgr_papers.htm

59. Ms. Jenny Gierveld presented a document prepared by Nico van Nimwegen on Training for initial country analysis and data files preparation. She pointed out that a GGP training programme should be tailored to the rich diversity of research interests and the varying levels of expertise. All training has to be organised in the absence of a training budget, that's why options within existing training facilities will be explored. A workshop on 'longitudinal datafile preparation' to prepare a set of comparable GGS datafiles for all participating countries would be needed. Several training workshops could be envisaged addressing specific themes such as: fertility and family dynamics, gender issues and construction of scales. The International Max Planck Research School for Demography (IMPRSD) can provide a complete set of high-level courses at no cost. It could be invited to host or co-organize both the longitudinal datafile workshop, as well as thematic analysis workshops. The Consortium Board has been asked to make a first inventory of topics and host countries for these workshops. The Research Training Network Demographic Sustainability and European Integration (RTN DEMOG) also offers good possibilities for specialized training. Another possibility is offered by the European Science Foundation via a Program for Quantitative Methods in the Social Sciences. The NIDI would be interested to (co-) organize a workshop on longitudinal data file structure, and/or event history analysis, or multistate models both within the framework of IMPRSD or the European Science Foundation.

Newsletter and communication

60. Mr. Miroslav Macura reiterated that PAU would like to become a clearing house of information. He reminded countries to provide PAU with new information as soon as it is available. As to the newsletter, PAU committed to ensure a newsletter twice a year.

Conclusions

- **Participants considered the meeting a success as it provided a good opportunity to exchange ideas and to appraise themselves of the situation on the Programme regionally and what happened in countries.**
- **Agreement was reached on a set of criteria for the participation in the GGP, and it was understood that these criteria should be adhered to as much as possible.**
- **It was agreed that PAU should continue to be the coordinating agency of the GGP, but the role of the Consortium Board and other collaborating institutions was acknowledged.**
- **The meeting took note of the suggested arrangements for the preparation of a standard data file, and PAU will make a proposal for the formalisation of these arrangements, taking into account regional and national legislation for data protection.**
- **The meeting endorsed the study design and sampling guidelines as prepared by Statistics Canada. On the basis of the discussions and work undertaken by MPIDR the Guidelines will be finalised and distributed through PAU and will be placed on the website.**
- **Meeting participants were made aware of the need to adhere strictly to solid methodological criteria with regard to the sample design, selection and maintenance. Several countries indicated that they would need technical assistance in this respect. Participants were reminded that it had been agreed that sample designs should be forwarded to PAU for comments and suggestions.**
- **The meeting took note of the work of the QDG I resulting in the core questionnaire, four additional optional modules and a manual. It was fully understood that the core questionnaire is mandatory, and that in only exceptional cases questions or sections should be excluded. Scope for including national relevant questions was acknowledged, but countries were requested to ensure that PAU received their version of the questionnaire (in**

English) in time for comments. The QDG I would act as concrete ideas on how to conduct the survey.

- The meeting took note of the proposed work programme of the Contextual Database Group and the Administrative Records Group.
- The meeting took note of the suggestions of the Analysis Group. Participants were encouraged to start developing ideas about the type of analysis they wished to carry out at an early stage and that the Analysis Group would be prepared to assist with suggestions and guidelines.
- The meeting took note of the training possibilities for data file preparation and event history analysis, but participants also indicated the need for training in study design, sampling and sample maintenance.
- Impressive progress made since last IWG. Countries have made great efforts to make the necessary arrangements and obtain funding for the implementation of the GGP. Three countries (Hungary (2001), Italy (2003) and Japan (2004) have already used part or the draft version of the GGS. Six countries have obtained full funding for the first wave of the GGP in the next 12 months or so, and another eight countries have obtained partial funding for the first wave fieldwork in the next 18 months or so.
- The meeting took note of the precarious funding situation at PAU for the coordination and the development of methodological support activities.

Next IWG meeting venue and date

61. The meeting accepted the offer of Mr. Turgay Unalan (Turkey), and agreed that the next meeting of the IWG will be held in Istanbul (Turkey) in September 2005.

Annex I: Agenda of the Meeting

Chair: Francois Héran (INED)
(Substituting John Hobcraft, LSE,
Chair of the CB)

Monday 24 May 2004

Morning session

0930 – 1100

1. Welcome by Haris Symeonidou (EKKE), Senior official, Greek Statistical Office and Miroslav Macura (PAU)
2. Election of Vice-Chairs (2)
3. Approval of the Agenda
4. GGP: progress and current situation Miroslav Macura

Break: 1100 - 1130

1130 – 1300

5. Study design and sampling guidelines Michelle Simard

Lunch - 1300 – 1430

Afternoon session

1430 – 1600

6. The GGS questionnaire and manual Andres Vikat
7. Analysis guidelines Jenny Gierveld

Break: 1600– 1630

1630 – 1800

8. Contextual database: proposals Martin Spielauer

Tuesday , 25 May

Morning session

0930 – 1100

- | | | |
|-----|---|-----------------|
| 9. | Use of administrative records in GGP | Helge Brunborg |
| 10. | Criteria for country participation by PAU | Miroslav Macura |

Break: 1100 - 1130

1130 – 1300

- | | | |
|-----|--|-----------------------|
| 11. | Criteria for country participation by PAU (continued) | Miroslav Macura (PAU) |
| 12. | Suggestions for cross-sectional report wave 1 ³ | Alphonse L. MacDonald |

Lunch - 1300 – 1430

Afternoon session

1430 - 1600

- | | | |
|-----|---|---------------------|
| 13. | Country presentations:
Panel discussion of countries with secured funding:
Austria, Bulgaria, France, Germany, Hungary, Poland,
and Russian Federation | Chair: Vice-Chair 1 |
|-----|---|---------------------|

Break: 1600 – 1630

1630 – 1800

- | | | |
|-----|---------------------------------------|---------------------|
| 14. | Country presentation: other countries | Chair: Vice-Chair 2 |
|-----|---------------------------------------|---------------------|

Wednesday, 26 May 2004

Morning session

0930 – 1100

- | | | |
|-----|--|-------|
| 15. | Country participation: other countries continued
Discussion and conclusions | Chair |
|-----|--|-------|

Break: 1100 – 1130

³ This section has been canceled in order to allow more time for discussion on the criteria for participation. The documentation on this session is available on the website at the following address: http://www.unece.org/ead/pau/ggp/tmiwg/present/pau_cross_secreport.ppt.

1130 – 1300

- | | | |
|-----|--|------------------------|
| 16. | Arrangements for standard record files | PAU, MPIDR and INED |
| 17. | Technical co-operation arrangements | Alphonse L. MacDonald) |

Lunch - 1300 – 1430

Afternoon session

1430 – 1600

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|-----|----------------------------------|-------------------|
| 18. | Training needs and possibilities | Nico van Nimwegen |
| 19. | Newsletter and communication | Miroslav Macura |

Break: 1600 – 1630

- | | | |
|-----|--|-------|
| 20. | Conclusions: discussions and consensus | Chair |
| 21. | Recommendations. | Chair |
| 22. | Next IWG meeting venue and date | Chair |
| 23. | Other business | Chair |
| 24. | Closing remarks by Haris Symeonidou (EKKE, Greece) and Miroslav Macura | |

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Annex III: Criteria

Criteria for participation in the Generations and Gender Programme (GGP)

The Generations and Gender Programme (GGP) is an international survey research programme that is based on the Generations and Gender Survey (GGS) seeking to collect individual-level data and national databases of aggregate-level contextual data. The GGP Consortium consisting of prominent demographic institutes, university departments and statistical offices from the member countries of the United Nations Economic Commission for Europe (UNECE) has prepared the Programme. The UNECE Population Activities Unit (PAU) acts as a GGP Co-ordination Centre. Working groups formed by the GGP Consortium have developed a GGS questionnaire (a mandatory core questionnaire and four optional modules) to be used for the surveys and a set of recommendations for sampling design and the contextual databases. The Programme will offer technical advice and training on sample size and maintenance as well as data analysis. Participation in the Programme is open to countries that commit themselves to fulfil the following criteria.

1. Establish a GGP National Committee or a GGP National Focal Point that has the mandate and responsibility to organise the national component of the Programme and to communicate with the GGP co-ordination centre;
2. Organise a national Generations and Gender Survey;
3. Agree to carry out at least three waves of the GGS;
4. Use the complete core questionnaire in the survey, possibly extended by one or more of the optional modules provided. Part of the information in the questionnaire may be collected from administrative records where this is practicable;
5. Use a probability sample of sufficient size for specific analyses, as recommended in the Guidelines of GGS Sample Design;
6. Allow the sample design, panel maintenance, and questionnaire of the national GGS to be reviewed by the GGP Co-ordination Centre. Follow, as appropriate, the recommendations of the GGP Co-ordination Centre regarding these issues;
7. Prepare and clean the file with the survey data for each wave and provide documentation in English for all instruments, including those on the sample, data collection, as well as the data file itself according to accepted standards of international survey research recommended by the GGP Co-ordination Centre;
8. Deliver the de-personalised individual-level data file to GGP Co-ordination Centre, along with the documentation, no later than 18 months after completion of the interviews, for processing, archiving and distribution;
9. Enter into a legally binding agreement with the GGP Co-ordination Centre which would allow *bona fide* researchers to use the data of the national survey waves for scientific research under appropriate regulations that ensure the anonymity of respondents;
10. Provide at least once every twelve months updated aggregate data for the GGP contextual database to the GGP Co-ordination Centre.