WP.1
ENGLISH ONLY

UNITED NATIONS STATISTICAL COMMISSION and
UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS

EUROPEAN COMMISSION
STATISTICAL OFFICE OF THE
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)

PROVISIONAL AGENDA AND TENTATIVE TIMETABLE

The aim of this meeting is to exchange experience among statisticians and other experts and to identify best practices in the field of statistical metadata. These cover information on concepts and classifications and the statistical process of data collection, processing and dissemination. Information from some of the papers presented at the meeting will be directly or indirectly incorporated into the METIS Metadata Framework that was developed following the February 2004 meeting.

Registration and Security: The meeting will begin at 9.30am on Monday 3 April 2006 in Salle XVI at the Palais des Nations in Geneva. On the first day of the session confirmed Delegates[1] are requested to present themselves at the Pass and Identification Unit of the UNOG Security and Safety Section (maps online at http://www.unece.org/stats/documents/ece/ces/ge.40/2006/inf.3.e.pdf) for the issuance of an identification badge. The Office is open Mondays to Fridays from 8 a.m. until 5 p.m (non-stop). In case of difficulty, please contact by telephone the UNECE secretariat on +41 (0)22 917 2084 (internal extension 73328 or 72084).

Monday, 3 April 2006		
Time	Session	Documentation
9:30	**Opening of the meeting**	WP.1
9:45	Introduction to session (i) and presentation of **invited papers** (1hour)	
Session (i) Metadata in a Corporate Context Session Organizer: Bo Sundgren (Statistics Sweden) A statistical metadata system must be an integral part of the strategic direction of a statistical organization. For this reason, it is vital that senior management is directly involved in any metadata project. This topic explores the approaches being taken to inform senior managers of the issues relating to metadata management. Issues addressed should include: • characteristics and elements of an effective metadata management system; • the metadata needs of different uses / users (internal purposes, end-users of statistical agency output, international comparison purposes); • processes for keeping staff and senior managers informed about metadata issues.		
Invited papers:		
	Presentation of a draft of Part A of the Metadata Framework: Statistical Metadata System and its role in a statistical organization Jana Meliskova (Consultant), Graeme Oakley (Australian Bureau of Statistics)	WP.2
	The Value Added of a Statistical Office Marleen Verbruggen and Max Booleman (Statistics Netherlands)	WP.3
10:45	Break (20 minutes)	

[1] Delegates must have completed the registration form (available in the Information Note and from the Internet website of the UNECE Statistical Division (http://www.unece.org/stats/documents/2006.03.metis.htm)) and sent it to the UNECE secretariat either by e-mail (jessica.gardner@unece.org) or by fax (+41-22 917-0040). On the first day of the session, delegates are requested to present themselves at the Villa les Feuillantines, UNOG Security and Safety Section, for the issuance of an identification badge. In case of difficulty, please contact by telephone the UNECE secretariat on +41 (0)22 91**7 2084**.

11:05	Presentation of session (i) **supporting papers** (30 minutes)	
Supporting papers:		
	The statistical and geoscientific IBGE's Metadata System Luigino Italo Palermo, Metadata Project Manager (Instituto Brasileiro de Geografia e Estatística - IBGE, Brazil)	WP.4
	The BNSI Experience in Metadata Collection and Organization Svetlana Ganeva (Bulgaria National Statistical Institute)	WP.5
	Experiences in developing a metadata system for the Czech Statistical Office Ebbo Petrikovits (Czech Statistical Office)	WP.6
11:35	General discussion, summary and conclusions from session (ii) (1hour)	
12:35	Lunch break (90 minutes)	
14:05	Introduction to session (ii) and presentation of **invited papers** (1h 25m)	
Session (ii) Metadata Concepts, Standards, Models and Registries Session Organizer: Paul Johanis (Statistics Canada) This topic includes issues relating to: • terminology - development of standard terminology at agency, national and international levels and vehicles for the promotion of standard terminology; • definitions, purposes and taxonomies; • metadata standards, guidelines and recommendations at the agency, national and international levels (current and those in the process of being developed); • common metadata constructs; • metadata models; • metadata registries and registration processes; • interchange of data and metadata at both the national and international levels.		
Invited papers:		
	Metadata Standards and their support of data management needs Daniel W. Gillman (US Bureau of Labor Statistics) and Paul Johanis (Statistics Canada)	WP.7
	SDMX and ISO/IEC 11179 Arofan Gregory and Chris Nelson (SDMX standards Team)	WP.8
15:30	Break (20 minutes)	
15:50	Presentation of session (ii) **supporting papers** (1 hour)	
Supporting papers:		
	Conceptual Modelling of Statistical Metadata and Metadata Data Model in CoSSI Heikki Rouhuvirta (Statistics Finland)	WP.9
	SORS thesaurus of statistical terms Joza Klep (Statistical Office of the Republic of Slovenia)	WP.10
	Statistical Metadata Model Developed at Spain: Current and future use and applications Maria del Mar Blanco Frias (Instituto Nacional de Estadistica, Spain)	WP.11
	The Nature of Data Frank Farance and Daniel W. Gillman (US Bureau of Labor Statistics)	WP.12
	Using the MCV terminology for mapping metadata from different institutions: the case of Eurostat and OECD Marco Pellegrino (Eurostat) and Denis Ward (OECD)	WP.13
	Recent achievements in metadata systems at the Romanian National Institute of Statistics Lucian Sinigaglia (National Institute of Statistics, Romania)	WP.14
16:50	General discussion, summary and conclusions from session (ii) (70 minutes)	
18:00	End of Business (EOB)	
18:15	Social programme – *Cocktail reception at the Palais des Nations (Bar 13-15)*	

Tuesday, 4 April 2006		
9:00	Introduction to session (iii) and presentation of **invited papers** (2 hours)	WP.15
Session (iii) Metadata and the Statistical Cycle Session Organizer: Graeme Oakley (Australian Bureau of Statistics) The session will focus on the role of metadata in different phases of the statistical cycle: • survey planning and design; • survey preparation; • data collection; • input processing; • derivation, estimation, aggregation; • analysis; • dissemination; • post survey evaluation.		
Invited papers		
	Statistics New Zealand's End-to-End Metadata Life-cycle Gary Dunnet (Statistics New Zealand)	WP.16
	Statistical cycle focus in metadata captured for surveys Alice Born (Statistics Canada)	WP.17
	Using the metadata in statistical processing cycle – the production tools perspective Matjaž Jug, Pavle Kozjek and Tomaž Špeh (Statistical Office of the Republic of Slovenia)	WP.18
	Reengineering projects focussing on metadata and the statistical cycle Ashwell Jenneker (Statistics South Africa)	WP.19
11:00	Break (30 minutes)	
11:30	Presentation of session (iii) **supporting papers** (30 minutes)	
Supporting papers:		
	Dissemination of Statistical Data and Metadata: Process Based on Common Structure of Statistical Information (CoSSI) Harri Lehtinen (Statistics Finland)	WP.20
	Quality Infrastructure System - a Case Study of an E2E Application at the ABS Graeme Oakley (Australian Bureau of Statistics)	WP.21
	Metadata as a crucial starting link in new statistical cycles Harry Goossens (Statistics Netherlands)	WP.22
12:00	General discussion, summary and conclusions from session (iii) (1 hour)	
13:00	Lunch break (90 minutes)	

14:30	Introduction to session (iv) and presentation of **invited papers** (1 hour 30 minutes)	

Session (iv) Implementation
Session Organizer: Max Booleman (Statistics Netherlands)
The Statistical Metadata Framework developed following the 2004 METIS meeting includes information about practical experiences of national statistical offices that have recently implemented or re-engineered their statistical metainformation systems.
The discussion on this topic will focus on:
• implementation planning and management;
• identification of recommended practice in the implementation of metadata systems, etc;
• usability considerations;
• infrastructure development options (e.g. build, buy, sharing and collaboration between NSOs, open source software);
• updating and improving statistical processes;
• change management:
  o influencing corporate culture (includes communication plans);
  o transition planning and management.		

Invited papers		
	StatLine 4 Metadata Implementation Edwin de Jonge (Statistics Netherlands)	WP.23
	Developing a System for Description of Microdata at Statistics Sweden Klas Blomqvist and K.E Kristiansson (Statistics Sweden)	WP.24
	Implementation of MetaStore in OECD Russell Penlington and Lars Thygesen (OECD)	WP.25
16:00	Break (20 minutes)	
16:20	Introduction to session (iv) and presentation of **supporting papers** (30 minutes)	
Supporting papers		
	Development of Metadata System at Croatian Bureau of Statistics Maja Ledić Blažević (Croatian Bureau of Statistics)	WP.26
	Using SDMX standards to achieve rapid dissemination of key short-term indicators on the European economy Bengt-Ake Lindblad, Leonhard Maqua, Marco Pellegrino and Giuseppe Sindoni (Eurostat)	WP.27
	Statistical Metadata in Statistics Norway Anne Gro Hustoft and Jenny Linnerud (Statistics Norway)	WP.28
16:50	General discussion and conclusion of session (iv) (70 minutes)	
18:00	EOB	
18:15	Meeting of the Metadata Framework Task Force *(Task Force members only)*	
Wednesday, 5 April 2006		
9:00	Information Session: **Establishment of an Electronic Data Reporting Task Force** Juraj Riecan (UNECE)	WP.29
9:30	Open Discussion (1 hour)	
10:30	Break (30 minutes)	
11:00	**Finalising the Framework** – summary of proposed actions and timeframes, resolution of any outstanding issues	
12:30	Lunch break (90 minutes)	
14:00	**Future work in the field of statistical metadata** (1 hour)	
15:30	**Adoption of the report and summary of main conclusions** (1 hour)	Draft report
16:30	EOB	