

UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS

Group of Experts on Population and Housing Censuses
(Geneva, 30 September – 3 October 2013)

INFORMATION NOTE FOR PARTICIPANTS

The meeting will be held in room VII at the Palais des Nations, Geneva.

The meeting will start at 9:30 a.m. on Monday, 30 September 2013
and will finish on Thursday, 3 October by 5:30 p.m

I. INTRODUCTION

1. The United Nations Economic Commission for Europe (UNECE) and Eurostat are jointly organising a meeting of the Group of Experts on Population and Housing Censuses from 30 September to 3 October 2013. A workshop on population and housing censuses for countries of Eastern Europe, Caucasus and Central Asia is also planned on 4 October (a separate information note will be issued for this second event, and posted on <http://www.unece.org/stats/documents/2013.10.census2.html>).

2. The meeting will be held in room VII (3d floor, nearest entrance Door A11 and C6) at the Palais des Nations, Avenue de la Paix 8, Geneva. Information on the purpose and agenda of the meeting is given in sections II and III below.

II. PURPOSE OF THE MEETING

3. The main purpose of the meeting is to review national practices in connection with the 2010 round of population and housing censuses, discuss the lessons learnt, and agree with main changes to the Conference of European Statisticians (CES) Recommendations for the Population and Housing Censuses for the 2020 census round. The meeting is organized in the framework of the work plan on censuses for the period 2012-2015 adopted by the CES in June 2012.

4. The target audience of the meeting includes census managers and experts responsible for various aspects of census planning and management in national statistical offices and census agencies.

III. AGENDA OF THE MEETING

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

1. Review of national practices and discussion on CES Recommendations for 2020 round (discussion based on reports by UNECE Task Forces and Steering Group on Censuses and selected papers by countries):

- 1.a. Census methodology
- 1.b. Census technology
- 1.c. Census costs and benefits
- 1.d. Census coverage and quality
- 1.e. Population to be enumerated and geographic characteristics
- 1.f. Economic and educational characteristics
- 1.g. Migration and ethno-cultural characteristics

- 1.h. Demographic, household and family characteristics
- 1.i. Housing topics
- 1.j. Other census topics and other sections of the CES Recommendations
- 2. *Selected national experiences in the 2010 census round (discussion based on papers by countries):*
 - 2.a. Census methodology, technology and management
 - 2.b. Population enumerated and census information content
- 6. Explanatory notes on the above topics are provided below.

1. *Review of national practices and discussion on CES Recommendations for 2020 round*

7. The UNECE carried out in Spring 2013 an online survey to collect information from UNECE countries on national practices in connection with the population and housing censuses of the 2010 round. The results of the survey have been analysed by the UNECE Task Forces and the Steering Group on Censuses, which prepared a number of papers for discussion at the meeting.

8. In general, for each of the sub-sessions listed in para. 5.1. above, the following papers will be discussed at the meeting:

- 1) a review of national practices on the subject of the sub-session (i.e. census methodology, census technology, etc.);
- 2) selected papers submitted by countries on the topic of the sub-session (see below section “V. Documentation”);
- 3) a proposal on new text - or revision of the existing text – for the topic of the sub-session, to be considered for the CES Recommendations for the 2020 censuses.

9. In the sub-session 1.e on “Population to be enumerated and geographic characteristics”, Eurostat will possibly present preliminary ideas on the review of the usual residence concept.

2. *Selected national experiences in the 2010 census round*

10. In this session, selected country papers on national experiences in the 2010 census round will be discussed, to complement those focussing on specific census topics that will be presented in the sub-sessions of session 1. Attention will be paid in particular to innovative practices and lessons learnt that could be useful for other countries. The papers will be selected among those contributed by the countries for the meeting. The session will tentatively include two sub-sessions, as indicated at para. 5.2 above.

IV. PARTICIPATION, ACCREDITATION AND REGISTRATION FOR THE MEETING

11. The meeting is open to representatives of all member States of the United Nations Economic Commission for Europe (UNECE). Representatives of other Member States of the United Nations, specialized agencies of the United Nations, other intergovernmental organizations and non-governmental organizations in consultative status with the Economic and Social Council (ECOSOC) may also participate in a consultative capacity, according to the terms of reference of UNECE (E/ECE/778/Rev.3, paras. 11, 12 and 13). All delegates must be accredited by the competent authority of their country or international organization.

12. All participants should register for the meeting by completing the attached registration form and sending it to the UNECE secretariat (email: social.stats@unece.org or fax: +41 22 917 0040) **by 30 August 2013.**

13. 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 at the Embassy of Switzerland in the country in which the participants reside, with reference to the [UNECE/Eurostat Meeting on](#)

Population and Housing Censuses. If necessary, the UNECE secretariat can provide a letter to facilitate obtaining a visa (please send your request to fax: +41 22 917 0040 or e-mail: social.stats@unece.org).

14. In order to enter the Palais des Nations, all participants need to obtain a security pass (ID badge). For this purpose, please present yourself with your passport and the original registration form at the UN Security Identification Office at the Pregny Gate of the Palais des Nations (Avenue de la Paix 14, 1210 Geneva; buses 8, F, V, Z and 28, stop Appia). The Security Identification Office is open Monday to Friday from 8 a.m. to 5 p.m. (non-stop). For identification and security reasons, delegates are requested to wear their security badges at all times while inside the Palais des Nations.

15. Maps of Geneva and information for visitors to the Palais des Nations are available on the following web page: <http://www.unece.org/meetings/practical.htm>. The same web page includes a map of the Palais des Nations (click on “UN Map”) with indication of the UN Security Identification Office at the Pregny Gate entrance.

V. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES OF THE MEETING

16. The working languages of the meeting are English, French and Russian; simultaneous interpretation will be provided in the three languages.

17. For Session 1 “Review of national practices and discussion on CES Recommendations for 2020 round”, the documentation will include a number of papers prepared by the UNECE Task Forces and Steering Group on Population and Housing Censuses. These papers will be translated (subject to availability of resources) and made available at the meeting in English, French and Russian.

18. All participants are welcome to submit one or more papers on specific experiences in their census. Papers should preferably focus on innovative practices and lessons learnt that could be useful for other countries. The papers submitted will be considered for presentation at the meeting, either in session 1 (if they fit in one of the sub-sessions listed in para. 5.1 above) or in session 2 “Selected national experiences in the 2010 census round”. The possibility to present the papers and the time available for the presentations will be communicated to the authors by the organizers depending on the number of papers received.

19. Participants can submit papers in any of the working languages of the meeting (English, French or Russian). For papers not submitted in English, the authors are invited, if possible, to submit also a short abstract (maximum one page) in English. Papers will be disseminated in the language in which they will be submitted. If resources allow, papers will be translated and disseminated also in other languages.

20. All papers will be made available on the website of the UNECE secretariat at the following location: <http://www.unece.org/stats/documents/2013.10.census1.html>

21. **The following deadlines and requirements apply:**

- Interested national statistical offices and other organizations that would like to contribute a paper for the meeting should send an e-mail message to paolo.valente@unece.org **by 30 June 2013**. The message should specify the title of the paper and the topic to which it refers. A short abstract of the paper (maximum one page) should be included, possibly in English.
- The full versions of papers, *not exceeding 20 pages in length (including tables, references, annexes, etc.)*, should be sent to the UNECE secretariat **by 15 August 2013**;
- Papers should be submitted in Word format to paolo.valente@unece.org
- Registration forms should be submitted **by 30 August 2013** to social.stats@unece.org.

22. 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

23. Participants are requested to make their own accommodation arrangements. The UNECE secretariat in Geneva is not in a position to provide such services to participants. Participants are advised to book hotel accommodation well in advance of the meeting since available rooms are limited due to other meetings and events taking place in Geneva during the months of September-October. List of hotels and map of Geneva are available on the following website:

<http://www.unece.org/meetings/practical.htm>. The following information is also available:

- The closest hotel to Palais des Nations is the 5-Star Intercontinental.
- Cornavin, Suisse, Les Nations are four-star hotels and within 7-10 minutes to the Palais des Nations by buses 8, 5, 28, F, V, Z and tram 15.
- There are several three-star and four-star hotels near Cornavin, the main train station. These hotels are moderate in price and are 10 minutes by bus or tram and 25-30 minutes on foot from the Palais des Nations. Examples include: Eden, Manotel, Mon Repos, des Alpes, International and Terminus, Montana, Savoy, Suisse, and Windsor. Newly opened hotel Ibis Geneve Centre Nations is in Grand Pre is in 5 minutes by bus.

VII. FREE PUBLIC TRANSPORT IN GENEVA

24. Geneva International Airport now offers incoming passengers a free ticket for public transport. The free tickets are available from a machine in the airport's baggage collection area and allow you to use any public transport (train, tram, bus) in Geneva and surrounding areas for a period of 80 minutes. Look for the machine pictured below after collecting your luggage and before walking out through the customs area.



25. The Geneva Airport is approximately 4 kilometres from the city centre. The train is the most efficient way to get into the city. Follow the signs to the airport railway station from the arrivals area. All trains leaving from the airport stop at the central Geneva-Cornavin station. The journey takes six minutes. The buses 5 and 28 will bring you from the airport to the Place des Nations.

26. Taxis are readily available from the airport. They are metered, so costs will vary, the journey from the airport into the city centre will usually cost around CHF 30.

27. When checking-in at your hotel you should receive a free [Geneva Transport Card](#), enabling you to use the entire Geneva public transport system free of charge throughout your stay.

28. Tourist and public transport information is available at the Unireso information desk in the airport arrival hall after you go through customs. More information on Geneva's free public transport initiative is available from:

- Public transport from Geneva Airport: <http://www.gva.ch/en/desktopdefault.aspx/tabid-62/>
- Free Geneva Transport Card: <http://www.geneve-tourisme.ch/en/useful-information/how-to-get-around/geneva-transport-card/>

VIII. CURRENCY

29. The exchange rate of the euro and the Swiss franc is now around 1.20 francs per 1 euro and is subject to daily market fluctuations. For conversion rate please consult <http://www.ubs.com/1/e/index/bcqv/calculator.html>. Currency exchange facilities are available in the city centre and at the UBS bank branch at Palais des Nations, located on the ground floor of C building (door C6). It is open from 08:30 to 16:30, with no lunch break, from Monday to Friday.

IX. INFORMATION AND CORRESPONDENCE

30. Should you have any questions regarding the information provided above, please contact:

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