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ENGLISH ONLY

**UNITED NATIONS STATISTICAL COMMISSION and
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**

Meeting on the Management of Statistical Information Systems (MSIS 2009)
(Oslo, Norway, 18-20 May 2009)

INFORMATION NOTICE No. 1

1. At the invitation of the Government of Norway, the Joint UNECE/Eurostat/OECD meeting will be held in Oslo from 18 to 20 May 2009, hosted by Statistics Norway. It will take place at the Thon Hotel Opera, Christian Fredriksplass 5, Oslo and will start at 10.00 a.m. on 18 May.
2. The Meeting is primarily intended for informatics managers from statistical organizations and other specialists responsible for the coordination, planning and management of complex projects in statistical information processing.

II. AGENDA OF THE MEETING

3. The work programme of the meeting will consist of the following substantive themes:
 - Governance;
 - Architecture;
 - Sharing of software and components.
4. Detailed explanatory notes on the nature and expected outcomes of the themes are provided in Section V of this Information Notice.

III. PARTICIPATION AND ACCREDITATION

5. 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.** 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 Norway in the country in which the participant resides, with a reference to the Joint UNECE/Eurostat/OECD Meeting on the Management of Statistical Information Systems.

6. The statistical offices and international organizations are asked **to inform the UNECE secretariat before 18 February 2009** whether their organization intends to participate at the meeting and/or submit a contribution on the topics mentioned above. Please indicate the topic on which the paper will be as well as the participant(s) name(s) and their contact data.

7. Participants are requested to fill in the attached Conference **registration form**, which will also be available in Word format on the website at the address indicated in paragraph 11. It should be sent to the UNECE secretariat by **6 April 2009** (as indicated on the form) so that it may be processed well in advance of the meeting.

IV. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES

8. The official language of the meeting is English. The documents should, therefore, be submitted in English only. The following deadlines and requirements apply:

- The papers, not exceeding 10 pages in length, should be sent to the UNECE secretariat **by 6 April 2009 at the latest**.
- Papers should be submitted in electronic format in **MS Word** by e-mail to Ms. Diane Serikoff (diane.serikoff@unece.org).
- Templates in Word containing the header and format will be made available on the website or may be requested by e-mail (diane.serikoff@unece.org).

9. The Steering Group preparing the meeting has asked selected countries to prepare invited papers and appointed discussants to lead the discussion on the individual themes. The Discussants are indicated in the Explanatory Notes to the Agenda in Section V below. For each substantive theme on the agenda, the discussants will invite 2-3 speakers to write an invited paper and to present them at the meeting. All other participants are welcome to submit a supporting paper on any theme.

10. Authors of invited papers will have about 20 minutes per paper for the presentation. Authors of supporting papers may be given 5-10 minutes (time permitting) to highlight the main issues raised in their papers. Presenters may use PowerPoint presentations or Adobe Acrobat full screen presentations. The UNECE secretariat cannot provide translation of the presentations. The secretariat will post them on the website after the meeting.

- PowerPoint and Adobe presentations should be sent to the UNECE secretariat **by 4 May 2009** at the latest, so that these may be installed on the presentation computer prior to the meeting.

11. Invited and supporting papers along with the provisional agenda and timetable will be made available on the website of the UNECE secretariat at the following location:

<http://www.unece.org/stats/documents/2009.05.msis.htm>

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.

V. EXPLANATORY NOTES TO THE SUBSTANTIVE THEMES

GOVERNANCE

Session Organizers: Cathy Wright (cwright@imf.org) and Jolanta Stefanska (jstefanska@imf.org), International Monetary Fund (IMF) and Adam Wronski (adam.wronski@ec.europa.eu), Eurostat

12. The papers presented and discussed under this topic will address organizations' experiences in a broad range of topics related to the management and governance of statistical business and IT management. These topics cover the following areas:

The impact of organizational downsizing: what are the drivers for downsizing and what are the ways in which statistical businesses cope? Papers should provide a candid analysis of change management and the business, IT, and human management affected from first decision to return to a stable state.

Sound business and IT relationships: what constitutes a balanced and effective interaction between the two realms?

Project management: some organizations are process intensive while other organizations are quick to implement but pay a cost later. What are the pros and cons of each approach and how is a balance realized?

Outsourcing: many organizations have gone through or are planning to outsource selected IT and business activities. What are the lessons learned, benefits, and costs? An update from organizations who have presented in the past would be welcome.

E-government: what is the role of the statistical office including its impact on internal IT management and relations with other government institutions?

ARCHITECTURE

Session Organizer: Karen Doherty (karen.doherty@statcan.ca), Statistics Canada

13. Developments in technology, and in particular the increased interest in Enterprise Architecture, are having a profound impact on the way we develop systems. A solid architectural underpinning is crucial to the success of the on-going initiative to increase the sharing and reuse of statistical applications. The presentations under the Architecture topic this year are expected to focus on examples of how the architecture chosen for the development of a system can facilitate or discourage the creation and adoption of shared systems and services. Contributors to this topic may wish to include the following issues:

- Architecture principles used in the design of systems;
- Modular component development to encourage reuse and sharing;
- Architectural models that are flexible and adaptable;
- Lessons learned in the development of shared components;
- Examples of reusable solutions.

SHARING OF SOFTWARE AND COMPONENTS

Session Organizer: Marton Vučan (mvcn@cbs.nl), Statistics Netherlands

14. As a follow-up to last year's meeting in which it was decided that a task force would be created, the work done by the task force will be presented for discussion. A final report has been produced, together with a paper on future challenges, and proposals for the creation of an advisory board. The MSIS meeting will be asked to agree on these proposals, which will appear on the UNECE website 1 month before the meeting. Countries are invited to comment on these before the meeting by email to the UNECE secretariat: steven.vale@unece.org

Comfort Hotell Børssparken
www.choicehotels.no
 Tollbugaten 4
 0152 Oslo
 +47 22 47 17 17
cc.borsparken@choice.no

Clarion Hotell Bastion
www.choicehotels.no
 Skippergata 7
 0152 Oslo
 +47 22 47 77 00
cc.borsparken@choice.no

20. The following hotels are located within a 10-20 minutes walk from the Thon Hotel Opera:

Thon Hotel Bristol (Conference) Kristian IV's gate 7
 0164 Oslo
 +47 22 82 60 00
Bristol@thonhotels.no

Thon Hotel Cecil (City) Stortingsgaten 8, inng.
 Rosenkrantz gate
 0161 Oslo
 +47 23 31 48 00
Cecil@thonhotels.no

Thon Hotel Munch (Budget) Munchs gate 5
 0165 Oslo
 +47 23 21 96 00
Munch@thonhotels.no

Thon Hotel Stefan (City) Rosenkrantz gate 1
 0159 Oslo
 +47 23 31 55 00
stefan@thonhotels.no

Thon Hotel Vika Atrium Munkedamsveien 45
 0250 Oslo
 +47 22 83 30 00
Vika.atrium@thonhotels.no

VII. FURTHER INFORMATION

21. For further information, please contact the following organizers:

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France

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REGISTRATION FORM

Joint UNECE/Eurostat/OECD Meeting on the Management of Statistical Information Systems (MSIS 2009)
(Oslo, Norway, 18-20 May 2009)

This form should be completed in duplicate by each participant and returned **by 6 April 2009**

to: Ms. Diane Serikoff
Tel: +4122 917-2241
Fax: +4122 917-0040
E-mail: diane.serikoff@unece.org

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. If you intend to present a paper, please indicate theme and title:		
10. Special requirements:		

Date _____

Signature _____