

INFORMATION NOTE TO PARTICIPANTS

**The Joint UNECE/Eurostat Work Session on Statistical Metadata will be held in
the Ampère Meeting Room, BECH Building, Luxembourg,
starting on Wednesday, 6 March at 9.00 a.m.**

I. PROVISIONAL AGENDA OF THE MEETING

1. Adoption of the agenda.
2. Designation of officers.
3. **Infrastructure issues for statistical metadata**
Invited papers by United States, Australia, Eurostat and IMF; supporting papers from Armenia, Ireland, Sweden (3), Eurostat and OECD, Metanet project and the SDMX Task Force.
4. **Users and metadata, statistical information portals**
Invited papers by Canada and United States; supporting papers from Bulgaria, ILO and UNECE.
5. **Metadata and quality**
Invited papers by Canada, Eurostat, IMF and OECD; supporting papers from Azerbaijan, Czech Republic, Kyrgyzstan, Slovenia and United Kingdom.
6. Future work.
7. Adoption of the conclusions reached at the Work Session.

II. GENERAL INFORMATION

8. The Conference of European Statisticians, at its 2001 plenary session, included this Work Session in its meeting programme (see CES/2001/34/Add.2, programme element 2.3). The Work Session will be held in English only.
9. All documentation for the meeting will be made available at the following Internet address:

<http://www.unece.org/stats/documents/2002.03.metis.htm>

Hard copies of documents will be sent out to participants only if requested (please indicate your request on the Registration Form, or send an e-mail to josephine.rauss@unece.org). The UNECE Secretariat will inform participants by e-mail when documents become available on the Internet.

10. The agenda items will be considered based on two main categories of papers, **invited papers** and **supporting papers**. The organisers of the meeting have contacted a small number of countries and asked them to prepare invited papers for specific items. The invited papers will provide the main basis for discussion. However, issues raised in the other papers that countries contribute to the meeting (supporting papers) will also be discussed under that item. The deadline for the receipt of all papers is **30 November 2001**.

11. Consideration of individual agenda items will be led by Session Discussants. The sessions will start with the presentation of the invited papers, followed by a brief question period. The Discussants will then introduce the supporting papers. The authors will have an opportunity to comment briefly on their papers and to answer any questions. The Session Discussants and authors of both invited and supporting papers are encouraged to keep in close contact in order to better prepare the discussion and to take into account the requirements of the Session Discussants. The Discussants and their relevant contact information are provided below.

III. EXPLANATORY NOTES TO THE AGENDA

12. The meeting will focus on the substantive topics listed in the Programme of Work of the Conference of European Statisticians under the Programme Activity 2: *Technical infrastructure and other cross-cutting issues*, Programme element 2.3: *Dissemination and interchange of statistical information* (see CES/2001/34/Add.2).

Agenda item 3: Infrastructure issues for statistical metadata

Discussants: Paul Johanis (Statistics Canada) and Michael Colledge (OECD)

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Invited papers:

?? *Building a Metadata Repository to Support the 2002 Economic Census* (Samuel Highsmith, U.S. Census Bureau);

?? (Australia);

?? *Leveraging new technologies to establish an open exchange system for statistical information* (IMF);

?? *Theseus: a Thesaurus for accessing Eurostat's reference database* (Bart De Norre and Dominique Groenez, Eurostat).

13. This session will focus on the technical questions related to metadata infrastructure: concerning practical tools and technical solutions, on the one hand, and the search, thesauri and terminological issues on the other hand. The discussion during this session can address a variety of issues:

- Repository design;
- Technical solutions for integrating multiple (stovepipe) macro-level sources;
- Use of XML, XML schema, etc. (Who is doing what? How?);
- Organizing and managing the maintenance and updating of metadata (metadata life-cycle);

- Building and maintaining thesaurus and similar types of thematic or topical classification systems;
- Search engines and their implementation within a statistics website;
- Practical tools for documenting data;
- Role of metadata in integrating statistical information Websites with broader government portals.

Agenda item 4: Users and metadata, statistical information portals

Discussants: Lars Rauch (Statistics Sweden)

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 Sweden
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Invited Papers:

?? *The Statistics Canada Portal: Experience and Lessons Learned* (Louis Boucher, Statistics Canada);

?? *Creation and Use of Metadata by Survey Methodologists* (Cathryn Dippo, U. S. Bureau of Labor Statistics).

14. This session will deal with metadata and information portals from the content- and user-oriented perspective. The discussion can touch on a number of issues:

- Use of metadata for explaining statistics, improving statistical literacy, etc.;
- Statistical "info-tainment", role of multimedia in integrating metadata with data;
- Use cases: how does the use of metadata vary by type of user, user task, etc.?
- Aids for information seeking, including site design of portals;
- "wide-area-data-web";
- Integrating statistical agency metamodels with end-user access systems;
- Information retrieval aspects, query languages for users, terminology;
- User studies focused on the use of metadata.

Agenda item 5: Metadata and quality

Discussants: Cathryn Dippo (U.S. Bureau of Labor Statistics) and Jozica Klep (Statistical Office of the Republic of Slovenia)

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Invited papers:

?? *Assessing the Quality of Metadata: The Next Challenge* (Paul Johanis, Statistics Canada);

?? *Assessment of data quality for comparisons across countries: Eurostat's experiences and the Leadership Group (LEG) on Quality* (Håkan Linden and Harald Sonnberger, Eurostat);

?? *Metadata and data quality assessments* (IMF);

?? *How Useful are Statistical Metadata in Assessing Data Quality?* (Michael Colledge and Denis Ward, OECD).

15. Questions of data and metadata quality have lately attracted increased attention in statistical offices and on an international level. Metadata is the main tool for providing information about data quality. At the same time, the quality of metadata as such fulfils an important role in data production and dissemination. The Discussion under this session is expected to consider the following issues:

- What measures of data quality should be provided and how?
- How to use the internet for integrating data quality metadata with the data;
- Standards and priorities for data quality metadata;
- Assessing the quality of metadata, the users' perspective;
- How to develop quality measures within administrative records system, i.e., automatic metadata creation;
- How to assess metadata quality across countries.

Agenda item 7: Future work

16. Under this agenda item, the Work Session is expected to discuss issues of potential interest to countries and international organisations for future work by the Conference of European Statisticians on statistical metadata.

IV. DEMONSTRATIONS

17. Since only a very limited amount of time on the margins of the meeting can be set aside for demonstrations, they will have to be made during lunch breaks and after the afternoon session ends. To facilitate planning, participants wishing to give a demonstration should inform the EUROSTAT secretariat well in advance of the meeting and also indicate the requested facilities and equipment for the demonstrations.

V. ORGANIZATIONAL INFORMATION

General

18. The meeting will take place in Eurostat's AMPERE Meeting Room of the BECH Building at 5, rue Alphonse Weicker, Kirchberg, Luxembourg, and will start at 9.00 a.m. on Wednesday, 6 March 2002.

19. Participants are asked to make their own hotel reservations - a list of hotels, restaurants and other information on Luxembourg can be found at <http://www.luxembourg-city.lu/touristinfo>. However, a short list of hotels used by participants to meetings at Eurostat can be obtained from the secretariat of Unit A3 (please send an e-mail to doreen.peiffer@cec.eu.int).

Directions

20. Eurostat's offices in Kirchberg are situated about half-way between the airport and the centre of Luxembourg, 10-15 minutes from each. There is a shuttle bus from the airport to the railway station via the town centre (at present, tickets cost 150 LUF, i.e. less than 4 Euro). Some of these buses stop near the Bech building but it is advisable to check with the driver. The municipal bus service N° 9, direction "Gare Centrale", runs from the airport to the centre of Luxembourg (stop "Hamilius") where a change to a N° 18, direction "Kirchberg/Foire", will bring you to the Bech building (stop "Alphonse Weicker"). Tickets are sold on the bus - the fare is a flat rate of 45 LUF (1.12 Euro) and one ticket is valid for both parts of the journey (if within 1 hour). The N° 18 bus travels between the railway station and Kirchberg and can be picked up at various stops on the way including the Centre Hamilius.

21. For those arriving by car, Eurostat is in the same building as a large shopping centre (Auchan), and free parking is available in the underground car-park. The Eurostat offices can be entered from within the shopping gallery, using the entrance on the ground floor by the glass-sided lift (between the *Zen Restaurant Chinois* and *L'Autre Traiteur*).

Security

22. New security measures adopted by the Commission mean that an identification badge must be worn by all persons in Commission buildings.

23. In order for these badges to be produced on time, it is imperative that the EUROSTAT Secretariat knows the details of meeting delegates at least 10 days before the meeting takes place. Badges will be issued when some form of identity and the meeting invitation letter are produced on entering the building. No prior inscription could mean that the security services can refuse access to the building.

Additional Information

24. All correspondence regarding the Work Session should be addressed to:

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Joint UNECE/Eurostat Work Session on Statistical Metadata
(6 – 8 March 2002, Luxembourg)

REGISTRATION FORM

This form should be completed in duplicate by each participant
and returned **by 15 January 2002**

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1. Surname (Family name): Mr./Ms.	2. First name:
3. Representing (country or organization):	4. Professional title:
5. Mailing address:	
6. Tel. No.:	7. Fax No.:
8. E-mail address:	
9. Requested way of receiving documentation: <div style="text-align: center;"> Paper form ? Internet ? </div>	
10. Name of your hotel in Luxembourg:	
11. Date and time of arrival in Luxembourg:	12. Date and time of departure from Luxembourg:
13. Special dietary or other requirements:	

Date _____ Signature _____