

**MODERNISATION WORKING GROUP
ON PRODUCTION, METHODS, AND STANDARDS**

TERMS OF REFERENCE

I. BACKGROUND

1. As the importance of the work undertaken by the Strategic Advisory Body for the Modernization of Statistical Production and Services in Asia and the Pacific (SAB-AP) grows, and the expectations of statistical organisations for concrete outputs increase, it is increasingly important to put in place an appropriate governance structure for the different SAB-AP initiatives. While the SAB-AP will ensure strategic coordination with the modernization work undertaken in other regions of the world, notably the work undertaken under the auspices of the High-Level Group for the Modernisation of Statistical Production and Services (HLG), increased coordination and cooperation at the Asia-Pacific regional level is of utmost importance. The SAB-AP therefore proposes the creation of a Modernization Working Group on Production, Methods and Standards (hereafter referred to as “the working group”) to ensure a more efficient implementation of its regional strategy.

II. MANDATE

2. The ESCAP Committee on Statistics (CST), at its third session in December 2012, considered and endorsed the establishment of the SAB-AP. The CST, through its Bureau, approved the terms of reference of the SAB-AP, including the proposed governance structure for activities and working groups overseen by the SAB-AP. The working group is part of that structure. It reports to the SAB-AP, and derives its mandate from the SAB-AP.

III. OBJECTIVES

3. The working group will consider and make proposals in three priority areas:
 - Develop advocacy strategy and prepare advocacy material for the regional implementation and adaptation of the architectures, tools and standards needed to support modernization in statistical organizations, especially the Common Statistical Production Architecture (CSPA), the Generic Statistical Business Process Model (GSBPM) and the Generic Statistical Information Model (GSIM);
 - The use of big data in official statistics; and
 - Explore opportunities for the use of modules developed under the Common Statistical Production Architecture (CSPA) for capacity building in Asia and the Pacific (e.g. the seasonal adjustment module).
4. In doing so, the working group will regularly consult and coordinate with related initiatives undertaken in other regions, notably the related modernization committees established under the HLG. In this respect, it will contribute inputs reflecting the regional perspective in relation to the maintenance and development of the Common Statistical Production Architecture and associated catalogues of sharable artefacts (such as tools and methods) as well as to the maintenance and development of the Generic Statistical Business Process Model (GSBPM) and the Generic Statistical Information Model (GSIM).

5. The work on the above priority areas should begin sequentially in the order as listed. However, if there is another group of experts available that subgroup may take on another of the priority area.

IV. PLANNED ACTIVITIES AND OUTPUTS

6. The main activities and outputs of the working group will be:
 - To oversee the organization of relevant workshops and expert group meetings.
 - To oversee the preparation of materials on the topics of the management of statistical information systems, statistical methodology (including data editing), and the components of an “industry architecture” for official statistics.
 - To contribute to the SDMX, DDI and geospatial capacity building of the countries in the Asia-Pacific region.
 - To monitor developments in these areas within and beyond official statistics, and inform the SAB-AP of any important issues.
 - To provide input as needed to the SAB-AP.
 - To prepare a report for the SAB-AP once per year, on results, key issues, and outreach activities.

V. TIMETABLE

7. The working group will start work in August 2014. The terms of reference, and the continued existence of the working group will be reviewed every two years by the SAB-AP, which will make recommendations accordingly to the bureau of the CST.

VI. METHODS OF WORK

8. The working group will work mainly by web conferences and wikis. Upon availability of financial resources, the working group should meet physically at least once per year, tentatively on the margins of other events. It will ensure effective communication with all stakeholder groups, using all appropriate communication channels. The working group may decide to establish smaller groups of experts among its membership to work on specific issues in relation with the broader mandate of the working experts.

VII. MEMBERSHIP

9. The list of members will be confirmed by the SAB-AP, taking due account of the representation of different regions, specialists and stakeholder groups. Members will normally be drawn from national and international statistical organizations; however, to encourage greater interaction with other relevant initiatives beyond official statistics, representatives of such initiatives may also be invited to join the working group.
10. The working group will have a target membership size of around 10-12 people.

11. The working group may invite additional persons to participate in some or all of its activities, depending on priorities and interests, where their contributions would be of benefit to the work of the committee.
12. The members of the working group undertake to devote the necessary time to adequately discharge their duties. The members shall dedicate at least two working days per month to the work of the working group.
13. The working group will elect one of its members to be chair. The term of the chair will be limited to a maximum of 2 years.
14. The Statistics Division of ESCAP will serve as the secretariat to the working group.