

**UNITED NATIONS
ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS**

**EUROPEAN COMMISSION
STATISTICAL OFFICE OF THE
EUROPEAN UNION (EUROSTAT)**

**ORGANISATION FOR ECONOMIC COOPERATION
AND DEVELOPMENT (OECD)
STATISTICS DIRECTORATE**

Workshop on Statistical Metadata: Implementing the GSBPM¹ and Combining Metadata Standards

INFORMATION NOTICE No. 1

The Workshop will be held in Room XI of the Palais des Nations, Avenue de la Paix, Geneva, Switzerland, from 5-7 October 2011.

I. PURPOSE OF THE WORKSHOP

1. This workshop is organised as part of the Conference of European Statisticians work programme on statistical metadata (METIS). The aim of the workshop is to exchange experiences and identify best practices relating to the implementation and further development of the GSBPM, and the potential for using different metadata standards within the framework of the GSBPM. Formal METIS Work Sessions are held every 2-3 years, with workshops in-between, if a need is identified to make progress on specific issues in a less formal setting.
2. The target audience for this workshop includes statistical metadata specialists, and people responsible for implementing and supporting changes to statistical business processes.

II. AGENDA OF THE MEETING

3. The workshop will consider the following substantive topics:
 - (i) Overview of DDI²;
 - (ii) Implementing DDI in statistical organisations;
 - (iii) National implementations of the GSBPM and related models;
 - (iv) The GSBPM and process quality management;
 - (v) Metadata flows within the GSBPM;
 - (vi) International projects and initiatives using the GSBPM as a framework for their activities.
4. Explanatory notes to individual topics on the agenda are provided in Section VI of this Information Notice.

¹ Generic Statistical Business Process Model – see www.unece.org/stats/gsbpm

² Data Documentation Initiative – see www.ddialliance.org/

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 workshop. All participants must be accredited by the competent authorities of their country or international organization.

6. 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 Swiss Embassy in the country in which the participant resides. A letter to facilitate obtaining a visa can be requested from the UNECE secretariat.

7. Representatives from national and international statistical organizations who wish to participate should complete the attached registration form and return it to the UNECE secretariat **by 31 August 2011**. Those participants who wish to contribute a paper or are invited to make a presentation should note the requirements in Section V below.

IV. ACCOMMODATION

8. Delegates are requested to make their own accommodation arrangements. Information about accommodation options in Geneva can be found at www.geneva-tourism.ch.

V. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES

9. The working language of the workshop is English, though simultaneous interpretation into Russian may be available during the plenary sessions. All documents must be submitted in English.

10. The main purpose of the workshop is to discuss issues and share experiences. Therefore, the number of presentations will be limited. These presentations will be strictly by invitation only. Any organisation wishing to contribute a room paper or a poster on a topic related to those covered in the workshop, is welcome to do so. There will be a poster session, where authors can discuss their posters with other participants, but contributed room papers will not be presented during the workshop.

11. The following deadlines and requirements apply for contributed room papers:

- The full versions of paper should be sent to the UNECE secretariat by **31 August 2011 at the latest**.
- Papers should not exceed 10 pages in length, and should be submitted in MS Word or RTF format.

12. All contributed room papers will be made available on the website of the UNECE secretariat at the following location: <http://www.unece.org/stats/documents/2011.10.metis.htm>

13. Papers will not be distributed in the conference room.

VI. EXPLANATORY NOTES TO THE AGENDA

14. The topics on the agenda of the meeting are described in more detail below:

(i) Overview of DDI

Session organiser: Mr Arofan Gregory (representing the DDI Alliance)

15. As proposed during the 2010 Work Session on Statistical Metadata, Mr. Gregory, a leading expert on DDI, will provide a half day training seminar on this standard.

(ii) Implementing DDI in statistical organisations

Session organisers: Mr Dan Gillman (United States) and Mr Arofan Gregory (representing Australia)

16. This session will look at practical examples of the use of DDI in statistical organisations, and will discuss the possibilities for combining DDI with other standards (e.g. SDMX³ and geo-spatial standards) within the statistical production process.

(iii) National implementations of the GSBPM and related models

Session organiser: Ms Alice Born (Canada)

17. This session will consider practical implementations of the GSBPM and related business process models within national statistical organisations. It will highlight the range of purposes for which business process models are applied in practice.

(iv) The GSBPM and process quality management

Session organisers: Mr August Götzfried (Eurostat) and Mr Max Booleman (Netherlands)

18. This session will explore the extent to which the GSBPM can be used as a tool for managing the quality of statistical business processes. It will also consider the management and use of process metadata.

(v) Metadata flows within the GSBPM

Session organisers: Ms Isabel Morgado (Portugal) and Mr Juan Muñoz López (Mexico)

19. This session will consider what kind of and how statistical metadata are created, managed and used within and between the different phases of the GSBPM. It will include discussion of standards and mechanisms to ensure efficient “end to end” flows of statistical metadata within the statistical production process.

(vi) International projects and initiatives using the GSBPM as a framework for their activities

Session organiser: Ms Jenny Linnerud (Norway)

20. This session will provide information on various activities where the GSBPM is used as a framework for international collaboration. It will include an overview of the various groups working on related topics, and will introduce the “vision” document prepared by the High-Level Group for Strategic Developments in Business Architecture in Statistics.

³ Statistical Data and Metadata eXchange – see www.sdmx.org

VII. FURTHER INFORMATION

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UNITED NATIONS OFFICE AT GENEVA

Conference Registration

Please send a copy of this form to steven.vale@unece.org
Please **BRING THIS ORIGINAL** with you for entering the UN.

Title and dates of the meeting:

Workshop on Statistical Metadata, 5-7 October 2011

Name of country, organisation or agency:

Participant

Family Name

First Name

Mr

Ms

Date Of Birth

(DD/MM/YYYY)

Participation Category

Head of Delegation

Observer Organisation

Delegation Member

NGO (ECOSOC Accred.)

Observer Country

Other (Please specify below)

Country of Origin of Identity Document

Passport or ID Number

Valid Until

Nationality

E-mail address

Telephone number (office / mobile)

Fax number

On Issue of ID Card

Participant Signature

Date

Security Use Only

Card N°. Issued

Initials, UN Official