

UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE

Conference of European Statisticians' Members' Guidebook



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I. WHAT IS THE CONFERENCE?

The Conference of European Statisticians (CES) is one of the oldest statistical bodies globally, founded in 1953 with its roots in the League of Nations and the first Conference on Statistics in 1928.

CES provides a platform for the coordination of international statistical work in the United Nations Economic Commission for Europe (UNECE)¹ region, for addressing emerging issues and for developing methodological guidelines and recommendations to improve national statistics and their international comparability.

The Conference is comprised of the Heads of statistical offices of 56 member countries of UNECE, OECD member countries and some other countries outside the region for example Brazil, China, Colombia and Mongolia. Any UN member country who regularly participates in the Conference's activities can become a member. The Heads of statistical services of the international agencies that participate regularly in the CES work are also invited.

Some countries also participate in specific activities carried out under the Conference. For instance, Qatar, India, Morocco, Saudi Arabia and Tunisia have participated in the work of CES Teams of Specialists.

Work is driven by two sources: directly by CES member countries represented in the Conference and by the UN Statistical Commission to support the implementation of global statistical standards. In addition, general guidance is given by the UNECE Executive Committee (EXCOM) that consists of government representatives of UNECE member countries.

The regional diversity of the UNECE region provides a good basis for developing guidelines both for developed and developing statistical systems. Through the Conference countries can share the burden of statistical development by sharing their expertise and using an international pool of experts.

GEOGRAPHICAL REACH

The work of the Conference of European Statisticians has attracted wide geographical participation from the beginning. The early Conferences held under the League of Nations provided the first global intergovernmental forum that was intended to set standards for international statistical comparability. The League of Nations' membership spanned all continents, and the outputs of the Conference reached out also to non-members.

The first Conference in 1928 was attended for instance by Australia, Brazil, Canada, Cuba, Ecuador, India, Japan, Mexico, Union of South Africa and United States as well as some other non-European countries.

¹ UNECE member countries: www.unece.org/oes/nutshell/member_states_representatives.html

The first Committee of Statistical Experts, the predecessor of the CES Bureau, also included members from overseas – Canada and United States that took part in the work in addition to European member countries: United Kingdom, Italy, France, Norway, Switzerland, Poland and Germany.

The manuals, guidelines and recommendations developed under the Conference are often used outside the region and provide basis for global recommendations.

UNECE SECRETARIAT

The UNECE Statistical Division provides the Secretariat for the Conference of European Statisticians. Staff of UNECE Statistical Division, about 30 people, organize and service the meetings of the Conference and its Bureau, expert meetings, Task Force meetings and training workshops, etc. They coordinate the work of CES Teams of Specialists in the preparation of guidelines and recommendations, and maintain the UNECE Statistical Database. UNECE also raises funds and carries out capacity building projects and Global Assessments of national statistical systems with partners.

UNECE was established in 1947 to encourage economic cooperation among its member states. It is one of five regional commissions under the administrative direction of United Nations headquarters. It reports to the UN Economic and Social Council (ECOSOC). The 56 member countries are located in the European Union, other Western and Eastern Europe, South-East Europe, Caucasus, Central Asia and North America. The ECE member states are all members of the Conference.

UNECE provides analysis, policy advice and assistance to governments. It also sets out norms, standards and conventions to facilitate international cooperation within and outside the region. The work focuses on economic cooperation and integration, sustainable energy, environment, housing and land management, population, statistics, timber, trade and transport. In the beginning UNECE organized its statistical work through various policy-oriented working parties, such as through the Inland Transport Committee, rather than a specific statistical body. The expert meetings on statistics started in 1947 and the Conference of European Statisticians was set up in 1953.

UNECE work is guided by the UNECE Commission Session and the Executive Committee (EXCOM). EXCOM is entrusted with the overall guidance of work in between the biennial Commission Sessions. All UNECE member states are represented in EXCOM mainly through member countries' local missions in Geneva. EXCOM prepares reviews and approves the Programme of Work documents of the sectoral committees of UNECE, including those of the Conference of European Statisticians.

THE CONFERENCE IN THE UN SYSTEM

The General Assembly of the United Nations is the chief deliberative, policymaking and representative organ of the United Nations.

The Economic and Social Council (ECOSOC) is one of the six principal organs of the United Nations System, established by the UN Charter in 1945, at the same time with the General Assembly. ECOSOC reports to the General Assembly who elects its 54 members among United Nations member States.

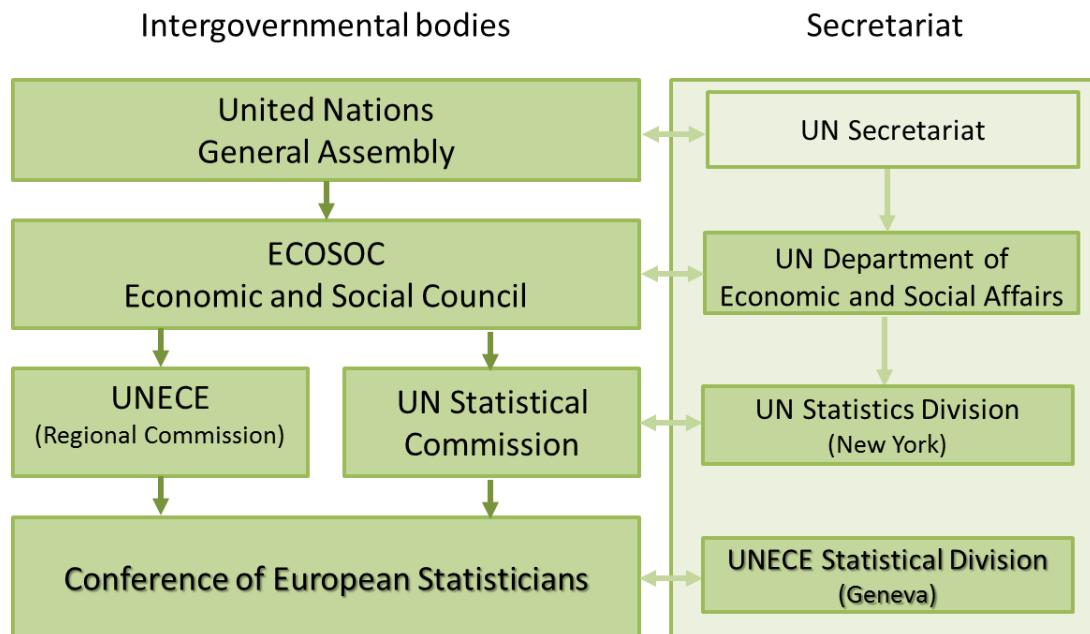
ECOSOC coordinates economic, social and related work of fourteen United Nations specialized agencies, functional commissions and five regional commissions. UNECE is one of the regional commissions, and the UN Statistical Commission is one of the functional commissions.

As shown in the graph, the Conference of European Statisticians has two parent bodies, UNECE and the UN Statistical Commission. It works under the overall coordination of ECOSOC and finally also the General Assembly.

Specialised offices of the United Nations Department of Economic and Social Affairs (UN/DESA) provide secretariat support to ECOSOC and to the General Assembly.

The UN Statistics Division (UNSD) in New York is part of UN/DESA, and provides secretariat support to the UN Statistical Commission.

All regional commissions, including UNECE Secretariat, report to the UN Statistical Commission about statistical activities in the region. UNECE Statistical Division provides secretariat support to the Conference of European Statisticians which is the highest intergovernmental, statistical body in the UNECE region.



II. WHAT THE CONFERENCE DOES?

The general objective of the Conference is to improve the quality of official statistics and respond to emerging needs for evidence based policy making. According to *the Rules governing the work of the Conference and its Bureau*², the aim is to:

- Improve national statistics and their international comparability
- Promote close coordination of statistical activities so as to achieve greater uniformity in concepts and definitions and to reduce the burden on national statistical offices
- Respond to emerging needs for international statistical cooperation
- Discuss and adopt statistical standards in the UNECE region

The Conference provides a forum for the following activities:

I. Coordinating international statistical work in the region

The Heads of national and international statistical offices meet at the Conference every year to discuss topical issues. The steering body of the Conference, the Bureau, meets twice a year to agree on the UNECE statistical work programme, and to coordinate it with the work programmes of other international organizations, such as Eurostat and OECD. This mechanism promotes close collaboration and helps to avoid duplication of effort.

II. Developing guidelines and recommendations on statistical methodology

This includes agreeing on guidelines both for the production of existing statistics and for developing new statistics as required by policy makers, enterprises, researchers and the general public. Guidelines and recommendations are usually prepared by CES Teams of Specialists, in other words task forces or steering groups that consist of statistical experts from national and international statistical organizations. CES may arrange for any study that may be required to further countries' objectives in official statistics. CES organizes meetings and opportunities to exchange experience among the statistical community on a wide range of statistical topics. Around 20-25 expert meetings are held under the CES every year.

III. Capacity building

UNECE carries out Global Assessments of national statistical systems with Eurostat, EFTA and the World Bank at the request of countries of East Europe, Caucasus and Central Asia. Statistical capacity building activities are based on the findings of Global Assessments. Since 2008, in total 10 countries have requested for and gone through a Global Assessment of their statistical system.

CES provides training aimed at developing statistical systems, and supports implementing statistical standards and recommendations. Around 10-15 training workshops are held under the CES every year.

IV. Collecting and disseminating internationally comparable statistics

The UNECE Statistical Database provides access to key statistics of the 56 UNECE member countries. Particular emphasis is placed on providing data of high political importance to the UN system.

² www.unece.org/fileadmin/DAM/stats/Rules_and_Procedures.pdf

KEY OUTPUTS OF THE CONFERENCE

In-depth reviews³ are carried out by the Bureau to identify gaps or duplication of international statistical work, and address emerging issues. These reviews often lead to follow-up work to address the identified issues (see Section VII).

Events⁴: Meetings promote sharing of experience and exchange of good practices. All materials including conclusions and proposals for follow-up work are available at the UNECE Statistical Division's website.

Guidelines⁵: The CES manuals, guidelines and recommendations are prepared in collaboration with national and international statistical experts taking part in CES Teams of Specialists⁶.

Standards for statistical production⁷: The CES High-Level Group for the Modernisation of Statistical Production and Services focuses particularly on new developments in the production and organization of official statistics. It has developed common standards, tools and models for use at statistical offices.

Knowledge bases⁸: UNECE creates and maintains wikis and knowledge bases for statistical development work. Many CES Teams of Specialists make use of wikis in the work. Knowledge bases are also used for collection and sharing of good practices on various topics such as the use of administrative sources in statistics.

Global Assessments⁹ of national statistical systems: provide an in-depth analysis of the capacity of countries to produce official statistics in line with international standards. They provide concrete recommendations for improvement and are often used by donor organizations to focus their activities according to national priorities.

Library of Training Materials¹⁰: The library is a place to find and share generic training materials on a number of statistical topics. Some training materials are also available at the UNECE meetings website.

UNECE Statistical Database¹¹: provides on-line data on the 56 member countries in Europe, Central Asia and North America in both English and Russian.

Database of International Statistical Activities (DISA)¹²: lists the activities of over 30 statistical organizations active in the UNECE region. Updated every year, DISA is a coherent catalogue of planned work in international statistics each year. It structures information using the DISA Classification of Statistical Activities, an international standard for describing work in official statistics by domain.

³ In-depth reviews: www.unece.org/stats/ces/in-depth-reviews.html

⁴ CES meetings and workshops: www.unece.org/statistics/meetings-and-events.html

⁵ Publications: www.unece.org/statshome/publications-amp-resources/publications.html

⁶ CES Teams of Specialists: www.unece.org/stats/tos.html

⁷ High-Level Group for the Modernisation of Statistical Production and Services:
www1.unece.org/stat/platform/display/hlgbas

⁸ Wikis and knowledge bases: www1.unece.org/stat/platform/dashboard.action

⁹ Global Assessments: www.unece.org/stats/technicalcooperation/ga.html

¹⁰ Library of Training Materials: www1.unece.org/stat/platform/display/train

¹¹ UNECE Statistical Database: w3.unece.org/pxweb/

¹² The Database of International Statistical Activities: www.unece.org/disa

RECENT CES GUIDELINES

Recommendations on **Measuring sustainable development** have provided input to the global process of defining Sustainable Development Goals, targets and indicators. They are used as a starting point to develop the global indicator framework to measure Sustainable Development Goals.

Recommendations on **Climate change related statistics** are the first ever recommendations on this issue that are aimed at official statistics

Recommendations on population and housing censuses are used in UNECE countries, including the EU, and provide basis for the global recommendations

Gender equality indicators were taken up in global work on gender equality

Guidelines for **time-use surveys** provide data for analysing well-being and the quality of life

A Survey Module for **measuring health state** enables the production of internationally comparable data on health

The impact of globalization on national accounts provides the first comprehensive guidance for producing statistics affected by complex forms of globalization

Handbook on household income statistics, the Canberra Group Handbook, is a key reference for compilers and users analysing income development

Getting the facts right: A guide to presenting metadata with examples on Millennium Development Goals (MDGs) conveys lessons learned in reporting of MDGs

Making data meaningful guides on Statistical Communication (4 volumes) have been used by many countries outside the ECE region and have been translated into national languages

A compilation of **Best practices in human resources management and training** in statistical offices are actively used since human resources have an important role in modernising statistics

EXAMPLES OF CES STANDARDS

Generic Statistical Business Process Model describes and defines the processes needed to produce official statistics to help statistical organizations harmonise and modernise statistical production. The GSBPM is now used by over 50 statistical organisations worldwide as the basis for organising and documenting statistical production.

Generic Statistical Information Model is the first internationally endorsed framework for managing statistical information. It forms the basis for the Common Statistical Production Architecture, an evolving standard that facilitates standardisation of the components of statistical production.

III. HOW DOES THE CONFERENCE WORK?

The UNECE member countries noted in the 2013 review of UNECE that the Conference does "efficient work leading to concrete results with a clear value added for the region and beyond".

The CES work addresses emerging issues – statistics must be continuously developed to accommodate for data needs relating to various topical issues such as globalization, climate change, sustainable development, quality of life, etc.

CES provides value to stakeholders by working on issues not addressed elsewhere and thus filling a gap in the development of statistical methods and practices.

Two main tools help to identify emerging issues and to ensure that the CES work addresses issues of high relevance for its members: in-depth reviews of selected statistical areas and CES seminars. These discussions often lead to follow-up work to develop standards, guidelines and recommendations.

The **in-depth reviews** provide a systematic approach to analysing needs for statistical activities: The review papers prepared by a country or group of countries take stock of existing activities and focus on strategic issues. The aim is to identify gaps or emerging areas where methodological guidelines are needed or potential overlaps should be avoided.

Two **CES seminars** are organized at the annual plenary session of the Conference to discuss foundational and emerging issues in statistics.

CES helps to raise countries' capacity in official statistics by providing all countries with a **platform** to:

- Discuss innovative ways of producing statistics and exchange good practices in expert meetings
- Develop common tools and methodological guidelines through CES Teams of Specialists
- Participate in training workshops that address countries' priorities and challenges in statistics

Work under the Conference is carried out in a **flexible and dynamic** way through temporary CES Teams of Specialists that are created for a particular task with concrete tasks, output and timeframe.

CES supports efficient use of resources and pooling of knowledge by bringing the leading statistical experts together to solve common problems or provide training. This way CES prevents duplication and reduces costs for its members – without CES, statistical offices might have to develop their own solutions, possibly resulting in overlapping activities across countries, duplication of effort, heavy use of national resources and compromised international comparability.

The Conference consults all CES members before finalisation of its outputs, such as guidelines and recommendations. All outputs are made available for use in national statistical offices, international organizations and by stakeholders and users of statistics. This includes also training materials developed and studies and reviews carried out under the Conference.

UNECE is one of five Regional Commissions to the headquarters in New York. The Conference, therefore, works in **synergy with the global statistical work** at the UN Statistical Commission. The UNECE Statistical Database also provides data for the global UN database with data updates automated to the extent possible to enable timely provision of statistics.

TYPES OF CES RECOMMENDATIONS

The Rules governing the work of the Conference of European Statisticians set the procedure for types of products and recommendations that can be developed under the auspices of the Conference. There are basically two types of products:

TYPE A: Principles, classifications, standards, manuals, handbooks, recommendations, guidelines and frameworks

These products aim at standardizing processes, methods, etc. to ensure comparability of statistics among countries. Since they are developed in the UN framework, their implementation is not mandatory. However, adhering to the methods and practices described in these documents is an indication of professionalism and a guarantee to achieve better quality of output. The documents need to be agreed upon by the experts working in the area and consulted with as wide an audience as possible.

These standard documents should be adopted or endorsed by the Conference on the recommendation of the Bureau. The Bureau will consider in advance each product that will be presented to the Conference for endorsement.

TYPE B: Best practices, surveys of countries' practices, glossaries, etc.

These products are supporting materials. Their purpose is to help countries in sharing experience and in implementing the various standards and recommendations (e.g. national practices in estimating the non-observed economy). The aim is to identify what can be considered a good (or best) practice and to widely disseminate the information on that practice.

These kinds of documents should be endorsed by the relevant Teams of Specialists (task forces or steering groups) that have developed them. They can be published and disseminated under the responsibility of the Secretariat.

PROCEDURE FOR DEVELOPING CES RECOMMENDATIONS

FOR PRODUCTS OF TYPE A AND TYPE B

- The work to develop either of the above-mentioned two types of products can be initiated by the Conference, its Bureau, or based on a recommendation of an expert meeting or a Team of Specialists.
- The development of the product should be based on Terms of Reference.
- The drafts are to be prepared by a Team of Specialists (usually a Task Force) or by the UNECE Secretariat in cooperation with experts from countries and international organizations. The drafts should be consulted with the experts working in the area as widely as possible, through electronic consultation or/and at expert group meetings.
- Progress reports on the work should be submitted regularly to the Bureau or to the Conference.
- Depending on the nature of the final draft, the Bureau may decide that it should not be made public before the Bureau approves the final draft.

FOR PRODUCTS OF TYPE A ONLY

- The Bureau should discuss the final drafts before they are submitted to the Conference for adoption/endorsement.
- The final draft should be circulated to the CES member countries well in advance of the plenary session that will adopt the product to allow enough time for a broad consultation.
- The adoption of the product by the Conference will be reflected in the report.
- Products adopted by the Conference can be attributed to the CES (e.g. CES Guidelines, CES recommendations, etc.).

IV. RULES OF THE CONFERENCE

MEMBERSHIP

The Head of the statistical service of any United Nations member country that participates regularly in the CES work may be a member of the Conference. The Heads of statistical services of the international agencies that participate regularly in the CES work shall be invited.

BUREAU

The Bureau acts as a steering body of the Conference. The Bureau is composed of up to 8 members, of whom 6 members should be from the UNECE member countries and the remaining one or two places be reserved for possible candidates from countries in other regions. Standing invitations are extended to Chief Statisticians of Eurostat, OECD, Interstate Statistical Committee of the CIS, IMF, World Bank, UN Statistical Division and the Chair of the OECD Committee on Statistics. The Bureau may invite to its meetings anyone who may facilitate the work. The Bureau members undertake to devote the time necessary to an adequate discharge of their duties. If a Bureau member leaves the Bureau, a new member may be co-opted until the time of the next CES plenary session, when a new Bureau member is elected.

ELECTION OF THE BUREAU

The election of the Bureau by the Conference is carried out on the basis of a proposal by the most senior previous Chairman of the Conference present at the plenary session concerned. Any member of the Conference is eligible for membership in the CES Bureau. The proposal should be prepared in such a way that it maximizes the chances of being adopted by consensus. If no previous Chairman of the Conference is present at the plenary session or in exceptional cases, the Bureau proposes the designation of a member of the Conference at the beginning of the plenary session, who will assume the task of preparing the proposal for the composition of the Bureau. The Conference elects its Bureau for a period of two years. Bureau members can be elected to four successive Bureaus. Any previous Bureau member can be re-elected to the Bureau after an interruption of at least two years.

ELECTION OF THE CHAIRMAN OF THE CONFERENCE AND THE BUREAU

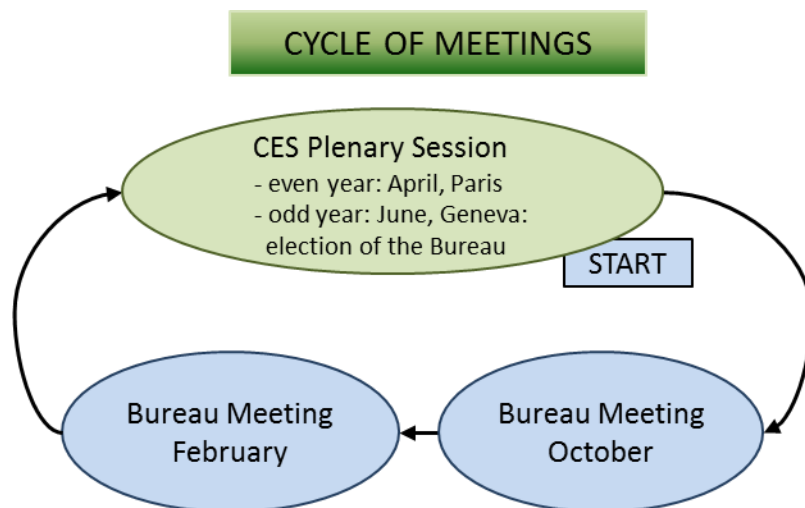
The Chairman of the Conference is elected by the Conference from among the members of the Bureau. The term of office is two years. The election is carried out on the basis of a proposal by the designated member of the Conference who is responsible for the proposal of the Bureau composition. If the post of Chairman of the Conference falls vacant, the Bureau designates an Acting Chairman from among the Bureau members until the time of the next plenary session, when a new Chairman is elected by the Conference. A Chairman of the Conference may be re-elected once. Any previous Chairman may be re-elected Chairman after an interruption of at least two years.

V. CES BUREAU

FUNCTIONING OF THE BUREAU

The CES Bureau steers the work of the Conference and reviews the UNECE Statistical Work Programme. As part of its steering and coordinating role, the Bureau carries out in-depth reviews of selected statistical areas to identify gaps, emerging issues or potential overlaps (see section VII). It may establish Teams of Specialists to address important gaps in statistical methodology (section VIII). The Bureau also guides the preparation of the annual plenary sessions of the Conference (section IX), reviews the outcome of the previous Conferences and follows up on the implementation of the decisions of the Conference.

- Meetings of the Bureau will normally be held in February and October each year. The subjects of discussion, as well as the need for the availability of all Secretariat experts for the meetings, suggest that one of the meetings each year should be held in Geneva.
- Additional Bureau meetings may be convened in conjunction with the annual CES plenary session.
- Further meetings of the Bureau could be determined by the Bureau members or the Chairman of the Conference as the need arises.
- The documentation necessary for the Bureau meetings would be determined by the Bureau members in each case. As a rule, the Secretariat should make all documentation available via e-mail at least two weeks prior to the meeting.
- As a rule, announcements for the Bureau meetings are issued by the Secretariat not less than six weeks in advance.
- For purposes of consultation with the Bureau, the Secretariat may take initiatives on matters affecting the implementation of the CES work programme, or in relation to other issues that are of interest to the Conference and the Bureau.



SAMPLE AGENDA OF A BUREAU MEETING

I. In-depth reviews of selected statistical areas

In-depth reviews are one of the key tools for the CES Bureau to coordinate statistical activities. The reviews often lead to initiating new work in topical areas and preparing tangible outputs such as guidelines or recommendations. (See section VII of this Guide)

II. Meeting with the top management of UNECE

Traditionally, the Bureau meets with the Executive Secretary and/or the representatives of the Bureau of the UNECE Executive Committee (EXCOM) when the meeting is held in Geneva.

III. UNECE statistical programme

The draft programme of work for the UNECE Statistical Division is presented to the Bureau for review before submitting to EXCOM for approval. The discussion focuses on the new or substantially changed activities of the work programme. The work of the various task forces and steering groups, set up by the CES and its Bureau, is also reviewed under this agenda item. (See section VIII of this Guide)

IV. UN official programme documents

The Bureau discusses and approves the UNECE Statistics subprogramme's official documents, such as the Strategic Framework, Budget Narrative and Biennial Programme of Work. These documents relate to the UN programme planning and evaluation cycle.

V. Follow-up to the previous CES plenary session

The Bureau evaluates the previous CES plenary session and discusses proposals for follow-up work considering the discussions that took place at the plenary session.

VI. Preparations for the next CES plenary session

The Bureau discusses the organization of next year's plenary session and CES seminars on topics selected by the Conference. Seminar Organizers will present seminar outlines.

VII. Statistical work of international organizations

The Bureau regularly discusses the work and strategies of international organizations relating to statistics. In previous years, IMF, World Bank, Eurostat, UNSD, OECD, CIS-STAT, ILO, WTO, WMO, European Central Bank and UNEP etc. have presented their statistical activities to the Bureau.

VI. IN-DEPTH REVIEWS

Purpose of in-depth reviews

The CES Bureau regularly reviews selected statistical areas in depth to improve coordination of statistical activities in the UNECE region, identify gaps or duplication, and address emerging issues. The review is based on a paper by a country or organization. The aim is to decide on concrete follow-up actions.

Outcomes of previous in-depth reviews can be seen at: www.unece.org/stats/ces/in-depth-reviews.html

Selecting topics for in-depth reviews

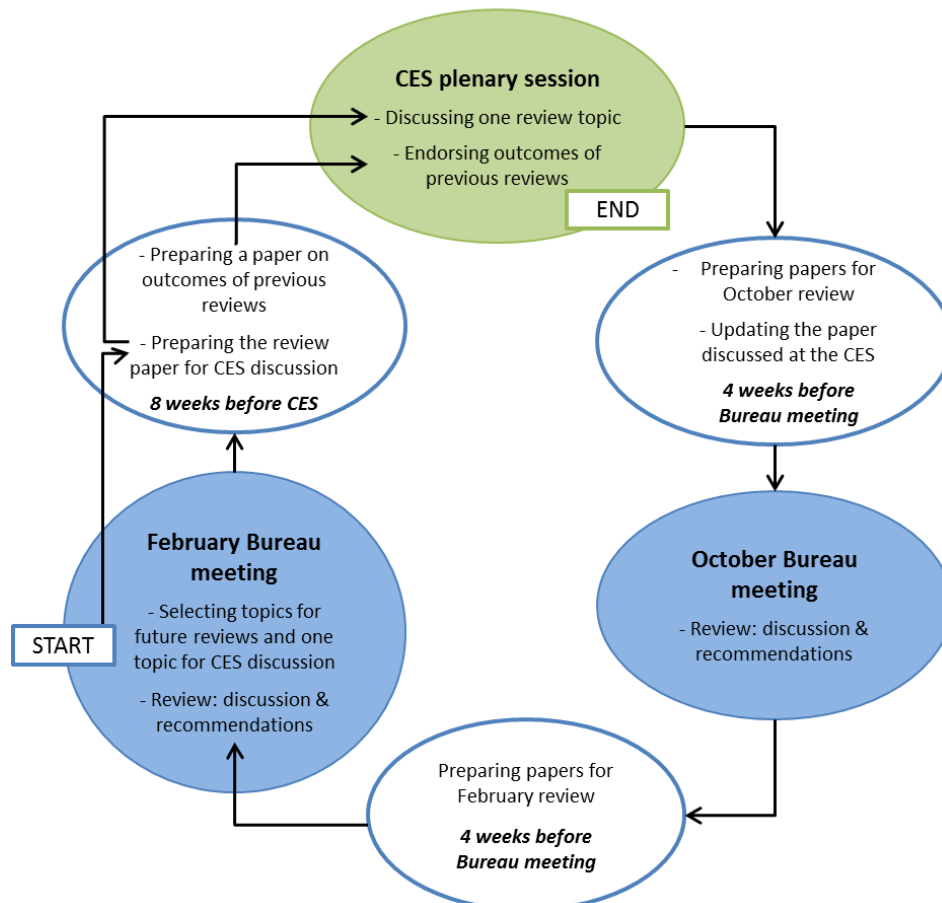
The Bureau selects about 4-5 statistical areas to be reviewed each year.

The criteria for selecting the statistical areas, as agreed in 2005, are the following:

- There are significant developments in the area
- There are significant coordination issues
- There is a lack of activities at the international level

Furthermore, from among the selected areas, the Bureau will choose one topic each year to be discussed at the CES plenary session to collect broader input prior to the actual review discussion at the Bureau meeting. The outcomes of all in-depth reviews are presented to the CES plenary session for endorsement.

THE REVIEW PROCESS



IN-DEPTH REVIEW PAPER TEMPLATE

The Conference has a template for papers providing basis for the in-depth review discussion at the CES Bureau. This template should be viewed as a guideline, and the structure of the paper may be adjusted depending on the nature of the statistical area under review.

I. EXECUTIVE SUMMARY

[About 1 page summarizing the main findings]

II. INTRODUCTION

[The introduction should include the aim of the review. The following text can be used:]

The Bureau of the Conference of European Statisticians (CES) regularly reviews selected statistical areas in depth. The aim of the reviews is to improve coordination of statistical activities in the UNECE region, identify gaps or duplication of work, and address emerging issues. The review focuses on strategic issues and highlights concerns of statistical offices of both a conceptual and a coordinating nature. The current paper provides the basis for the review by summarising the international statistical activities in the selected area, identifying issues and problems, and making recommendations on possible follow-up actions.

The CES Bureau selected (topic) for an in-depth review at its [...] meeting. [Country/organization] volunteered to prepare the paper providing the main basis for the review.

III. SCOPE/DEFINITION OF THE STATISTICAL AREA COVERED

[Define the scope/coverage of the statistical area under review. This is especially important when the topic reviewed is a combination of different statistical areas from the DISA classification.]

IV. OVERVIEW OF INTERNATIONAL STATISTICAL ACTIVITIES IN THE AREA

[The section provides a brief overview of the past and on going activities of each international organization involved in the selected statistical area, making clear the specialisation and value added of each organization. The overview should indicate the main outcomes of work (standards, classifications, handbooks, manuals, recommendations etc.). Other leading activities outside official statistics that have an impact on the statistical work can also be covered. The main focus of the in-depth review is on the UNECE region but key developments and actors from other regions may be covered.]

V. COUNTRY PRACTICES (optional)

[The section provides an overview of the work of selected countries in the statistical area under review. The authors of the paper may ask a few countries who have experience in the selected area to present their practices, problems and issues, etc. It is desirable to include countries with differing practices.]

VI. IMPACT OF CRISES ON THE STATISTICAL AREA (optional)

[The Bureau has suggested that a section on impact of (financial) crisis should be introduced in future in-depth review papers. The section should cover how the crisis has affected the work of statistical offices/international organizations in the area, for example adjustments related to data production and dissemination, data holdings, methodologies, communication strategies, statistical programs, etc.]

VII. ISSUES AND CHALLENGES

[This section provides the most important information for the review. Main issues and problems in the area should be described, in particular in international statistical work. The issues should be considered from a strategic and future-oriented viewpoint. The paper may make a distinction between conceptual issues, measurement issues, managerial issues, etc. The in-depth review should pay particular attention to analysing user needs for statistics and synergies with related activities outside the statistical community.]

VIII. CONCLUSIONS AND RECOMMENDATIONS

[Based on the conclusions from the overview of international work undertaken in the area and the related issues and challenges, the paper should finish with concrete recommendations and proposals to the Bureau and how to solve the identified problems. This section should prioritise the issues and propose actions taking into account the limited resources of statistical offices. The proposals can relate to e.g. setting up a task force to develop or update guidelines/recommendations, making an inventory of international activities in the area, improve sharing of information in the area (creating a knowledge base, wiki), etc. The Bureau will consider the recommendations and decide on possible follow-up actions during the in-depth review discussion.]

VII. TEAMS OF SPECIALISTS

The CES Teams of Specialists are comprised of experts from national and international statistical organizations. Representatives of the academia, NGOs and the private sector may also participate, depending on the task of the group.

STATUS AND CHARACTERISTICS

A Team of Specialists is established through a procedure set by the Conference and supervised either directly by the CES or by its Bureau. The main characteristics of a Team of Specialists are the following:

- It addresses a specific area of activities under the broader theme covered by the parent body.
- Its central function may be of an advisory or operational nature, or a combination of the two, depending on the tasks assigned by the Conference and/or its Bureau.
- A set period of operation is defined (usually to 2-3 years). This can be extended by the Bureau, after careful evaluation of the work achieved and the need to perform additional tasks.
- Its meetings do not require full interpretation and translation, unlike the meetings of the formal UNECE intergovernmental bodies.

METHODS OF WORK

The CES and, where relevant, the Bureau have to determine the scope of issues and the achievements expected of each Team of Specialists.

Usually at its first meeting, the Team of Specialists adopts its work plan with clearly defined objectives, activities and a schedule for their implementation. The activities can include: undertaking conceptual work towards developing recommendations, guidelines, standards or models, organizing seminars and advising the Secretariat on the execution of particular tasks.

The resources required for implementing the work plan also need to be identified. Depending on the magnitude of work to be done and the amount of resources that can be devoted to it, the Team of Specialists may raise funds and/or solicit in-kind contributions in support of its activities.

The Teams of Specialists report to the Bureau, and where relevant to the Conference.

At the end of the operational period, the team submits a full report on its accomplishments to the parent body in order to share the achievements and conclusions of its work with CES members.

On the basis of this report, the CES makes an evaluation and, if there is a request for extension, determines whether the team needs to be re-convened in order to undertake supplementary activities.

TYPES OF CES TEAMS OF SPECIALISTS

The below CES Teams of Specialists are created for a particular task with concrete terms of reference, output, timeframe and a sunset clause. This ensures that the work addresses countries' priorities and seeks solutions to current challenges. The work results in concrete outputs, such as methodological and practical guidelines, collections of leading practices and training materials etc.

TASK FORCE

A group of experts in regular contact with each other, producing work or determining outcomes related to specific issues or problems. These groups then typically report their findings to a higher body, usually in a specific time-scale determined by that body.

STEERING GROUP

A committee set up to determine the order of business for another body, to set priorities or to manage the general course of an operation. It has a broad scope which incorporates the guiding of a set of meetings or general body of work rather than a focus on an individual task. Also, the CES Bureau has agreed that steering groups should advise the Bureau on work to be undertaken with specific objectives.

ORGANIZING COMMITTEE

A body of persons appointed for a specific function by, and usually out of, a larger body, commonly for carrying out the preparatory work for a particular expert meeting.

CES HIGH-LEVEL GROUP FOR THE MODERNISATION OF STATISTICAL PRODUCTION AND SERVICES

THE HIGH-LEVEL GROUP

The High-Level Group for the Modernisation of Statistical Production and Services (HLG) was set up by the Bureau of the Conference of European Statisticians in 2010 to oversee and coordinate international work relating to statistical modernisation among CES members. It promotes standards-based modernisation of statistical production and services.

EXECUTIVE BOARD

The Executive Board was established by the Conference in 2013 for strategic and financial management of on-going HLG projects. It also prepares and assesses new project proposals for agreement by HLG, and seeks support and resources. It coordinates the work of four modernisation committees.

FOUR MODERNISATION COMMITTEES

Modernisation committees cover key initiatives and expert groups that function under CES in areas related to modernisation of statistical production and services. There are four Modernisation Committees: Organizational Frameworks and Evaluation; Production and Methods; Products and Sources; and Standards.

PROJECTS

Temporary projects may be initiated and monitored by the Executive Board. It may assign Task Teams to carry out the tasks of a specific project.

VII. CES SEMINARS

The CES seminars provide a forum for international collaboration for Chief Statisticians and stakeholders. The seminars discuss topical, strategic issues of official statistics that are of particular interest to the Heads of statistical offices. Countries and international organizations are invited to prepare papers on the seminar topics or participate in organizing the seminars or sessions. This section is based on the *Guidelines for organizing seminars of the Conference of European Statisticians*¹³.

PURPOSE

The purpose of the CES seminars is to:

- Provide an opportunity to discuss new conceptual work and to explore leading-edge emerging topics.
- Provide an equal opportunity for all member countries and international organizations to contribute.
- Encourage interaction with policy makers, stakeholders and other users of statistics.
- Allow countries and organizations to present their experience and to brainstorm on possible ways to address common problems.
- Serve as a basis for launching follow-up work on topical statistical issues.
- Promote cooperation in addressing problems together (e.g. establishing task forces with other agencies).

ORGANIZATION

The CES plenary sessions are organised in three modules:

- A formal session
- A seminar on foundational issues of statistical systems
- A seminar on emerging issues

The topics for the CES seminars are selected by the Conference at its plenary session, based on consultation among CES members and a proposal by the CES Bureau. At the CES plenary session, the CES members are invited to contribute to the seminars with papers or as organizers of seminars or sessions.

The CES Bureau guides the seminar preparations, and reviews a first outline for the seminars at its meeting in October and a final version at its meeting in February.

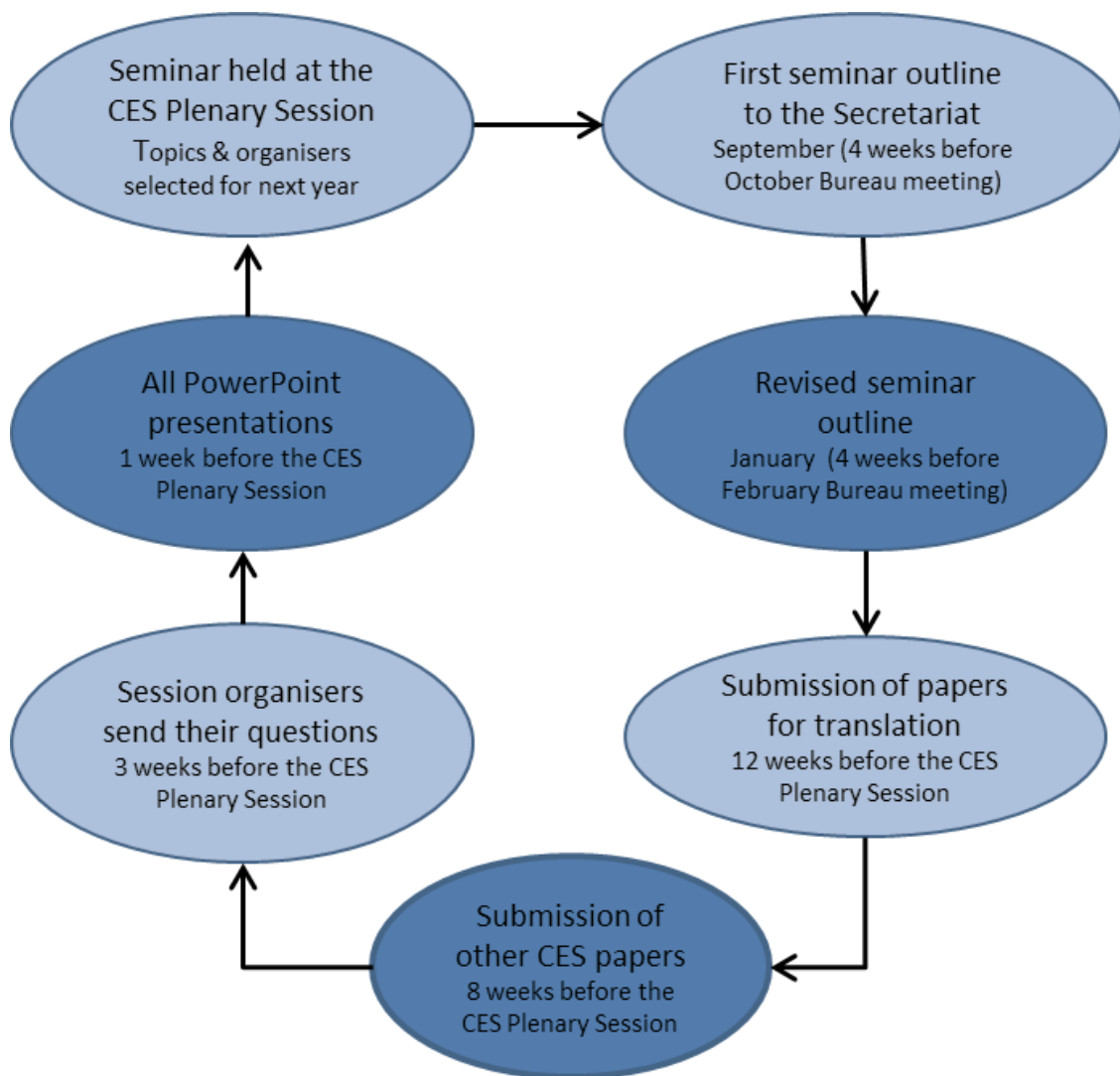
Organization of the seminars can be flexible, as different topics may require different approaches.

¹³ The Guidelines for organizing seminars of the Conference of European Statisticians:
www.unece.org/fileadmin/DAM/stats/documents/ece/ces/2014/ECE_CES_2014_19_Guidelines_for_organizing_seminars.pdf

PREPARING FOR THE CES SEMINARS

The CES seminars and their sessions are organized by CES member countries. International organizations may also contribute to the organization. The Seminar Organizers draft the first outline of the seminar for discussion at the October Bureau meeting. The revised and updated seminar outline and practical organization of the seminar are discussed at the February Bureau meeting, before the CES plenary session.

IMPORTANT DEADLINES IN SEMINAR PREPARTION



SEMINAR CHAIR / SEMINAR ORGANIZER

The seminar Chair/Organizer is a Head of a statistical office or his/her representative. The Tasks include the following:

- Being responsible for the overall preparation of the seminar;
- Deciding on the number and the structure of the sessions;
- Identifying and inviting Session Organizers in collaboration with the Secretariat;
- Working closely with the Session Organizers, e.g. in inviting authors to prepare papers;
- Preparing the outline of the seminar for two Bureau meetings before the CES plenary session;
- Making suggestions for and inviting a keynote speaker (optional);
- Chairing the seminar at the CES plenary session, including the individual sessions;
- Chairing the general discussion from the floor;
- Ensuring that the time schedule is respected;
- Offering conclusions and recommendations to the Conference for follow-up work at the end of the seminar.

SESSION ORGANIZER

The Session Organizer is Head of a statistical office or his/her representative who prepares the session in collaboration with the Seminar Chair. The Session Organizer is responsible for managing the discussions and focusing the session. The tasks include the following:

- Being responsible for the content of the session;
- Acting as a discussant to animate the discussion and capture the critical, substantive issues for discussion;
- Giving instructions to authors of papers and reviewing papers in advance to provide feedback to authors to ensure that the papers focus on the seminar topics;
- Selecting papers for translation with the Seminar Chair (max 3 per session);
- Introducing the topic at the beginning of the session;
- Giving a presentation discussing the key points from the papers focusing on the main issues instead of covering papers one by one (presentation of max 10 slides for 20 minutes, to UNECE 1 week before);
- Preparing questions for authors and general discussion, and sharing them with the Seminar Chair, the Secretariat and the authors 3 weeks before the seminar;
- Raising questions targeted to all authors and preparing questions for general discussion;
- Offering a short summary of the discussion and recommendations for follow-up work at the end of the session.

STRUCTURE OF CES SEMINARS

Typically:

- Each seminar lasts about one day.
- The seminar contains 2-3 sessions. The seminars should conclude with concrete proposals for a way forward.
- The timetable of the seminar should be planned in detail.
- If the seminar is on the first day of the Conference the seminar begins at 10:00 to allow for opening of the plenary session. If the seminar is on the second day of the Conference, the seminar may end at 16:00 to allow for discussing topical issues of the CES work.
- A 2 hour lunch breaks need to be reserved for the interpreters, and 20-30 minutes coffee/tea breaks around 11:00 and 16:00.

A sample timetable for the CES Seminars

CES seminar

Introduction by Seminar Chair (5 min)

Keynote Speech (15-20 min)

Session I

Introduction by Session Organizer (5 min)

Key issues identified in papers (15 min)

Comments by authors of papers

Coffee/tea break

General discussion (40-55 min)

Short summary of the session (3-5 min)

Lunch Break

Session II

Introduction by Session Organizer (5 min)

Key issues identified in papers (15 min)

Comments by authors of papers

Coffee/tea break

General discussion (40-55 min)

Short summary of the session (3-5 min)

Session III

Conclusions and recommendations for follow up work (10 min + discussion)

- The seminar may begin with a keynote speech delivered by a prominent person, e.g. a representative of stakeholders, policy makers, users of statistics and academia.
- The seminars should be outward looking and invite stakeholders to engage in dialogue with the statistical community and present their expectations toward official statistics.
- The Seminar Chair and Session Organizers can suggest their preferred approach for discussing the chosen seminar topic. It may sometimes be helpful to organize the concluding session in the form of a round table with Heads of statistical offices and other Chief statisticians capturing the strategic issues for further work. A panel discussion involving stakeholders could also be a useful approach for some sessions.
- The Seminar Organizers may explore how to make use of the possibilities offered by modern technology to make the seminar more interactive, such as by using web-streaming, recording the discussion in video, tweeting, etc.

TEMPLATE FOR A CES SEMINAR OUTLINE

(to be prepared by the Seminar Organizer)

I. BACKGROUND

At... plenary session, the Conference of European Statisticians (CES) selected the topic... for one of the CES seminars to be held in... The organization of the seminar will be coordinated by... In addition... and... offered to organize the sessions. The seminar will be chaired by... [person]

[Description of the overall topic and focus of the seminar]

The following countries and organizations offered to contribute papers to the seminar at the CES plenary session... Additional papers will be prepared by...

II. STRUCTURE OF THE SEMINAR

The seminar will open with... Suggestions for the keynote speakers and topics include: [a list]

The seminar will consist of two/three/four sessions: the first one focusing on..., and the second one on... (this text may be used in the public CES provisional agenda)

The seminar will be organized in the form of...

The following technical equipment would be needed..., and could be provided by...

A. Session 1

Session Organizer:

The session will discuss... The discussion will focus on the following aspects: [provide a list] (this text may be used in the public CES provisional agenda)

Contributions offered:

Papers to be translated into English-French-Russian: [country/organization: name of the paper]

Papers not for translation: [country/organization: name of the paper]

B. Session 2

Session Organizer:

The session will discuss... The discussion will focus on the following aspects: [provide a list] (this text may be used in the public CES provisional agenda)

Contributions offered:

Papers to be translated: [country/organization: name of the paper]

Papers not for translation: [country/organization: name of the paper]

C. Session 3

The concluding session will...

III. DETAILED TIMETABLE FOR THE SEMINAR

[Please provide the detailed timetable using the sample timetable provided in the *Guidelines for organising CES seminars*, available at www.unece.org/stats/ces.html]

Annex to the outline: Abstracts of seminar papers

PAPERS FOR CES SEMINARS

The purpose of the CES seminar papers is to promote discussion of emerging issues, share good practices and point out any gaps and issues that would require international work.

DRAFTING SEMINAR PAPERS

The papers should aim at raising issues of interest to Heads of statistical offices and stimulate discussion. Technical details should be avoided.

Countries and international organizations planning to contribute papers to the CES seminars should inform the UNECE Secretariat.

The seminar papers should stay concise and not be more than 6 pages long, including graphs and diagrams.

Papers that will not be translated should be submitted to the Seminar Chair, Session Organizer and the UNECE Secretariat, in English, 8 weeks in advance of the CES seminar.

The Seminar Organizers will select a maximum of 3 papers per session for translation into the three UNECE official languages, English, French and Russian, and inform the authors about the deadlines.

The papers to be translated need to be submitted to the Seminar Chair, Session Organizer and the Secretariat 12 weeks in advance of the CES seminar.

ORGANIZERS' ROLE WITH SEMINAR PAPERS

The Session Organizer gives instructions to authors of papers and reviews papers in advance providing feedback to authors to ensure that the papers focus on the seminar topics.

The Seminar Chair or a Session Organizer could prepare an issue paper to help focus the seminar. A draft issue paper could be written in the early stages of the seminar preparation to guide the Session Organizers and authors of papers to focus on the strategic topics of the seminar and the sessions.

Another option would be to write an issue paper to reflect the papers provided by countries and international organizations by drawing out main points to guide the discussion at the seminar.

AUTHORS' ROLE AT THE CES SEMINAR

Papers are not presented at the CES seminar. Instead, the authors of papers may be invited by the Session Organizer to reply to specific questions. The replies of authors should be concise (1-2 min max) to allow more time for general discussion on the strategic issues raised in the papers.

TEMPLATE FOR CES SEMINAR PAPERS

The purpose of this suggested structure for papers is to help authors to focus their papers, and as such help Heads of statistical offices in reading the papers for seminars. The paper should be in total 6 pages long, and it should be targeted at the Heads of statistical offices. Please see below the suggested structure for the papers. It is advisable to use additional subheadings, as needed for structuring the issues discussed.

SUMMARY

This paper... [Please explain here in a summary the focus of the paper and the motivation for addressing the topic (max 70-125 words).]

This paper is presented to the Conference of European Statisticians seminar on... [Name of the seminar]... for discussion.

I. INTRODUCTION

[Please introduce briefly the scope/coverage/focus of the seminar paper. This section may also touch upon the background of the topic. The introduction may also discuss the main motivation for discussing the selected topic at the CES seminar. Why is it an important topic from the viewpoint for the CES or statistical offices in general?]

II. DESCRIPTION OF CURRENT WORK OR OVERVIEW OF THE TOPIC

[This section describes the topic in substance. It could describe the current work and latest developments with regard to the seminar topic.]

III. ISSUES AND CHALLENGES

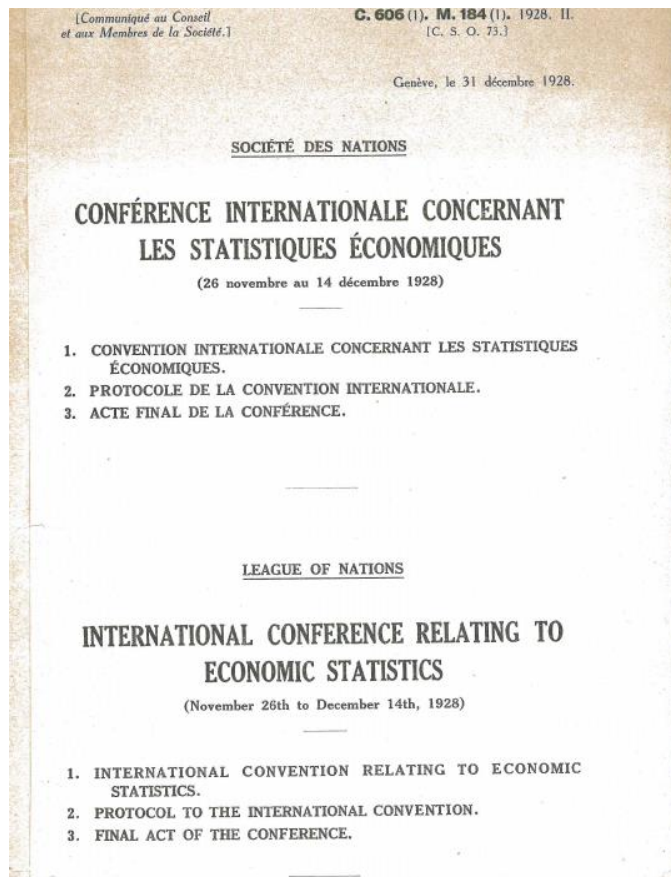
[This section highlights the main issues, challenges and findings related to the seminar topic. This is often the most informative part of the paper. Main issues and problems in the area should be described taking into consideration the interest of other international statistical offices or international organizations. The issues should be considered from a strategic and future-oriented viewpoint. The paper may make a distinction between conceptual issues, measurement issues, managerial issues, etc.]

IV. CONCLUSIONS AND RECOMMENDATIONS

[The paper could finish with concrete recommendations and proposals for discussion at the CES seminar. This section may also highlight plans or suggestions for future work nationally or internationally. It can also draw attention to existing statistical gaps to be dealt with.]

IX. BRIEF HISTORY OF THE CONFERENCE

The first Conference on statistics was held in 1928 under the League of Nations. The below photo is taken from the cover of the report of that Conference. At that time the Conference was considering the creation of conventions to agree on statistical methodologies among its members.



The Conference of European Statisticians was created under UNECE in 1953. The above photo was taken in early 1950s and features Mr. Barrie Davies, Director of UNECE Statistical Division and the Chairman of the Conference, Dr. J. Idenburg from the Netherlands.

In the late 1940s, Dr. Idenburg was a member of the UN Statistical Commission. In April 1948, he transmitted to UNECE a “Memorandum concerning cooperation in the field of statistics” supported by Belgium and Luxembourg. It was as a result of this “Idenburg-Benulux initiative” and discussions at the UN Statistical Commission that called for the UN Secretary-General “to encourage and facilitate consultation among representatives of the statistical agencies of European governments upon statistical questions”. This led to organizing the first three Regional Meetings of European Statisticians as shown in the Milestones of the Conference (see page 30).

The diagram on the next page presents the milestones of the history of the Conference. The first Conference on Statistics, in 1928 led to a series of meetings of national and international statistical experts bringing together about 40 countries from across the world. These meetings continued until the work of the League of Nations was brought to a halt by the Second World War.

One of the major decisions of the first Conference was the establishment of a Committee of Statistical Experts, composed of about 10 members selected for their technical competence, and not as representing their countries. This is echoed today in the status of members of the CES Bureau who are also elected personally and not as representatives of their offices or countries.

The members of this first Committee were Canada, United States, United Kingdom, Italy, France, Norway, Switzerland, Poland and Germany. R. H. Coats, whose name is on the Statistics Canada building in Ottawa, was a member of the small but powerful Committee of Statistical Experts. William Rappard chaired the conference that launched the League's statistical work in 1928. His name can be found on the large office building on Lake Geneva below the Palais des Nations that has housed the World Trade Organization among others.

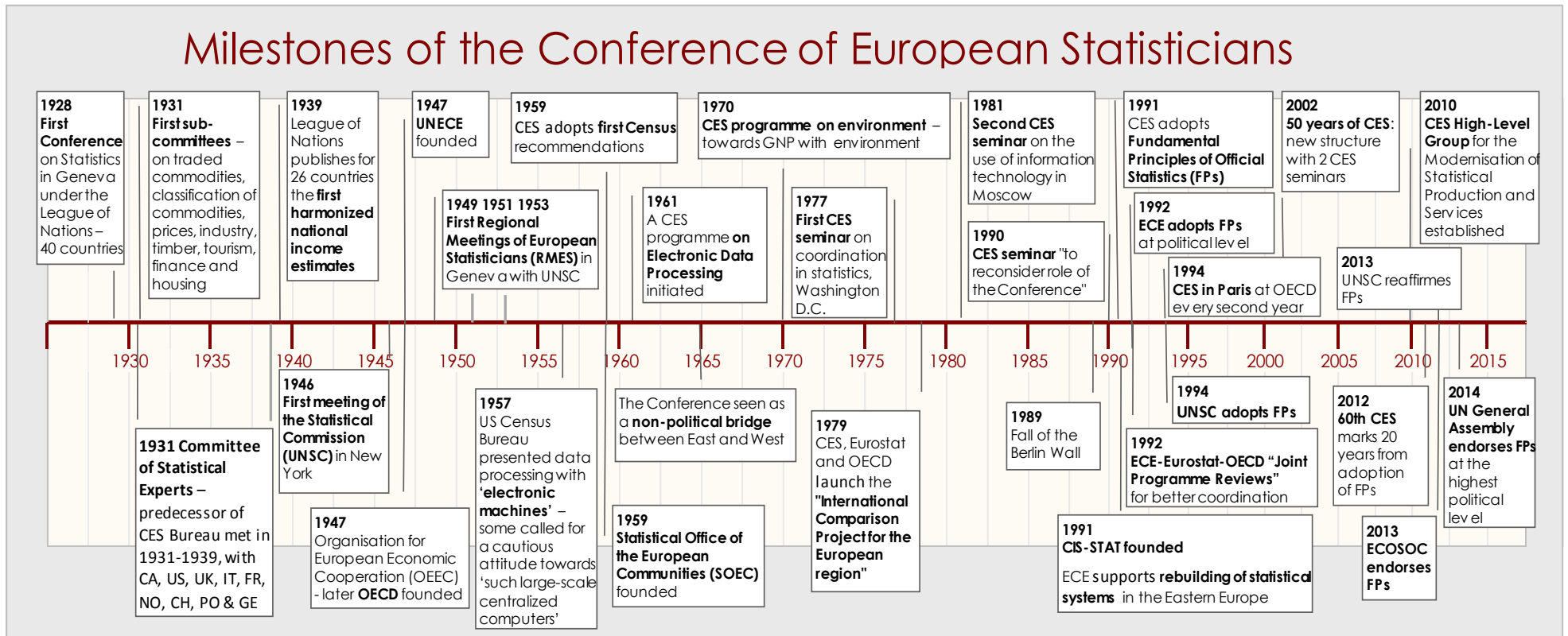
Already at early times, the Committee created sub-groups of specialists to draft recommendations for statistical standards. As is the case today, the draft recommendations were widely consulted with the participants of the Conference. Throughout the years, the work of the Conference has led to many tangible outputs. Task forces working under CES bring together leading experts to develop methodological guidance on issues not addressed elsewhere. The work takes into account the different levels of statistical development of the member countries. Therefore, the recommendations often have broad international relevance.

The International Statistical Institute (ISI) and some others were already doing important work in statistics, but the meetings under the League of Nations provided the first global intergovernmental forum that was intended to set standards for statistical comparability across countries. The work of the League on statistical definitions and classifications was substantial and detailed, and it spanned many fields – most notably foreign trade, industrial production and employment. It also covered consumer and producer prices, energy, housing, agriculture and much more.

The first Regional Meeting of European Statisticians was held in Geneva in 1949. The Conference of European Statisticians was founded as a principal subsidiary body of UNECE in 1953. In 2012, the Conference celebrated its 60th plenary session in Paris.

Nowadays, the Conference holds a plenary session every year, usually in June, including a formal session and two seminars. The formal session deals with the review of general issues related to the international statistical work in the region, while the two seminars focus on specific topics of current interest to the Heads of national and international statistical agencies. The seminar topics are selected by countries to address current priorities and often the discussions lead to follow-up actions to prepare concrete outputs.

After the end of the Second World War the Conference of European Statisticians first met on two occasions, in March 1949 and in September 1951. These were ad-hoc Regional Meetings of European Statisticians, under the joint auspices of UNECE and the UN Statistical Commission. It was only at the third Ad Hoc Regional Meeting, in June 1953, that the decision was taken to convert the Conference into a “Principal Subsidiary Body of UNECE”, and to convert the 1953 meeting and all future annual meetings into “plenary sessions” of the Conference. See the below diagram for other important milestones of the Conference and its predecessors.



CHAIRPERSONS OF THE CONFERENCE

1949	Mr. Idenburg , the Netherlands – 1st Regional Meeting of European Statisticians
1951	Mr. R.C. Geary , Ireland – 2nd Regional Meeting of European Statisticians
1953	Mr. F.L. Closon , France – 1st plenary session of the Conference of European Statisticians
1954-1955	Dr. Idenburg , the Netherlands – 2 nd and 3 rd plenary sessions
1956-1957	Mr. Campion , the United Kingdom – 4 th and 5 th plenary sessions
1958-1959	Mr. F. L. Closon , France – 6 th and 7 th plenary sessions
1960-1963	Professor B. Barberi , Italy – from 8 th to 11 th plenary sessions
1964-1965	Mr. P.T.I. Ohlsson , Sweden – 12 th and 13 th plenary sessions
1966-1967	Mr. S. Stanev , Bulgaria – 14 th and 15 th plenary sessions
1968	Mr. P. Couvelis , Greece – 16 th plenary sessions
1969	Mr. A. Dufresne , Belgium – 17 th plenary sessions
1970-1971	Mr. J. Kazimour , Czechoslovakia – 18 th and 19 th plenary sessions
1972-1973	Mr. P.J. Bjerve , Norway – 20 th and 21 st plenary sessions
1974-1975	Sir C. Moser , the United Kingdom – 22 nd and 23 rd plenary sessions
1976-1977	Mr. D. Tchervanev , Belarus Soviet Union – 24 th and 25 th plenary sessions
1978-1979	Mr. I. Latific , Yugoslavia – 26 th and 27 th plenary sessions
1980-1981	Mr. T.P. Linehan , Ireland – 28 th and 29 th plenary sessions
1982-1983	Mr. I. Salapa , Romania – 30 th and 31 st plenary sessions
1984-1985	Sir J. Boreham , the United Kingdom – 32 nd and 33 rd plenary sessions
1986-1987	Mr. A. Donda , German Democratic Republic – 35 th plenary session (Mr. W. Begeer , the Netherlands, acting chair for the 34 th plenary session)
1988-1989	Mr. W. Begeer , the Netherlands – 36 th and 37 th plenary sessions
1990-1993	Mr. C. Malaguerra , Switzerland, from 38 th to 41 st plenary sessions
1994-1997	Mr. I. Fellegi , Canada, from 42 nd to 45 th plenary sessions
1998-1999	Mr. P. Garonna , Italy, 46 th and 47 th plenary sessions
2000-2003	Mr. S. Longva , Norway – from 48 th to 51 st plenary sessions
2004-2007	Ms. K. Wallman , the United States – from 52 nd to 55 th plenary sessions
2008-2011	Ms. H. Jeskanen-Sundström , Finland – from 56 th to 59 th plenary sessions
2012-2013	Mr. E. Giovannini , Italy – 60 th plenary session (Ms. I. Krizman , Slovenia, acting chair for the 61 st plenary session)
2014-	Mr. W. Smith , Canada – 62 nd plenary session

X. FUNDAMENTAL PRINCIPLES OF OFFICIAL STATISTICS CREATED BY THE CONFERENCE

THE TEN FUNDAMENTAL PRINCIPLES

The Fundamental Principles of Official Statistics¹⁴ can be summarised as follows:

- Principle 1: Relevance, impartiality and equal access
- Principle 2: Professional standards and ethics
- Principle 3: Accountability and transparency
- Principle 4: Prevention of misuse
- Principle 5: Sources of official statistics
- Principle 6: Confidentiality
- Principle 7: Legislation
- Principle 8: National coordination
- Principle 9: Use of international standards
- Principle 10: International cooperation

CREATING THE FUNDAMENTAL PRINCIPLES

The development of the Fundamental Principles of Official Statistics is a major achievement of the Conference of European Statisticians. In the 1980s, some national statistical offices tried to produce specific Codes of Ethics themselves to guide statistical production. Some offices faced challenges in gaining public trust for official statistics. The Polish delegation, therefore, proposed the preparation of a draft for a "Statistical Convention" on the topic. In 1990, a working group was created, with Poland as a lead country, and with the participation of Bulgaria, France, Romania, Spain, Switzerland, Turkey, Eurostat and the International Statistical Institute (ISI). A drafting sub-committee was assigned to finalise the text (comprising of Eurostat, France, Switzerland). In three meetings in Paris, Warsaw and Budapest the working group produced a document CES/702 that was endorsed with some amendments by the 39th session of the CES as the *Fundamental Principles of Official Statistics in the Region of the ECE*.

The CES presented the Principles for adoption to UNECE, which did endorse the Principles in 1992. CES also recommended to governments of the ECE member states to create a fair, juridical, institutional and budgetary infrastructure to provide the environment necessary to apply these principles. The Principles were adopted globally by the UN Statistical Commission in 1994. In 2012, the 60th CES plenary session celebrated 20 years from the establishment of the Fundamental Principles¹⁵.

GLOBAL ENDORSEMENT AT THE POLITICAL LEVEL

In 2013, the Economic and Social Council (ECOSOC) endorsed the Fundamental Principles of Official Statistics (E/2013/21), as reaffirmed by the Statistical Commission, and recommended them further to the General Assembly for endorsement. Thus, in January 2014, the UN General Assembly endorsed the Fundamental Principles of Official Statistics (A/RES/68/261) recognizing for the first time at the global political level these Principles under which all official statistics should be produced.

¹⁴ The Fundamental Principles of Official Statistics: www.unece.org/stats/archive/docs.fp.e.html

¹⁵ The 60th CES plenary session: www.unece.org/stats/documents/2012.06.ces.html

XI. PRACTICAL INFORMATION FOR DELEGATES

ATTENDING MEETINGS

Attending meetings at the Palais des Nations requires registration in advance. Registration forms are available on meeting websites. Please return the completed form directly to the Secretariat prior to the meeting.

Documents for the CES meetings can be found at: www.unece.org/statistics/meetings-and-events.html

TRANSPORT

Free travel from the airport: At the arrival, free tickets for public transport will be available from a machine in the baggage collection area at Geneva International Airport. The *Unireso* ticket allows free use of public transport in Geneva for a period of 80 minutes. Hotels often offer a *Geneva Transport Card* which allows using public transport in Geneva free of charge during the period of stay.

Public transport: In Geneva, public-transport (www.tpg.ch) tickets must be purchased at the stop prior to boarding a tram, bus or ferry. Travel cards or passes can also be purchased at the main TPG (transport public genevois) centres. Tickets are not available on the bus itself.

- Bus 28 goes from the airport to Pregny Gate entrance (“Appia”) and Place des Nations (“Nations” stop).
- Bus 5 goes from the airport to Nations
- Buses 8, F, V, Z stop at both “Nations” and “Appia”
- Buses 11, 22 and tram 15 stop at “Nations”

Taxis: Taxis are readily available from the airport or can be called: +41 22 331 41 33. They are metered, so costs will vary, but the journey from the airport into the city centre will usually cost around CHF 30.

ENTERING PALAIS DES NATIONS

First entry to the Palais des Nations is through the Pregny Gate which faces the Red Cross headquarters (Avenue de la Paix 14, Geneva). Place des Nations entrance (presenting UN member countries’ flags) is only for delegates (or staff) with a UN badge, valid identity document and who are not carrying luggage.

To obtain your identity badge from the Security Services, be prepared to present a valid passport or an identity card and a copy of your registration form.

PERSONAL LUGGAGE

You may bring into the Palais only the type of luggage that is normally considered as carry-on luggage by airline companies, e.g. computer bags, rucksacks and hand bags. Should you have large luggage, it will be stored for you at the Pregny Gate if sufficient space is available.

XII. LINKS

UNECE Statistical Division's website: www.unece.org/stats

The Conference and Bureau website: www.unece.org/stats/ces.html

Rules and procedures of the CES: www.unece.org/fileadmin/DAM/stats/Rules_and_Procedures.pdf

CES Bureau members' wiki: www1.unece.org/stat/platform/display/bureau/CES+Bureau

The Fundamental Principles of Official Statistics: www.unece.org/stats/archive/docs.fp.e.html

In-depth reviews: www.unece.org/stats/ces/in-depth-reviews.html

Teams of Specialists: www.unece.org/stats/ToS.html

Publications: www.unece.org/statshome/publications-amp-resources/publications.html

Global Assessments of national statistical systems: www.unece.org/stats/technicalcooperation/ga.html

All CES meetings and workshops: www.unece.org/statistics/meetings-and-events.html

Library of training materials on statistics: www1.unece.org/stat/platform/display/train

Wikis and knowledge bases on different subjects: www1.unece.org/stat/platform/dashboard.action

CES High-Level Group for the Modernisation of Statistical Production and Services:
www1.unece.org/stat/platform/display/hlgbas

Gender statistics website with multimedia training videos: www.unece.org/stats/gender.html

UNECE Statistical Database website: w3.unece.org/pxweb/

UNECE Data Locator: www1.unece.org/stat/platform/display/DLoc

Database of International Statistical Activities (DISA): www.unece.org/DISA

United Nations website: www.un.org/en/index.shtml

Economic and Social Council: www.un.org/en/ecosoc/index.shtml

UN Statistics Division in New York : unstats.un.org/unsd/default.htm