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UNITED NATIONS
ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS

EUROPEAN COMMISSION
STATISTICAL OFFICE OF THE
EUROPEAN COMMUNITIES (EUROSTAT)

ORGANISATION FOR ECONOMIC COOPERATION
AND DEVELOPMENT (OECD)
STATISTICS DIRECTORATE

Meeting on the Management of Statistical Information Systems (MSIS 2011)
(Luxembourg, 23-25 May 2011)

INFORMATION NOTICE No. 1*

I. Introduction

1. The Joint UNECE/Eurostat/OECD Meeting on the Management of Statistical Information Systems will be held at the Offices of Eurostat in Luxembourg, from 23 to 25 May 2011, starting at 9.30 a.m.
2. The Meeting is primarily intended for informatics managers from statistical organizations and other specialists responsible for the coordination, planning and management of complex projects in statistical information processing.

II. Agenda of the meeting

3. The work programme of the meeting will consist of the following substantive themes:
 - (i) Architectures, models and standards;
 - (ii) From local to corporate perspective and case studies;
 - (iii) Innovation and related issues;
 - (iv) International cooperation/collaboration.
4. Detailed explanatory notes on the nature and expected outcomes of the themes are provided in Section V of this Information Notice.

III. Participation and accreditation

5. Representatives of all Member States of the United Nations and of interested intergovernmental organizations are welcome to participate in the meeting. Participants representing non-governmental organizations in a consultative status with the United Nations Economic and Social Council may also attend. **All participants must be accredited by the competent authorities of their country or international organization.** All participants attending the meeting are requested to have a valid passport and, if required, a visa. Applications for visas should be made as soon as possible to the Embassy of Luxembourg in the country

* Information on the venue and local arrangements in Luxembourg (hotel accommodation, transportation etc.) will be provided at a later date in Information Notice No. 2.

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

6. The statistical offices and international organizations are asked **to inform the UNECE secretariat before 25 February 2011** whether their organization intends to participate at the meeting and/or submit a contribution on the topics mentioned above. Please send **a short abstract and indicate the topic** to which the paper will refer as well as participant(s) name(s) and their contact data.

7. Participants are requested to fill in the attached Conference **registration form**, which will also be available in Word format on the website at the address indicated in paragraph 11. It should be sent to the UNECE secretariat by **11 April 2011** (as indicated on the form) so that it may be processed well in advance of the meeting.

IV. Documentation, methods of work and official languages

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

- A short **abstract** of the paper should be submitted to the UNECE secretariat (diane.serikoff@unece.org) as soon as possible and **by 25 February 2011 at the latest**.
- The **papers**, not exceeding 10 pages in length, should be sent to the UNECE secretariat **by 11 April 2011**.
- Papers should be submitted in electronic format in **MS Word** by e-mail to Ms. Diane Serikoff (diane.serikoff@unece.org).
- Templates in Word containing the header and format will be made available on the website or may be requested by e-mail (diane.serikoff@unece.org).

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

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

- Presentations should be sent to the UNECE secretariat **by 9 May 2011** at the latest, so that these may be installed on the presentation computer prior to the meeting.

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

<http://www.unece.org/stats/documents/2011.05.msis.htm>

Participants are encouraged to download the papers from the website and bring their own copies to the meeting. Documents posted on the website before the meeting will not be distributed in the conference room.

V. Explanatory notes to the substantive themes

Topic (i): Architectures, models and standards

Session Organizers: Karen Doherty, Statistics Canada (karen.doherty@statcan.ca) and Branka Cimermanovic, Central Bureau of Statistics, Croatia (brankac@dzs.hr)

12. The principles behind effective business and enterprise architectures emphasize the need for building and reusing sustainable and flexible systems using common tools, practices and reusable modules or components. One of the enablers for reusability is the application of information models and information exchange standards. The presentations under the Architecture topic this year are intended to highlight progress made towards building an Enterprise Architecture that supports the business needs as defined in a coherent business architecture, with particular emphasis on information models and data exchange. Examples of IT component reuse and of applications developed using sound architectural principles are also welcome.

Topic (ii): From local to corporate perspective and case studies

Session Organizers: Trevor Fletcher, OECD (Trevor.fletcher@oecd.org) and Jolanta Stefanska, International Monetary Fund (IMF) (jstefanska@imf.org)

13. This session focuses on management issues as well as technology and infrastructure improvements that countries are facing when planning and developing statistical information systems. We would like to ask participants to exchange experiences so we can all benefit from best practices. Papers could include issues with changes in organization and funding, outsourcing, software sharing and collaboration with other organizations, as well as management of projects and programmes, including business continuity planning. Management, acquisition, transfer and retention of knowledge and skills as well as capability could be discussed during this session as well. Additionally, we would welcome real examples or proposed innovations of data and metadata management solutions.

Topic (iii): Innovation and related issues

Session Organizers: Jenine Borowik, Australian Bureau of Statistics (jenine.borowik@abs.gov.au) and Ron Bianchi, Economic Research Service, U.S. Department of Agriculture (rbianchi@ers.usda.gov)

14. This part of the conference aims to discuss innovations that have an impact on the management of statistical information systems. We are seeking papers that will spark debate and discussion among participants. Innovation and related issues can take a variety of forms: examples might include new technologies, new methods, new practices or new management approaches. They may impact any or all parts of the Generic Statistical Business Process Model and its underlying information models.

15. We welcome any approach to presenting innovation and related issues. This might, for example, take the form of a case study, or an analysis of a proposed innovation. We ask that authors make clear in their papers the relevance of their chosen subject to the broad audience of meeting attendees.

Topic (iv): International cooperation/collaboration

Session Organizers: Marton Vuksan, Statistics Netherlands (mvcn@cbs.nl) and Carlo Vaccari, (National Statistical Institute of Italy, ISTAT) (vaccari@istat.it)

16. This is the item of the conference where we discuss all subjects relevant to sharing/collaboration. We are looking for papers to show possible successful ways for National Statistical Institutes (NSIs) to collaborate and we want to stimulate the discussion about these subjects. Aside from tools and other means of collaboration, we are especially interested in papers about the organizational change required for collaboration.

17. Recent history has shown that collaboration and cooperation also involve the possession of a common ground between the collaborating partners, so standards and the like are also a subject of interest. Papers can be case studies, plans, analysis etc. Authors should be aware that the papers are of interest to an audience of IT directors and other specialists.

VI. Local arrangements

A. Conference venue

18. The meeting will be held at:

EUROSTAT
Bâtiment Joseph Bech, 3rd floor
Conference Room Ampère
5, rue Alphonse Weicker
L-2721 Luxembourg-Kirchberg

B. Accommodation

19. Participants are reminded that they are responsible for making their own hotel reservations and are encouraged to do so as early as possible. Eurostat will provide a list of recommended hotels in Information Notice No.2.

20. The organizers regret not being able to assist participants in their travel arrangements (air tickets, trains, local transportation, etc.). Neither Eurostat nor the UNECE secretariat can take any responsibility for financial arrangements with respect to travel or accommodation.

VII. Further information

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

UNECE:

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Statistical Division	
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EUROSTAT:

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Statistical Office of the European Communities	
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OECD:

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Statistics Directorate, OECD	
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REGISTRATION FORM

Joint UNECE/Eurostat/OECD Meeting on the Management of Statistical Information Systems (MSIS 2011)
(Luxembourg, 23-25 May 2011)

This form should be completed in duplicate by each participant and returned by **11 April 2011**

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

1 copy to: Ms. Iseult McCloskey
Tel: +352 4301 32404
Fax: +352 4301 32999
E-mail: Iseult.Mccloskey@ec.europa.eu

1. Surname (Family name):	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/>	2. First name:
3. Representing (country or organization):		
4. Official function (in home country):		
5. Mailing address:		
6. Tel. No.:	7. Fax No.:	
8. E-mail address:		
9. Please indicate topic ((i)-(iv)) and title, if you intend to present a paper:		
10. Date and time of arrival in Luxembourg:	11. Date and time of departure from Luxembourg:	
12. Special requirements:		

Date _____

Signature _____