



European Statistical System Peer Reviews

Questionnaire on the Coordination role of the NSIs

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The Coordination Role of NSIs

Background

The European Statistics Code of Practice (CoP) distinguishes between good practice in terms of *the institutional environment*, *statistical processes*, and *statistical output*. The coordination role is a horizontal element which supports compliance with many specific elements of the Code relating to these three areas

As well as assessing the compliance of the NSS with the principles of the CoP, this round of ESS reviews will include a stock take of the effectiveness and efficiency of the coordination activity by the NSIs within the National Statistical System (NSS), with a particular focus on the production and dissemination of European statistics..

The stocktaking will be based on responses to a new self-assessment questionnaire on the Coordination Role of NSIs. This is presented as a separate tool in order to reinforce the distinction between the SAQ (on the Principles of the Code), and the new elements on coordination to be reviewed. The main scope of this questionnaire is to allow countries to provide information about the coordination role of the NSIs within the NSS - including aspects related to the production, development and dissemination of European statistics. The questionnaire is structured according to the different areas in which the coordinating activities by NSIs can be expressed within the NSS and linked to aspects included in the current indicators of the CoP:

- Institutional framework
- Planning and Programming of statistical activities
- Dissemination and Communication
- Training
- Standardisation of production processes
- Release of data

The Coordination Role

The “coordination role” means the set of activities of a single organisation which ensure that the activities of different members of the system meet the relevant quality standards:

- For NSIs, the coordination role ensures that all other national authorities within their National Statistical System, especially those which contribute to the development, production and dissemination of European statistics, comply with the standards of the ESS and fulfill the quality requirements for European statistics;
- For the Commission (Eurostat) the coordination role is two-fold. First, as for NSIs in the national context, it ensures that all other producers (e.g. European Agencies) at European level which contribute to the development, production and dissemination of European statistics comply with the standards of the ESS and fulfil the quality requirements for European statistics. Second, it ensures that NSIs are themselves meeting the necessary quality requirements for European statistics.

Coordination enables statistical authorities to:

- plan and implement statistical activities in a participatory manner – via coherent statistical work programs which prioritise statistical activities to generate the information required for EU policies, decision-making and the measurement of economic, social and environment phenomena;
- maintain close contact and collaboration with relevant stakeholders to improve the quality, comparability and consistency of official statistics;
- meet national and supranational statistical standard, fulfilling requirements of European statistical legislation and ESS quality standards;
- avoid duplication of work;
- minimise the burden on statistical respondents;
- facilitate the further use of available administrative records for statistical purposes, taking into account existing national administrative organizations; and
- enhance trust in the statistical system.

How to fill in the questionnaire

The coordination role questionnaire is designed with different sets of answers. In some cases the answers follow the scheme of the SAQ for the NSIs (no, yes, yes partly), in some other questions the set of possible answers give different choices. There are questions permitting multiple answers. In a few questions, if the answer is “no”, the instruction of skipping other related questions is given.

The questions included in the answer “please specify” allow Member States to give more explanations and examples illustrating their answer. It is important to clearly describe the activities in place, using examples and key wording. It is recommended to include in the answer references and links to supporting documentation or any type of evidence (e.g. websites, electronic tools). Explanations are limited to 3000 characters (i.e. around one page). The documents should only be made available during the interview with the peer reviewers. Peer reviewers might namely ask during the country visit for clarification and evidence in relation to the replies given in the questionnaire and this should be made available to them.

In cases where the answer to the “Please specify” is the same as the one already provided in a different question there is no need to repeat the answer and the reply “See answer to question” is enough.

The questionnaire concludes with sections in which particular issues can be highlighted and where statistical authorities are requested to reflect upon improvement actions and to indicate a time frame for their implementation, with particular emphasis on issues to be developed at national and European level. These sections are “Strengths and weaknesses” and “Follow-up”.

If any question is misleading or need clarification you can contact ESTAT-ESS-PEER-REVIEWS@ec.europa.eu.

QUESTIONNAIRE ON THE COORDINATION ROLE OF THE NSIs

Item: Institutional framework for the Coordination role

Content of the questions: The Coordination role of NSI within the NSS is specified in formal acts and organizational structure-governance and process structure for coordination is in place.

Link to current indicators of the CoP: -- Outside of the scope of the CoP.

1.	<p>The national coordinating body, set up by a legislative act or by another implementing measure, is (<i>multiple answers possible</i>):</p> <p>NSI <input type="checkbox"/></p> <p>Other public administration <input type="checkbox"/></p> <p>Independent authority <input type="checkbox"/></p> <p>Other <input type="checkbox"/></p> <p>Please specify (e.g. reference to legislative act, link to website)</p>
2.	<p>The coordination role of the NSI and relevant tasks are set out in a legislative act.</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. support document, reference to legislative acts and specific articles or section, link to website)</p>
3.	<p>The content of the coordination role includes (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none"> • aspect related to the elaboration of the European statistics <input type="checkbox"/> • aspect related to the production of the European statistics <input type="checkbox"/> • aspect related to the dissemination of the European statistics <input type="checkbox"/> • tools and possible mechanisms for coordination <input type="checkbox"/> <p>Please specify (e.g. type of tools, description of mechanism/process in place)</p>
4.	<p>Memoranda of understanding/protocols/agreements which include reference to the coordination role of NSI are in place with other statistical authorities which contribute to European statistics:</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. type of acts and main references to coordination role)</p>

5.	<p>The legal framework allows the national coordinating body to coordinate the national statistical system effectively.</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. support document, practices)</p>
6.	<p>There are other advisory bodies with tasks on general issues and/or specific topics which have a role in coordination</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. indications on the other bodies and their role on coordination)</p>
7.	<p>There is a clear mechanism to monitor the work flow of data transmission relating to European statistics</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. describe the mechanism)</p>
8.	<p>The national coordinating body has a dedicated budget to implement the coordination role.</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. support document, total amount/year, year(s))</p>
9.	<p>There are adequate human resources for ensuring effective coordination across the national statistical system</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, partly <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. number of persons)</p>

Item: Planning and Programming

Content of the questions: The coordination role within the national statistical system for planning and programming is implemented by establishing guidelines, plans and/or programs for statistical production.

Link to current indicators of the CoP: 1.5, 3.2, 3.3, 3.4, 9.1, 11.1 and 11.2

10.	<p>The national coordinating body has a specific entity responsible for coordinating and planning the production of national statistical system (<i>multiple answers possible</i>)</p> <ul style="list-style-type: none">• Internal NSI unit/division/department <input type="checkbox"/>• External Committee <input type="checkbox"/>• External unit/division/department (belonging to other administration) <input type="checkbox"/>• Other <input type="checkbox"/> <p>Please specify (e.g. support documentation, description of the structure/functions).....</p>
11.	<p>The statistical plan prioritizes the production of statistics according to user information needs.</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please specify (e.g. mechanism of prioritization, action in place or in the future to take into account user needs for the prioritization)</p>
12.	<p>The planning and programming Coordination is implemented (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none">• Through specific Committees <input type="checkbox"/>• Through working groups/task forces <input type="checkbox"/>• Through questionnaires or surveys <input type="checkbox"/>• Other <input type="checkbox"/> <p>Please specify (e.g. support documentation, explain the mechanism and the Committees, WG or other involved)</p>
13.	<p>There is a report on the implementation of the statistical program within national statistical system.</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please specify (e.g. support documentation, link to the report, future action in place)</p>

Item: Dissemination/Communication

Content of the questions: There are rules of procedure to facilitate communication between the NSIs and the principal producers and/or users of official statistics.

Link to current indicators of the CoP: Indicators 4.4, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 10.2, 11.1, 11.2, 11.3, 13.3, 15.1, 15.2, 15.5, 15.6 and 15.7

14.	<p>Communication between the NSIs and the principal producers and/or users of official statistics is promoted by (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none"> • formal network/group <input type="checkbox"/> • committee or group of experts from the statistical authorities <input type="checkbox"/> • committee or group of experts of other spheres (e.g. Academic committees, Inter-institutional committees, Sectorial committees) <input type="checkbox"/> • other <input type="checkbox"/> <p>Please specify (e.g. support documentation, other form of promotion)</p>
15.	<p>There are guidelines for the dissemination of European statistics for use by other national authorities</p> <ul style="list-style-type: none"> • Yes, guidelines produced by NSI <input type="checkbox"/> • Yes, guidelines produced by other body <input type="checkbox"/> • No <input type="checkbox"/> <p>Please specify (e.g. kind of guidelines, body that produces them)</p>
16.	<p>There is an information repository for the national statistical system or other information and communication tools (<i>multiple answers possible</i>)</p> <ul style="list-style-type: none"> • Yes, virtual network <input type="checkbox"/> • Yes, internet platform <input type="checkbox"/> • Yes, webpages <input type="checkbox"/> • Yes, communication tools (e.g. periodical newsletter) <input type="checkbox"/> • Yes, other <input type="checkbox"/> • No <input type="checkbox"/> <p>Please specify (e.g. support documentation, links)</p>

Item: Coordination on Training

Content of the questions: There is a body in charge and responsible for statistical training.

Link to current indicators of the CoP: Indicators 3.1, 7.6, 7.7

17.	<p>There is a structure responsible for statistical training</p> <ul style="list-style-type: none">• No <input type="checkbox"/> (skip the following question)• Yes <input type="checkbox"/> <p>Please specify (e.g. type of structure- internal unit, school.., functions)</p>
18.	<p>The NSIs have a training plan taking into account the needs of all the statistical authorities.</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please specify (e.g. support documentation, future action, action in place)</p>
19.	<p>The training is addressed to (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none">• statistical staff from the NSI <input type="checkbox"/>• statistical staff from the national statistical authorities <input type="checkbox"/>• staff from all branches of public administration <input type="checkbox"/>• users <input type="checkbox"/>
20.	<p>There is coordination with the academic community</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please specify (e.g. type of partnership, example of projects)</p>
21.	<p>There is an assessment of the impact of training.</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please specify (e.g. mechanism and tools)</p>

Item: Standardisation of production processes

Content of the questions: guidelines, methodological manuals and handbooks on recommended practices are developed by institutionalized working groups.

Link to current indicators of the CoP: Indicators 2.2, 7.1, 7.2, 8.1, 8.7, 8.8, 8.9, 9.2, 9.3, 9.4, 9.5,9.6, 10.2, 10.3, 10.4, 14.3

22.	<p>There are ad hoc methodological working groups for creating guidelines/manuals and/or their follow-up (<i>multiple answers possible</i>)</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes, NSI has a level of participation in each group <input type="checkbox"/> • Yes, other statistical authorities have a level of participation in each group <input type="checkbox"/> • Yes, other international organizations have a level of participation <input type="checkbox"/> • Yes, other EU member states have a level of participation <input type="checkbox"/> <p>Please specify (e.g. level of participation, functioning)</p>
23.	<p>There are different fora (virtual or physical) for exchanging technical knowledge and good practices</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> • Yes <input type="checkbox"/> <p>Please specify (e.g. links, future actions)</p>
24.	<p>There are processes for avoiding duplication of efforts in any stages of the production of European statistics (from the collection to dissemination) (<i>multiple answers possible</i>)</p> <ul style="list-style-type: none"> • No <input type="checkbox"/> (skip the two following questions) • Yes, stipulated in a legal act <input type="checkbox"/> • Yes, stipulated in binding agreements <input type="checkbox"/> • Yes, formulated as recommendations <input type="checkbox"/> <p>Please specify (e.g. references to legal act, agreement, recommendations)</p>
25.	<p>These processes are coordinated by (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none"> • NSI / other national coordinating body <input type="checkbox"/> • other authorities <input type="checkbox"/> • other bodies (e.g. Committee, Council, working group) <input type="checkbox"/> <p>Please specify (e.g. type of body)</p>
26.	<p>The tools used to coordinate these processes are (<i>multiple answers possible</i>):</p> <ul style="list-style-type: none"> • agreements <input type="checkbox"/> • computing tools <input type="checkbox"/> • other <input type="checkbox"/> <p>Please specify...(e.g. support documentation, type of other tools)</p>

Item: Release of data

Content of the questions: Existence of arrangements for assessing coherence, accessibility and clarity of European statistics and monitoring the pre-announced calendar, its publicity and its compliance.

Link to current indicators of the CoP: indicators 6.5, 13.2, 13.4, 7.1, 7.2, 12.1 and 12.2

27.	<p>There is a coordinating body for monitoring the pre-announced calendar, its publicity and its compliance.</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, a specific unit of the NSI <input type="checkbox"/>• Yes, other body <input type="checkbox"/> <p>Please, specify (e.g. the body and its functioning)</p>
28.	<p>There are mechanisms in place for the monitoring and assessment of the compliance with the pre-announced calendar:</p> <ul style="list-style-type: none">• No <input type="checkbox"/>• Yes, partly <input type="checkbox"/>• Yes <input type="checkbox"/> <p>Please, specify (e.g. the mechanism in place)</p>

Strengths and weaknesses.

29.	Please state below the main area of <i>strength</i> of your organisation with regard to its coordination role.
30.	Please state below the main area of <i>weakness</i> of your organisation with regard to its coordination role.

Follow up.

31.	On the basis of the above mentioned actions/sentences please list below actions that you would like to take which are suited to improve your organisation with regard to its coordination role. Actions and time frame:
32.	Please identify below possible actions at European level suited to improve your organisation with regard to its coordination role. Actions and time frame: