

TWINNING CONTRACT

JO/13/ENP/ST/23

Strengthening the capabilities of the Department of Statistics in Jordan



MISSION REPORT

on

Activity 3.4: Development of Quality Declarations – I

Mission carried out by

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List of Abbreviations

CoP	European Statistics Code of Practice
DoS	Department of Statistics of Jordan
IMF	International Monetary Fund
MS	Member State
QD	Quality Declaration
RTA	Resident Twinning Advisor
SD	Statistics Denmark
SIMS	Single Integrated Metadata Structure
ToR	Terms of Reference
TQM	Total quality management

1. General comments

This was the fourth activity in component 3 and the actions planned for this activity were carried out as scheduled in the ToR, cf. annex 1 and the programme, cf. annex 2. The purposes of the mission were:

- Discuss the draft templates for a standard DoS quality declaration – based on EU standards
- Discuss how the quality declaration can be published and how they can be linked to the statistical outputs
- Discuss the level of granularity, i.e the level at which, the quality declaration should be established. E.g. one for the whole national accounts or one for the annual national accounts and one for the quarterly national accounts

Thursday morning the consultants had the opportunity to meet the recently appointed Director General for DoS, his Excellency Dr. Qasem Al-Zubi, also Mr Abed Wadood Matouk and the RTA participated in the meeting. The meeting was highly positive, and his Excellency Dr. Qasem Al-Zubi supported the consultants' work and also stressed the importance that this was an good opportunity for DoS to reduce the gap to international standards.

The consultants would like to express their sincere thanks to all officials and individuals met for the kind support and valuable information which we received during the stay in Jordan and which highly facilitated our work. The views and observations stated in this report are those of the consultants and do not necessarily correspond to the views of EU, DoS or SD.

2. Conclusions and recommendations

2.1 Checklist for Data Quality Assurance

The checklist developed during activity 3.3 had been tested successfully by DoS, who used it for the Agricultural Employment Survey. The checklist proved to be useful for statistics in general.

Recommendation: Use the checklist for all new statistics and for new waves of existing surveys.

2.2 Quality Declarations (QD)

A draft template for QD was agreed during activity 3.3. The template had been successfully tested for Economic Surveys, and the resulting draft was presented to the experts. The draft QD was discussed and compared with content of Danish QD. A number of amendments were proposed and discussed during the mission.

The conclusion is that the template is ready to use in all existing and upcoming statistics. Therefore, the recommendation is to go ahead and implement the template. In order to do this, DoS should start to develop comprehensive guidelines for content of each item, so that statisticians responsible for the statistical products can fully understand the task.

2.3 Producing Quality Declarations

DoS should now start implementing the QDs in order to eventually having QDs for all products, which will greatly benefit users.

First, DoS should complete the QD for Economic Surveys, based on the inputs and discussions during the mission. As was proposed by DoS, the QD should be split in 5 QDs, one for each survey. DoS was invited to send the result to SD, who promised to review them shortly and send back further comments and proposals.

In the domain of national accounts, DoS should draft QDs for:

- Quarterly National Accounts
- Annual National Accounts
- Input-Output Tables (when these are produced, maybe in 2 years?)

The issue of granularity of QDs was discussed, i.e. what should be the “unit” to be described in a QD. It is recommended that one QD is made for each statistical product. The statistical product is defined as:

- Similar subject and/or common source used
- Published as one product

In DoS, this would probably lead to around 100 QDs

2.4 Training course in Quality Declarations

DoS has decided to have a training course in QD, easing the production of high quality and homogeneous QDs. The experts proposed the following elements in a one-day course with max. 20 participants (heads of divisions, who will then train their staff):

1. What is quality? Quality dimensions (short introduction)
2. The quality checklist and its application (short introduction)
3. What is important for users to know about your products?
4. The quality declaration template (short introduction)
5. Thorough explanation of each of the items with examples, based on written guidelines (3 hours?)
6. Practical exercise: try to fill in selected items

After the course participants should be given the following home work: submit a draft QD for each product.

These drafts should be reviewed by the Quality Division

2.5 Publishing the Quality Declarations

Following a discussion with the head of Electronic Dissemination, the experts recommend:

- Establish a dedicated area for QD on the DoS web site
- Store all QD in this area in a simple format like PDF
- Link to relevant QD in Press releases
- Link to relevant QD from tables and databases

A long term objective for DoS should be to include the QDs which will be created during the Twinning Project in an integrated, comprehensive metadata system, also comprising detailed variable descriptions, concepts database, and classifications database. The contents of the QDs should be inherited by such a future system.

2.6 Updating

Each QD must be updated by the responsible statistician before publishing each new wave of the statistical product (e.g. Economic Surveys, Quarterly National Accounts...)

3. Program for next mission (August)

Thursday morning a draft lineup of a program for the next mission in August was presented for the quality team. The quality team were very positive to the lineup and supported the content. It was also decided to add, that a draft version of a quality declaration of the Population Census will be presented by DoS. The consultants will then present an example of a QD for a Population Census for a European country. On the basis of this information it would be possible to carry out elements of the DoS quality declaration for Population Census.

The lineup for the next mission is as follows:

Review final drafts of QD for:

- 5 economic surveys
- Quarterly National Accounts
- Annual National Accounts
- A few other statistics

Population Census:

- SD to present a QD from an EU country
- DoS to present elements of QD for the Jordan Census

Review experience from training course

- Report from quality team
- Interview with participants (consultants)

Publishing quality declarations

- Test version of web site with QDs presented by Electronic Dissemination Division, incl. at least two real QDs
- Review of presentation of QD on DoS web site

Seminar with key users where QD is presented

- Held by the consultants

Annex 1: Terms of Reference

Terms of Reference

EU Twinning Project JO/13/ENP/ST/23

5 -8 May 2014

Component 3: Quality and metadata

Activity 3.4: Development of Quality Declarations – I

0. Mandatory results and benchmarks for the component

- Statistics published by DoS are quality assured and documentation is improved (Apr 2015)
- Assessment report on current situation (Jan 2014)
- The consequences of applying the European Statistics Code of Practice in DoS are discussed (Apr 2014)
- Develop a standard format for a quality declaration (Jul 2014)
- A quality declaration for the national accounts is completed and published on the DoS website (Jan 2015)
- Develop a metadata strategy (Jan 2015)
- Design and test a quality audit (Apr 2015)

1. Purpose of the activity

- Discuss the draft templates for a standard DoS quality declaration – based on EU standards
- Discuss how the quality declaration can be published and how they can be linked to the statistical outputs
- Discuss the level of granularity, i.e. the level at which, the quality declaration should be established. E.g. one for the whole national accounts or one for the annual national accounts and one for the quarterly national accounts

2. Expected output of the activity

- Agreed on which quality and process indicators to be included in the quality declaration
- Agreed on the template for quality declaration
- Recommendations on how to publish the quality declaration prepared
- Recommendations on how to decide on the level of granularity prepared
- Transfer of the Danish and in general the European Union, experience in quality and metadata regarding quality declarations
- A lining up of work programme for the next activity (3.5, scheduled to 17th - 21th August 2014)

3. Participants

DoS

Mr Mohammad Khalaf, Head of Quality Division (*Component Leader*)

Quality team:

Bassam Azzain
Baskim Shannak
Mohammad Damrah
Duraid Shawawreh

MS experts

Mr Lars Thygesen, Director, Sales and Marketing, Statistics Denmark

Mr Henrik Sejerbo Sørensen, Head of Division, Prices and Consumption, Statistics Denmark

Annex 2: Programme for the mission

Time	Place	Event	Purpose / detail	
Monday, morning	08.30 – 10.00	Hotel /DoS	Meeting with RTA	To discuss the programme of the week
Monday, morning	10.00 – 12.00	DoS	Meeting with BC Component Leader and BC Experts	Presentation by DoS on the progress with testing the draft quality declaration template. Discussions on the draft template for the standard DoS quality declaration
	12.00 – 01.00		Break / Preparations / Report writing	Break / Preparations / Report writing
Monday, afternoon	01.00 – 03.30	DoS	Meeting with BC Component Leader and BC Experts	Discussions on the draft template for the standard DoS quality declaration
	03.30 – 04.00		Preparations / Report writing	Preparations / Report writing
Tuesday, morning	08.30 – 09.30	DoS	Preparations / Report writing	Preparations / Report writing
	09.30 – 12.00		Meeting with BC Component Leader and BC Experts	Presentation of a draft Quality declaration for Economic Survey, DoS Discussion of the draft Quality declaration
	12.00 – 01.00		Break / Preparations / Report writing	Break / Preparations / Report writing
Tuesday, afternoon	01.00 – 03.30	DoS	Meeting with BC Component Leader and BC Experts	Presentation by the Danish experts on how the work on quality declarations are organised in Denmark and how they are published.
	03.30 – 04.00		Preparations / Report writing	Preparations / Report writing
Wednesday, morning	08.30 – 09.30	DoS	Preparations / Report writing	Preparations / Report writing
	09.30 – 12.00		Meeting with BC Component Leader and BC Experts	Feed back on the draft Quality declaration for Economic Survey. Presentation of a draft Quality declaration for National Accounts, DoS Discussion of the draft Quality declaration with National Accounts staff
	12.00 – 01.00		Break / Preparations / Report writing	Break / Preparations / Report writing
Wednesday, afternoon	01.00 – 03.30	DoS	Meeting with BC Component Leader and BC Experts	Training course in Quality declarations, input to an agenda from Statistics Denmark . Discussions of IT challenges with publishing Quality declarations on

				DoS.Homepage, IT and dissemination staff participation
	03.30 – 04.00		Preparations / Report writing	Preparations / Report writing
Thursday, morning	08.30 – 09.30	DoS	Preparations / Report writing	Preparations / Report writing
	09.30 – 11.30		Meeting with BC Component Leader and BC Experts	Suggestions to the agenda for the next mission in august. Conclusions and recommendations
			Ad-hoc meetings	Final clarifications with BC Experts, preparation of report and presentation for BC Project Leader
Thursday, morning	11.30 – 12.30	DoS	Meeting with BC Component Leader	Presentation for BC Project Leader
Thursday, noon	12.30 – 01.00	DoS	Debriefing with BC Project Leader	Conclusions and decisions and their consequences for the next activity and the implied work programme for BC Experts

Annex 3: Persons met

DoS:

Dr. Qasem Al-Zubi, Director General of DoS
Mr AbdelWadood Matouk, BC project leader

Quality Division:

Mr Mohammad Khalaf, Head of Quality Division (*Component Leader*)
Mr Duraid Al-Shawawreh, Quality Division

Quality Team:

Mr Bassam Al-Zain, Agricultural Survey Directorate
Mr Basem Shannek, Development & Strategic Planning Unit
Mr Mohammad Damrah, Economic Survey Directorate

Other staff from DoS:

Faisal Al Bgour , Dissemination
Walid Battah, Quarterly National Accounts
Hussam Aboshukur, IT-Dissemination

RTA Team:

Amal Aliah, RTA Assistant
Ibrahim Al-Adwan, Interpreter
Thomas Olsen, RTA