Program for Activity B7

Date	Place	Time	
28 Jan 18 **Sunday** *Presentations and* *discussions*	Golan	09:00	Welcoming, acquaintance, program of the week
		09:30	**BC:** Expectation from the current activity by the component leader of Twinning Team of Component B (Sigalit Mazeh)
		10:00	**BC:** Current status and presentation of vision for building and integrating data library, data catalogue and documentation Keywords: • *Current process for selecting data for a research project* • *Current process for creating customized documentation* • *What does the documentation for researchers include?* • *What are the most requested data ?(e.g. the 8 most requested datasets)* • *What is the ratio/need between request for RR and MUC* • *What is the ratio/need between survey data and administrative data* • *Status and plans for ongoing projects in particular SIMS (Statistical Documentation)* • *Planned structure of SIMS* • *Vision for the future* (Sigalit Mazeh and Adnan Mansur)
		11:00	Coffee break
		11:15	**MS:** Introduction to the data catalogues provided to the researcher at Statistics Denmark • *Introduction* • *Policy* • *Structure* • *Prerequisites* • *Driving forces and benefits*
		12:00	Lunch
		13:00	**MS:** Introduction to the **dataset** and **variable** catalogue at Statistics Denmark (SIMS and TIMES) Keywords: • *Definition of a datasets and variable* • *Organization of the work and responsibility* • *Harmonization and standardization* • *Structure and ownership of datasets and variable* • *Fields and content of the documentation* • *Codelists* • *Classification (Internal and DST classification)* • *How to deal with MUC files (i. Customized solution, ii. Special datasets, iii Special variables)* • *Initiatives in progress and future plans* • *Benefits (internally and externally) and challenges*
		14:15	Coffee break
		14:30	**MS:** High quality documentation (HKD) Keywords: • *Why HKD?* • *Cooperation with the research community* • *Cooperation with the subject unit* • *Work flow and review process* • *Additional fields incorporated into TIMES*
		15:15	Ad hoc meetings and additional demonstration as needed
		16:00	End of the day

Date	Place	Time	
29 Jan 18 **Monday** *Pilots*	Meeting room Economic-infrastructure 2nd floor	09:00	**MS:** First day review
		09:15	**MS and BC:** Pilot 1 - using the Danish HKD framework • *Introduction by DST* • *Filling in content for the Demography- Population Estimates (administrative data)* • *Feedback and conclusions*
		10:45	Coffee break
		11:00	**MS and BC:** Pilot 2 - using the Danish HKD framework • *Introduction by DST* • *Filling in content for income statistics (administrative data)* • *Feedback and conclusions*
		12:15	Lunch
		13:15	**MS and BC:** Pilot 3 - using the Danish HKD framework • *Introduction by DST* • *Filling in content for the Census* • *Feedback and conclusions*
		14:45	Coffee break
		15:00	Ad hoc meetings and additional demonstration as needed
		16:00	End of the day

Date	Place	Time	
30 Jan 18 **Tuesday** *Policy, Structure and content, workflow and recommendations*	Meeting room Economic-infrastructure 2nd floor	09:00	**MS:** Second day review
		09:20	**BC and MS:** Outlining Policy for a data catalogue
		10:20	Coffee break
		10:30	**BC and MS:** Outlining Structure and content of data
		12:00	Lunch
		13:00	**BC and MS:** Possible steps for building a catalogue
		14:30	Summarizing
		15:00	Evaluation and final remarks

Date	Place	Time	
31 Jan 18 **Wednesday** *Writing up report*	Meeting room Economic-infrastructure 2nd floor	09:00	MS: Writing up reports and ad hoc meetings with BC if needed (e.g., a meeting outlining the responsibility and task of the head of the Research Unit)
		11:00	Preparation of recommendations to be presented for the top management by Sigalit Mazeh on Sunday 04 February 2018

Abbreviations
BC = Beneficiary Country (Israel)
MS = Member State (Denmark)
ICBS = Israeli Central Bureau of Statistics
Material to be prepared before the Activity:
• Presentations
• Translation of selected part of the Guidelines for the data catalogue used at DST to English and Hebrew (Will be done by the RTA and RTAA)