

## Terms of Reference

EU Twinning Project IL/12 CRIS 2015/370-467

12-15 September 2016

### Component A: Quality Management of Official Statistics

#### Activity A.3: Quality reports, tools and methods

#### 0. Mandatory results and benchmarks for the component

Mandatory results:

- *The establishment of an organizational system (organizational unit and work processes) responsible for the Quality Management of official statistics in ICBS and in the NSS. (February 2018)*

Benchmarks:

- **IA1:** *Working procedures, scope of statistical products, methods and tools defined for all interfaces (Ultimo November 2016)*
- **IA2:** *Formal organizational structure including a designated unit, referents in ICBS and in the NSS, task forces and committees (with well-defined mandates) proposed to the Public Council for Statistics (Medio February 2017).*
- **IA3:** *Staff trained to evaluate the quality of processes and statistical outputs generated in ICBS and in the NSS (Ultimo June 2017)*
- **IA4:** *Proposal drafted regulating the quality assurance of statistical products or organizational units in the NSS (such as the Information and Statistics Division in the Bank of Israel), as complying with the required national quality standards for official statistics (Ultimo August 2017)*
- **IA5:** *Draft raising awareness strategy formulated (Ultimo August 2017)*
- **IA6:** *Training program on quality policy and on the implementation of quality standards in the relevant bodies in the NSS (Ultimo November 2017)*
- **IA7:** *Multi-year national work plan for the implementation of the quality principles in the NSS elaborated (Ultimo November 2017)*

#### 1. Purpose of the activity

The main purpose of the activity is to streamline and harmonise metadata and quality reporting in the ICBS. At the activity practical implementation of quality reports will be discussed.

The European Statistics Code of Practice (ES CoP) for quality of official statistics was formally adopted by ICBS top management in 2014. However, quality is a multi-dimensional concept. The previous mission focused on self-assessment and quality audits. Since both self-assessments and audits of the production system place emphasis on metadata and documentation, therefore a natural next step for the current Mission will be to focus on quality reporting. In addition the work from activity A2 on methods for quality assessment and quality implementation will be continued and discussed.

*The activity will include presentation and discussion of:*

- *The current status of on-going Metadata work within the ICBS (Registers and survey)*
- *The relationships between quality reporting and CoP, QAF and Quality audits*
- *General characteristics of the quality report in Europe and the OECD, including presentation of the Danish model for quality reports*
- *Quality reports implementation – requirements regarding structure and contents*
- *Implementation of the "once for all purposes" quality reporting strategy (Drill down: Internal users, external users and the public)*
- *Working procedures for quality reports including role and obligations of the subject unit and quality coordinator*
- *How to promote harmonised quality reporting across statistical processes and their outputs within ICBS (and NSS's) and hence to facilitate comparisons across processes and outputs*
- *Dissemination strategy of quality reports*
- *A road map for integrating quality reports in the Quality Management of Official Statistics including the cooperation and role and tasks for the Twinning and other initiatives within the ICBS such as the ICBS Metadata Program*
- *The instruction to subject units for quality assurance*

*Hands-on exercises:*

*Hands-on exercises on Quality Reports will be done as Test for four selected statistics, optimally using two Teams from the Education Statistics since they have already experiences with SIMS and two additional Teams. The two additional Teams has no experience in using SIMS, however they have a good understanding of other tools used in order to ensure quality of official Statistics from the last Mission are.*

*The four teams will be:*

*From Education Statistics (Experienced SIMS user):*

- *Team 1: Follow up of high school students to higher education (Dan Sheinberg et al.)*
- *Team 2: Child Welfare (Edna Shimoni et al.)*

*From other Departments:*

- *Team 3: Births and Fertility (Shoshi Einhorn-Garbarchik, Dvorit Angel)*
- *Team 4: Tourism Statistics (Tilda Khait)*
- *Team 5: Environmental statistics (Yaniv Sharabi)*

*The Test will include the following three steps:*

- I. Filling in the Danish model for detailed quality reports - for an example please consult annex A**
- II. Drafting summary version for the web page (which consists of the Introductions to the chapters of the quality report), based on the detailed quality report from Step 1 - for an example please consult <http://www.dst.dk/en/Statistik/dokumentation/documentationofstatistics/research-education>**
- III. Evaluation**



## 2. Expected output of the activity

- *Activity report*
- *Recommendations on how to implement quality reports – formats, requirements regarding structure incl. how to fill quality reports based on SIMS and how to fill in SIMS based on filled quality reports*
- *Draft for recommendations on how to write a subject matter web page based on quality reports*
- *A draft for a road map for ICBS policy on implementing mandatory quality reports*
- *Follow up on recommendations regarding methods for assessment.*

## 3. Participants

### Twinning Team

- **Mr. Yoel Finkel**, BC Project Leader, Associate Government Statistician.
- **Ms. Sigalit Mazeh**, BC Project Leader Deputy, Director, International Relations and Statistical Coordination Department
- **Ms. Batia Attali**, RTA Counterpart, BC Component Leader for component A, Head of Sector, International Relations and Statistical Coordination Department
- **Ms. Charlotte Nielsen**, Resident Twinning Adviser
- **Ms. Tamar Rand**, Resident Twinning Adviser Assistant

### BC Component Experts

- **Mr. Ari Paltiel**, Quality Coordinator, Office of the National Statistician
- **Ms. Larisa Fleishman**, Head of Sector, Micro Economics, Office of National Statistician
- **Mr. Moshe Pollak**, Chief Scientist, Office of the National Statistician

### MS Component Experts

- **Ms. Karin Blix**, Quality Coordinator, Statistics Denmark;
  - *Specialist knowledge:* Quality Management, self-assessments, Audit reports, Quality Reports, SIMS, Broad experience in different subject areas: housing, prices, environmental accounting, education and trade statistics
- **Mr. Peter Stolze**, Head of Division - Methodology and Analysis, Statistics Denmark
  - *Specialist knowledge:* Quality Management, Quality Reports, SIMS, Surveys, sampling, seasonal adjustment.

### Metadata Steering Committee and Implementation Team

- **Mr. Oz Shimoni**, Head of Metadata Steering Committee and Director of Macro-economics Department
- **Ms. Tali Tal**, Director, Infrastructure-Economic Statistics Department
- **Ms. Louisa Burck**, Director, Methodology Department
- **Ms. Sigalit Mazeh**, Director, International Relations and Statistical Coordination Department
- **Ms. Olivia Blum**, Director, Demography and Census Department
- **Mr. Tom Caplan**, Head of ICBS Meta Data Program (Implementation Team), Office of the National Statistician
- **Mr. Doron Sayag**, Office of the National Statistician Department
- **Ms. Natalia Tsibel**, Methodology Department
- **Ms. Batia Attali**, International Relations and Statistical Coordination Department
- **Mr. David Landau**, Information, Dissemination and Media Relations Department
- **Ms. Lital Armon Cohen**, Office of the National Statistician
- **Mr. Rami Harel**, Information Technology Department

### Web Content

- **Ms. Mirit Cohen**, Web Content Manager, Information, Dissemination and Media Relations Department

### Test Teams:

- **Mr. Dan Sheinberg**, Follow up of high school students to higher education, Education and Teaching Department

- **Ms. Edna Shimoni, Children at risk/Child Welfare, Education and Teaching Department**
- **Ms. Shoshi Einhorn-Garbarchik, Head of Sector, Households, Marriage and Fertility, Demography and Census Department**
- **Ms. Dvorit Angel, Households, Households, Marriage and Fertility, Demography and Census Department**
- **Mr. Yaniv Sharabi, Environmental Expenditure, Infrastructure-Economic Statistics Department**
- **Ms. Tilda Khait, Tourism Statistics, Business Statistics Department, Tourism Statistics**

#### **Additional participants from various Departments not already listed**

#### **SUBJECT MATTER DEPARTMENTS**

##### **Education and Teaching Department**

- **Mr. Yosef Gidanian, Director**
- **Mr. Adnan Mansur, Head of Sector**

##### **Business Statistics Department**

- **Ms. Ronit Nissimboim, Deputy Director**

##### **Macro-Economic Statistics Department**

- **Ms. Noemi Frisch, Deputy Director**
- **Ms. Tali Shalem, National Accounts**

##### **Micro-Economic Statistics Department**

- **Ms. Merav Yiftach, Director**
- **Ms. Alla Proskorovsky, Consumer Price Index unit**

#### **SERVICE DEPARTMENTS**

##### **Information, Dissemination and Media Relations Department**

- **Mr. Eran Ropalidis, Director**
- **Ms. Hagit Ansbachar, Glossary Manager**

##### **Information Technology Department**

- **Mr. Shachar Katz, Director**
- **Mr. Itzik Goldstein, Deputy Director**
- **Ms. Limor Louie**

##### **Management of ICBS**