

# TRAINING COURSE IN COORDINATION AND QUALITY MANAGEMENT OF OFFICIAL STATISTICS

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## The mapping exercise to GSBPM in Istat

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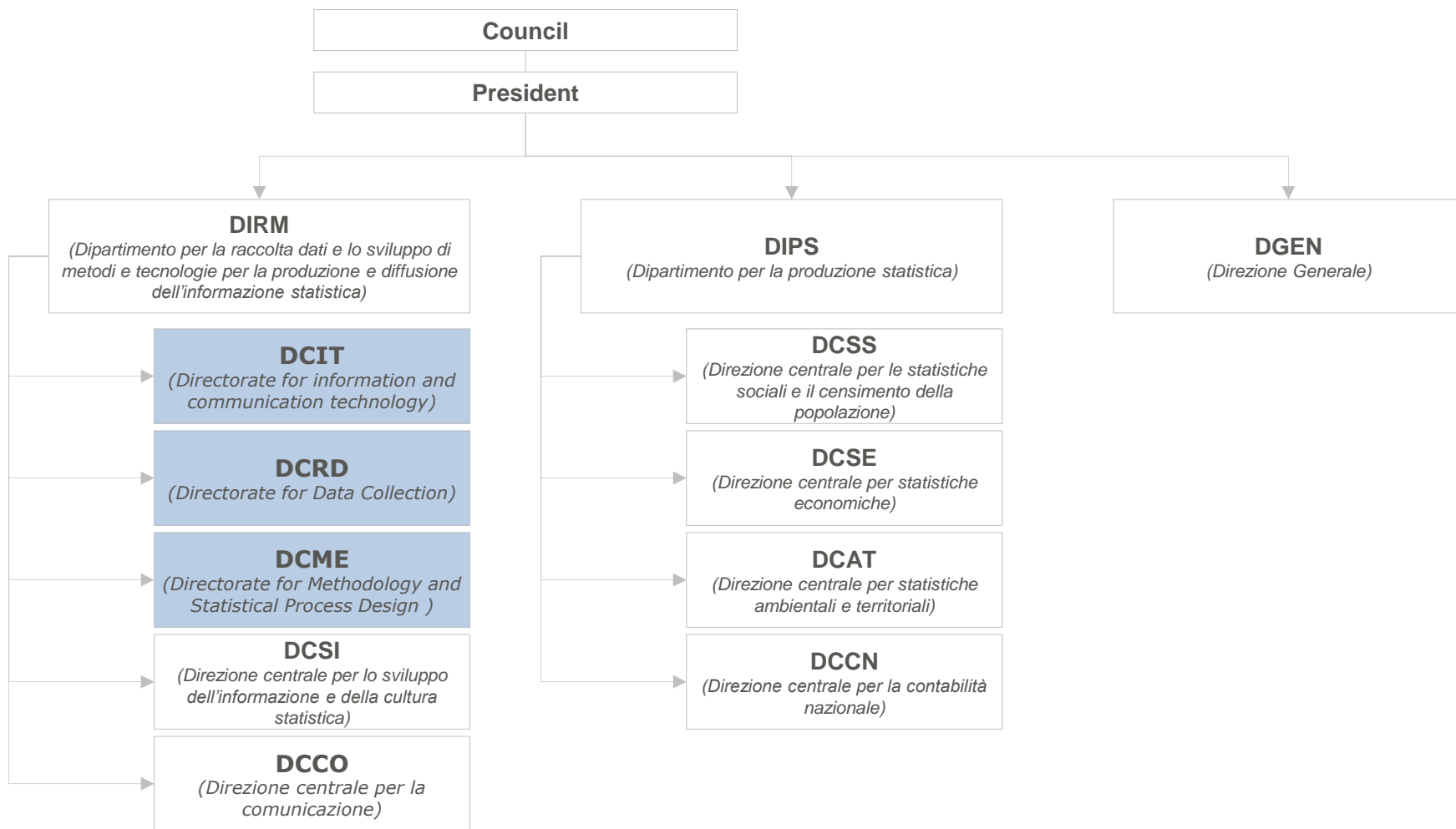
Istat

# Recent application of the GSBPM in Istat

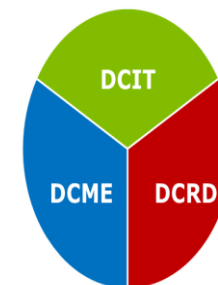
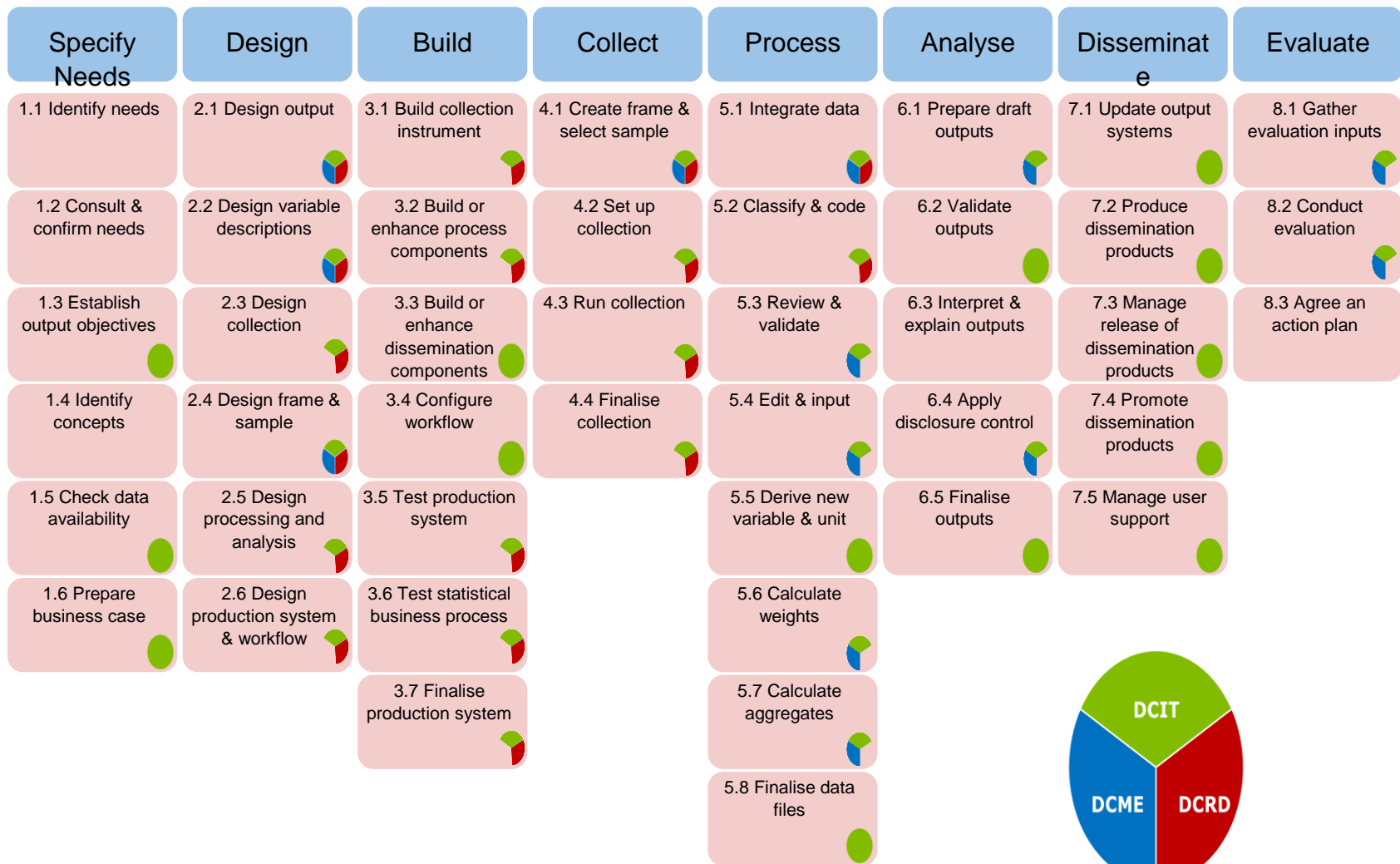
- ✓ Mapping of activities to the GSBPM started in Directorate for Data Collection, in September 2016
- ✓ The Data Collection Directorate represents a major change of the re-organisation that took place in April 2016
  - Big change in the production process but also a big cultural change for a lot of people
  - Need to better understand who does what: responsibilities, work flows, procedures,...
- ✓ The GSBPM provides an international framework for rationalising the activities and for supporting the transition

## Recent application of the GSBPM in Istat

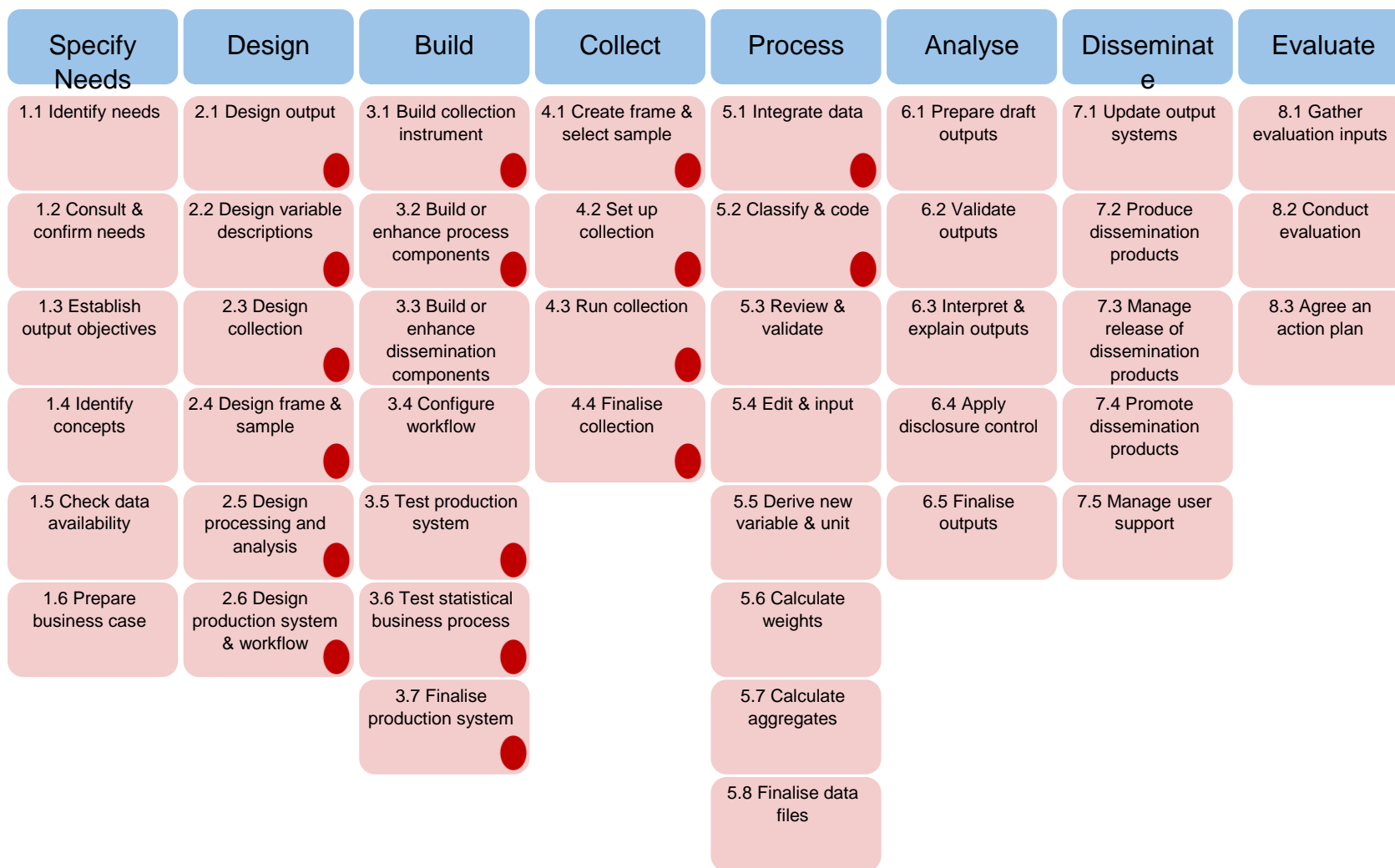
- ✓ Version 1.0 of the Mapping of Data collection Directorate (DCRD) to GSBPM was adopted by Istat and published on Istat intranet (July 2017)
- ✓ The Mapping to GSBPM has been extended to other Directorates
  - Directorate for Methodology and Statistical Process Design (DCME)
  - Directorate for information and communication technology (DCIT)
- ✓ The work is still in progress



# Summary of the Mapping exercises



# Mapping of the Directorate for Data Collection



# What has been done in the mapping for the Data Collection Directorate

## For each sub-process

- ✓ Definition of tasks
- ✓ Exploitation of the activities (within the task) for Data Collection Directorate - “who does what”
- ✓ Assigning responsibilities for each task among different directorates
- ✓ Highlighting cross-cutting activities (for more than one process)

## An example of tasks

### 2.3 Design Collection - Tasks

- ✓ Definition of the collection method
- ✓ Design of collection instruments, questions and response templates
- ✓ Design of any formal agreements relating to data supply
- ✓ Confirmation of legal basis for data collection
- ✓ Design of process-specific provider management systems
- ✓ Re-use of known methods and collection systems
- ✓ .....



## Example: 2.3 Design collection

Tasks	Responsibility	Who does what in data collection directorate	Notes
Definition of data collection method	<div>R- DCRD</div> <div>C- DIPS</div>	<b>RDA</b> Choice of Data collection technique )  <b>RDD</b> Administrative data source acquisition systems (ARCAM)	See also 1.5
Questionnaire design	<div>R- DIPS</div>	<i>Questionnaire design</i>	See also 3.1
	<div>C- DCRD</div>	<b>RDA</b> Compliance to standards Optimisation of questionnaire design	
Estimation of costs and definition of time schedule	<div>R- DCRD</div> <div>C- DIPS</div>	<b>RDB</b> Estimation of costs and definition of time schedule	See also 4.2

## Example: 2.3 Design collection

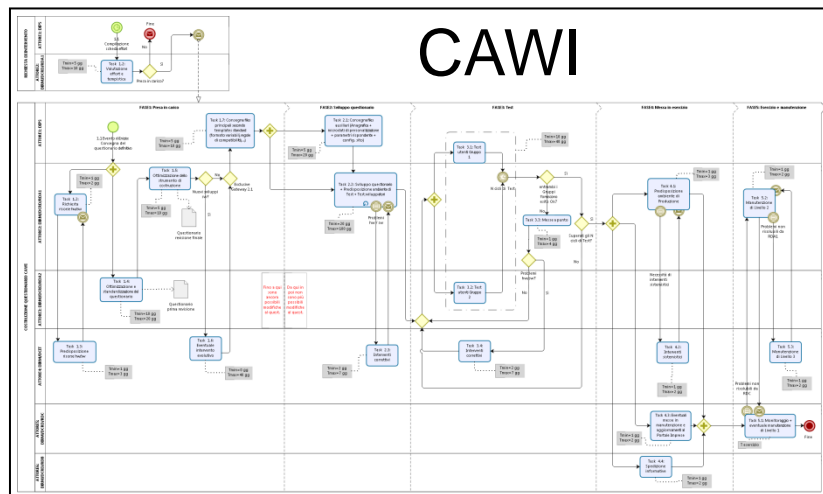
Tasks	Responsibility	Who does what in data collection directorate	Note
Planning outsourcing needs	R- DCRD	<b>RDB</b> – identifying needs and services in outsourcing	See also 4.2
Planning formal agreements with administrative data providers	R- DCRD C- DIPS	<b>RDA</b> – methodological aspects <b>RDD</b> Planning formal agreements with administrative data providers	
Confirmation of legal bases for data collection	R- DIPS	<i>Annual Planning – National Statistical Program</i>	
	C- DCRD	<b>RDB-</b> Procedures for non respondents	
Design of data acquisition systems	R- DCRD C- DCIT	<b>RDA</b> - Business portal <b>RDD</b> - ARCAM <b>DCRD staff</b> – system for managing data collection	
Data collection optimisation	R- DCRD C- DIPS DIRM	<b>RDA</b> Optimisation of data collection tools and interviewers networks Optimisation of administrative data acquisition	Cross-cutting activity

## Example: 3.1 Build Collection Instrument

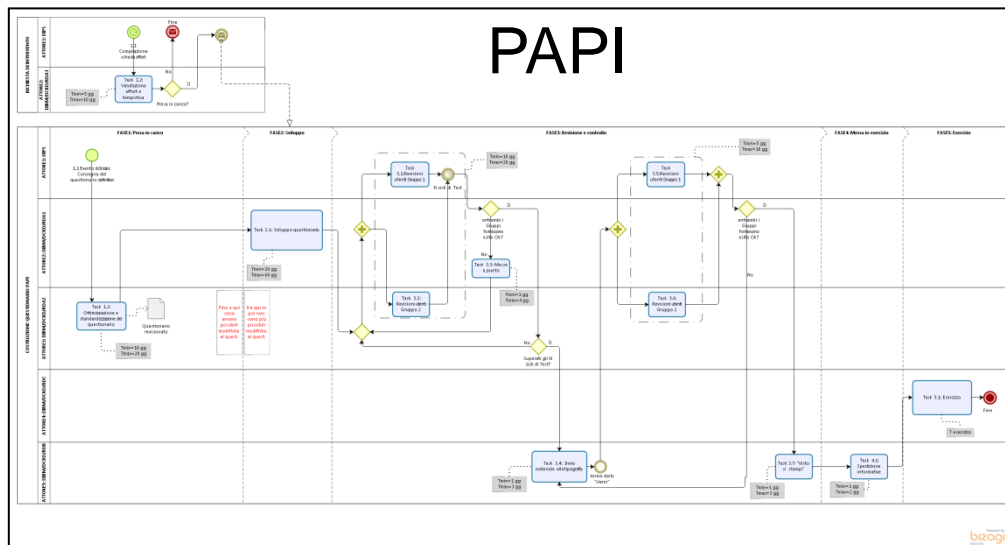
Tasks	Responsabilità	Chi fa cosa in DCRD	Note
Build questionnaire	R- DCRD	<b>RDA</b> Questionnaire optimisation Building paper or electronic questionnaire (portale, GX, Gino++, Blaise) <b>RDC</b> – Building interview rules and household contacts	Procedure for questionnaire design
Test questionnaire	R- DCRD  R- DIPS	<b>RDA con la collaborazione di RDC</b> Questionnaire test (contents) Functionality test) Questionnaire pre-test and pilot survey Documentation	
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# The questionnaire: 3 operational procedures

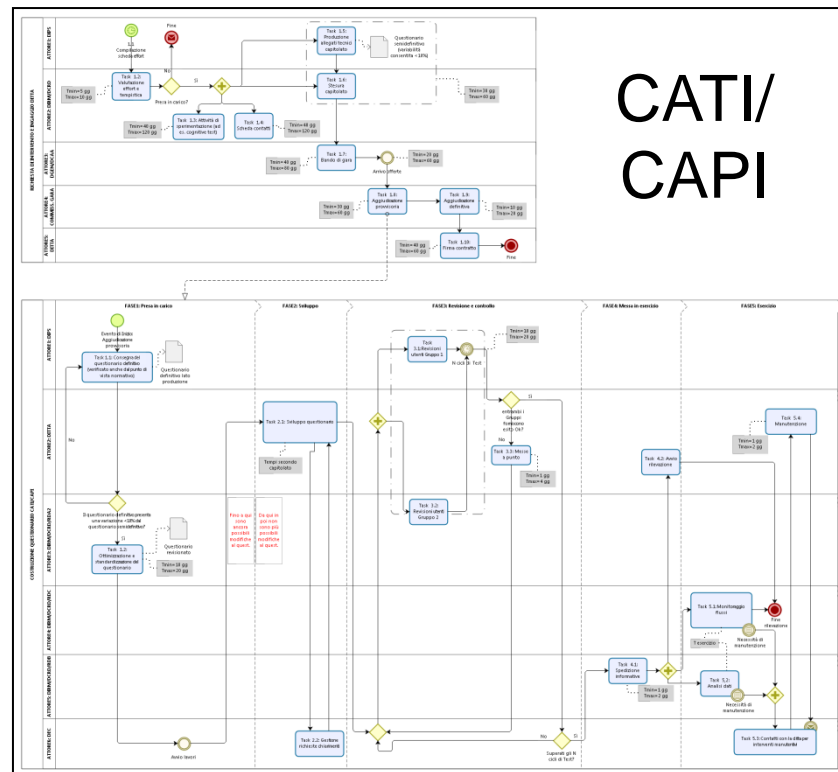
## CAWI



## PAPI



## CATI/ CAPI



# The mapping to GSBPM for Data Collection Directorate

- ✓ Presented to top and middle management in a seminar (December 2016)
- ✓ Sent to all Directorates for comments
- ✓ Revised on the basis of the comments received (March 2017)
- ✓ Version 1.0 adopted by Istat and published on Istat intranet (July 2017)