



**CARIBBEAN TRAIN THE TRAINERS SEMINAR ON UN-CLASSIFICATIONS FOR  
STATISTICAL AND OTHER LABOUR MARKET INFORMATION,**

**2-13 NOVEMBER 2009**

**The Hyatt Hotel, PORT OF SPAIN  
TRINIDAD & TOBAGO**

<b>Day 1: Monday 2 November</b>	<b>Opening ceremony</b>	
08:30 – 09:00	Registration	
09:00 – 09:10	Word of welcome by the Director of the Central Statistical Office of Trinidad and Tobago, Mr. Dave Clement	
09:10 – 09:20	Word of welcome by the Director of the ILO Sub-regional Office for the Caribbean, Dr. Ana Romero	
09:20 – 09:30	Word of welcome by the Director of the CARICOM Statistical Programme, Dr. Philomen Harrison	
09:30 – 09:55	Key Note address by the Deputy Permanent Secretary, Ministry of Planning, Housing and The Environment of the Government of Trinidad and Tobago, Mrs. Juliana Johan - Boodram	
09:55 – 10:00	Closing of opening ceremony	
10:00 – 10:15	Coffee break	
<b>Day 1:</b>	<b>Working session 1: Methods and principles of UN standard classifications and related national systems</b>	
10:15 – 11:00	Family of International Economic and Social Classifications I	
11:00 – 11:45	Family of International Economic and Social Classifications II	Presenter: Mr. Ralf Becker, UNSD
11:45 – 12:30	History, overview of the five classification systems	
12:30 – 14:00	Lunch	
14:00 – 14:45	Basic concepts, principles of classifications	Presenter: Mr. Ralf Becker, UNSD
14:45 – 15:30	Underlying Methodological principles and issues	Presenter: Mr. Ralf Becker, UNSD
15:30 – 15:45	Coffee break	
15:45 – 16:30	Wrap up session	Chair to be decided
<b>Day 2: Tuesday 3 November</b>	<b>Working session 2: International Standard Industrial Classification (ISIC Rev.4, 2008)</b>	
09:00 – 09:45	History, scope and purpose of ISIC	Presenter: Mr. Ralf Becker, UNSD
09:45 – 10:15	Conceptual basis of the ISIC Rev.4; The basic classification variable of the ISIC Rev.4; Application rules	Presenter: Mr. Ralf Becker, UNSD
10:15 – 10:30	Coffee break	
10:30 – 11:15	Conceptual basis of the ISIC Rev.4; The basic classification variable of the ISIC Rev.4; Application rules (cont.)	Presenter: Mr. Ralf Becker, UNSD
11:15 – 12:00	The high-level structure of the ISIC Rev.4	
12:00 – 13:30	Lunch	
13:30 – 14:15	Discussion of National practices in the Caribbean	Chair to be decided
14:15 – 15:00	Coffee break	
15:00 – 15:15	Discussion of two examples of best practices	Presenter: Mr. Ralf Becker, UNSD
15:15 – 16:00	Discussion of two examples of best practices	Presenter: Mr. Ralf Becker, UNSD
16:00 – 16:45	Wrap up session	Chair to be decided

<b>Day 3: Wednesday</b>	<b>Working session 2 (continued): International Standard Industrial Classification (ISIC Rev.4, 2008)</b>	
<b>4<sup>th</sup> November</b>		
09:00 – 09:45	ISIC Rev.4 areas of special interest: - Section J	Presenter: Mr. Ralf Becker, UNSD
09:45 – 10:15	- Section E	
10:15 – 10:30	Coffee break	
10:30 – 11:15	- Section T	Presenter: Mr. Ralf Becker, UNSD
11:15 – 12:00	- Holding companies and head offices	
12:00 – 13:30	Lunch	
13:30 – 14:15	Linkages to other classifications	Presenter: Mr. Ralf Becker, UNSD
14:15 – 15:00	Linkages to other classifications ( <i>continued</i> )	
15:00 – 15:15	Wrap up session	
15:15 – 16:00	Planning the switch to a new ISIC version	Presenter: Mr. Ralf Becker, UNSD
16:00 – 16:45	Wrap up session	Chair to be decided

<b>Day 4: Thursday</b>	<b>Working session 2 (continued): International Standard Industrial Classification (ISIC Rev.4, 2008)</b>	
<b>5<sup>th</sup> November</b>		
09:00 – 09:45	Adaptation of the ISIC to national and regional settings	Presenter: Mr. Ralf Becker, UNSD
09:45 – 10:15	Presentations on the Trinidad and Tobago Adaptation	
10:15 – 10:30	Coffee break	
10:30 – 11:15	Discussion of other National practices in the Caribbean	Chair to be decided
11:15 – 12:00	Discussions on regional efforts	
12:00 – 13:30	Lunch	
13:30 – 14:15	Measurement issues and classification/coding tools	Presenter: Mr. Ralf Becker, UNSD
14:15 – 15:00	Planning for training and promotion	
15:00 – 15:15	Coffee break	
15:15 – 16:00	Institutional arrangements at the national level	Presenter: Mr. Ralf Becker, UNSD
16:00 – 16:45	Wrap up session	Chair to be decided

<b>Day 5: Friday</b>	<b>Working session 3: Central Product Classification (CPC Ver. 2, 2008)</b>	
<b>6<sup>th</sup> November</b>		
09:00 – 09:45	History, scope and purpose CPC	
09:45 – 10:15	Conceptual basis of the CPC version 2; The basic classification variable of the CPC version 2	Presenter: Mr. Ralf Becker, UNSD
10:15 – 10:30	Coffee break	
10:30 – 11:15	Structure of the CPC version 2	Presenter: Mr. Ralf Becker, UNSD
11:15 – 12:00	Linkages to other classifications	
12:00 – 13:30	Lunch	
13:30 – 14:15	Caribbean countries that have used the CPC	Chair to be decided
14:15 – 15:00	Measurement issues and classification/coding tools	Presenter: Mr. Ralf Becker, UNSD

<b>Day 5: Friday 6<sup>th</sup> November</b>	<b>Working session 3: Central Product Classification (CPC Ver. 2, 2008)</b>	
15:00 – 15:15	Coffee break	
15:15 – 16:00	Planning to introduce the CPC version 2 in the national statistical system including adaptation to national and regional settings (including Planning for training and promotion)	Presenter: Mr. Ralf Becker, UNSD
16:00 – 16:45	Wrap up session	Chair to be decided
<b>Day 6: Monday 9<sup>th</sup> November</b>	<b>Working session 4: International Standard Classification of Occupations, 2008 (ISCO-08)</b>	
09:00 – 09:45	History, scope and purpose ISCO and the role of national classifications	
09:45 – 10:15	Conceptual basis of and units classified by ISCO-08	Mr. David Hunter, ILO
10:15 – 10:30	Coffee break	
10:30 – 11:15	The structure of ISCO-08 - Overview	
11:15 – 12:00	The structure of the ISCO -08 – Areas needing special attention	Mr. David Hunter, ILO
12:00 – 13:30	Lunch	
13:30 – 14:15	Linkages to other classifications	
14:15 – 15:00	Occupational classifications and new approaches to skills development and techniques affecting the use of the ISCO in employment services and skills development	Mr. David Hunter, ILO
15:00 – 15:45	Demonstration of the Caribbean Occupational Information Exchange Facility	Reynold Simons, ILO
15:45 – 16:00	Wrap up session	Chair to be decided
<b>Day 7: Tuesday 10<sup>th</sup> November</b>	<b>Working session 4 (continued): International standard classification of Occupations, 2008 (ISCO-08)</b>	
09:00 – 09:45	How to adapt ISCO-08 for use in national and regional settings	Mr. David Hunter, ILO
09:45 – 10:15	Presentations on the BARSOC and the TT-DOT	Delegates from Barbados and Trinidad and Tobago
10:15 – 10:30	Coffee break	
10:30 – 11:15	Discussion of other National practices in the Caribbean	Chair to be decided
11:15 – 12:00	Discussions on regional efforts	
12:00 – 13:30	Lunch	
13:30 – 14:15	Measurement issues and classification/coding tools	Mr. David Hunter, ILO
14:15 – 15:00	Planning for training and promotion	Mr. David Hunter, ILO
15:00 – 15:15	Coffee break	
15:15 – 16:00	Institutional arrangements at the national level	Mr. David Hunter, ILO
16:00 – 16:45	Wrap up session	Chair to be decided

<b>Day 8: Wednesday</b>	<b>Working session 5: The International Classification of Status in Employment, 1993, (ICSE 93)</b>	
11 <sup>th</sup> November		
09:00 – 09:45	Scope, purpose and conceptual basis and structure of the <b>ICSE</b>	
09:45 – 10:15	Special groups, issues in determining the employment relationship and its relevance to measurement of the informal sector and informal employment	Mr. David Hunter, ILO
10:15 – 10:30	Coffee break	
10:30 – 11:15	Discussion of National practices in the Caribbean and two examples of best practices	Chair to be decided
11:15 – 12:00	Training for and promotion of the <b>ICSE</b>	Mr. David Hunter, ILO
12:00 – 13:30	Lunch	
	<b>Working session 6: International Standard Classification of Education, 1997 (ISCED 97)</b>	
13:30 – 14:15	History, scope and purpose ISCED	MS. Nhung Truong, UNESCO Institute for Statistics
14:15 – 15:00	Structure of the ISCED	
15:00 – 15:15	Coffee break	
15:15 – 16:00	Structure of the ISCED (continued)	MS. Nhung Truong, UNESCO Institute for Statistics
16:00 – 16:45	Structure of the ISCED (continued)	
<b>Day 9: Thursday</b>	<b>Working session 7 (continued): International Standard Classification of Education, 1997 (ISCED 97)</b>	
12 <sup>th</sup> November		
09:00 – 09:45	The mapping process of national education systems to ISCED	MS. Nhung Truong, UNESCO Institute for Statistics
09:45 – 10:15	The mapping process of national education systems to ISCED	
10:15 – 10:30	Coffee break	
10:30 – 11:15	Examples of ISCED mappings for the Caribbean	MS. Nhung Truong, UNESCO Institute for Statistics
11:15 – 12:00	National capacities to work on ISCED: links with the national experts	
12:00 – 13:30	Lunch	
13:30 – 14:15	Measurement issues and classification/coding tools (upcoming census)	Chair to be decided (with support of a delegate from the Regional Census machinery and Ms. N. Truong)
14:15 – 15:00	Measurement issues and classification/coding tools (upcoming census)	
15:00 – 15:45	Wrap up session	

<b>Day 10: Friday 13<sup>th</sup> November</b>	<b>Working session 8: The UN Classification Systems in the upcoming 2010 Census Round</b>	
09:00 – 09:45	Measuring economic activities in the upcoming 2010 census round: Questions, response categories and layout	Mr. David Hunter, ILO and a delegate from the
09:45 – 10:15	Working session on questions measuring economic activities in the upcoming 2010 Caribbean Population Censuses	Regional Census machinery
10:15 – 10:30	Coffee break	
10:30 – 12:00	UN Classifications and coding tools (including computer assisted coding)	Mr. David Hunter, ILO
12:00 – 13:30	Lunch	
13:30 – 14:15	Discussion on structuring and institutionalising regional collaboration on classifications	
14:15 – 15:00	Seminar evaluation and recommendations	Chair to be decided
15:00 – 16:00	Closing of Seminar	