

C A R I B B E A N C O M M U N I T Y S E C R E T A R I A T

TWENTY-EIGHTH MEETING OF
THE STANDING COMMITTEE OF
CARIBBEAN STATISTICIANS

RESTRICTED

SCCS/2003/28/9

Providenciales, Turks and Caicos Islands
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**CARICOM PROGRAMME ON STRENGTHENING CAPACITY IN THE COMPILATION
OF SOCIAL/GENDER AND ENVIRONMENT STATISTICS AND INDICATORS IN THE
CARICOM REGION: STATUS REPORT - SOCIAL/GENDER COMPONENT**

Attached for the attention of the Meeting is Paper entitled CARICOM Programme on Strengthening Capacity in the Compilation of Social/Gender and Environment Statistics and Indicators in the CARICOM Region: Status Report - Social/Gender Component.

CARICOM Programme on Strengthening Capacity in the Compilation of Social/Gender and Environment Statistics and Indicators in the CARICOM Region: Status Report - Social/Gender Component

1. Background to the Programme

The *CARICOM Programme on Strengthening Capacity in the Compilation of Social Gender and Environment Statistics and Indicators in the CARICOM Region* was formulated in May 2002 in Roseau, Dominica at the Second Meeting of the Advisory Group which was established to enable the sustainability of the capacity building process beyond the lifetime of the UNSD/CARICOM Project which was focused in these areas of statistics. This Project was implemented between 2000-2002. The Advisory Group comprises Directors of Statistics of selected Member States, and representatives of the United Nations Statistical Division (UNSD) and the CARICOM Secretariat.

From the inception of the UNSD/CARICOM Project, it was recognized that in order to sustain and institutionalize the compilation of the identified statistics and indicators within the various Member States, a more focused follow up programme would be necessary. The main objective of the CARICOM Programme is: *'To institutionalize the production of Social and Gender, and Environment Statistics in the National Statistical Systems in order to inform policy formulation, that can improve the conditions of men and women in the Region'*.

The Programme is divided into two main components: (i) Social and Gender Statistics and (ii) Environment Statistics, with both components being supported by a dissemination strategy.

The programme was formally endorsed by the Twenty-Seventh Meeting of the Standing Committee of Caribbean Statisticians (SCCS) which was held in Grenada in November 2002, and subsequently, an implementation plan for the programme was drafted in December 2002, and underwent its final revision in March 2003

2. Expected Outputs

This Programme, *inter alia*, includes outputs such as the production of social and gender statistics and indicators; more focussed regional workshops; the formation of social indicators committees within the various Member States, which would act to support and guide the production of the social indicators; the conduct of study tours and exchange visits and direct assistance on a one-to-one basis for the more needy Member States. The activities to be undertaken for the period December 2002 to December 2003, under the Social and Gender Statistics Component are given in **Annex I** and are summarized as follows:

- Preparatory Activities such as finalising of a draft implementation plan, circulating the revised list of indicators to experts, identifying and document weaknesses of Member States through undertaking an inventory;

- Compilation activities- designing formats, documenting of data standards, submitting of formats with accompanying guidelines for compilation of indicators; collection, validation and checking of data;
- Establishing National Social Indicators Committees;
- Training in the compilation of Social and Gender Statistics;
- Preparation of user manuals;
- Dissemination of indicators;
- Programme monitoring activities;
- Programme assessment.

3. Outputs Achieved

(i) Feedback on Revised List of Indicators

- (a) A comprehensive list of indicators was drafted by the Advisory Committee at its third Meeting held in Grenada in November 2002. At this Meeting, special consideration was given to the inclusion of the social indicators, which were contained in the indicators of the Millennium Development Goals (MDG);
- (b) These indicators were prioritized into Group I and Group II indicators. It was considered more feasible that initial attention be focussed first on those listed in Group I. Later, as the need arises, the Group II indicators will be incorporated into the annual Programme;
- (c) In order to refine the list of indicators, feedback was sought from several key regional experts and organisations. Even though all acknowledged receipt of this request, and promised to send their comments, only one person fulfilled this promise.

(ii) Execution of an Inventory of Social Statistics

- (a) An inventory of available indicators within Member States was conducted. This inventory collected information about the availability, and if so, the latest year for which the indicators are available. It also gathered information on the periodicity for all indicators identified, as well as the source of the indicators;
- (b) The inventory served to identify those Member States with the weakest capabilities and to provide the gaps and deficiencies in the indicators.

These weaker Member States and areas will therefore be targeted for improvement at an appropriate time in the near future;

- (c) The results of the inventory will also help in guiding the way to prevent duplication and for the programme to be more focused and therefore more efficiently implemented;
- (d) The metadata generated from this inventory, together with available metadata in the office, would eventually be converted to a database. This database will be dynamic in the sense that it will be able to be updated as the need arises.

(iii). Establishment of Social Indicators and Millennium Development Goals (SIMDG) Committees in the Member States

- (a) Activities relating to the establishment of the proposed Social Indicators and Millennium Development Goals committees¹ in the various Member States were executed which included preparation of a strategy paper, budget and time schedule for these meetings across Member States;
- (b) The pilot meeting to establish these SIMDG committees was held in St. Kitts and Nevis. Experiences from this pilot meeting proved extremely useful in improving subsequent meetings in the other Member States;
- (c) Most of the period April to July 2003, was exceptionally active with one-day meetings in Member States and Associated Member States in order to establish SIMDG committees. Including in the agenda of these meetings were presentations in the following areas: At these meetings, formal presentations were done on:
 - (i) An overview of the CARICOM Programme;
 - (ii) Use of indicators in policy and managerial decisions;
 - (iii) Terms of reference of the committee;
 - (iv) The MDGs;
 - (v) Core set of indicators for the Region;
 - (vi) Coordination in the compilation of Statistics and indicators;
- (d) Participants at these meetings were drawn from among both users and producers of data in the public, NGO and private sector domains. Member States were encouraged to invite persons from a recommended list comprising approximately twenty (20) organisations. This recommended list is in **Annex II** to this Report;

¹ A suggestion was given to rename the social indicators committees to this name.

- (e) At the various meetings, several new indicators were suggested for inclusion and these were noted for future consideration by the Advisory Committee for consideration. A list of these suggested indicators has been compiled and is attached to this report as **Annex III**;
- (f) The average turnout per meeting was approximately twenty (20) persons. The successful outcomes of these meetings are extremely encouraging and should lead to the active functioning of the SIMDG Committees, in improving the quality, timeliness and scope of social/gender statistics, and in providing the core data set on a sustainable basis;
- (g) A model case in this regard is the Social Indicators Committee of Belize, the practices of which can be shared with the rest of the Region;
- (h) Some Member States are seeking to formalise their committees at the national level through getting Cabinet approval;
- (i) All Member States/Associate Member States, except Haiti, Cayman Islands and Bermuda have now been visited to establish an SIMDG Committee;
- (j) Preparations are now being made to gradually include Haiti to be covered. Discussions are also to be held during the upcoming SCCS Meeting with Bermuda and the Cayman Islands relative to the inclusion of these countries;
- (k) An adequate level of monitoring by the CARICOM Secretariat will be essential in guiding the functioning of these committees in Member States;
- (l) In addition, a successful data dissemination strategy, which will maximise access to the indicators by the public, will be crucial in fostering the long-term sustainability.

(iv) Compilation of Indicators

Preparation of formats

- (a) The format in which Member States are to report their indicators was completed and submitted to the NSOs and/or the Chairpersons of the SIMDG Committee;
- (b) It is anticipated that if the SIMDG functions effectively it would be possible to submit the compiled data by the end of October 2003;
- (c) The format is quite comprehensive and seeks to collect the actual levels of the indicators together with an updated metadata;

The Organization of Available Metadata and the Collection of Additional Metadata

- (d) It was realized that a considerable amount of very useful documentation of metadata, existed in the various publications and databases at the CARICOM Secretariat, but needed to be organised in a more user-friendly fashion;
 - (e) The documentation of these data was therefore rigorously pursued and has now been keyed into one main database. The latter is so organised that as more data are received, they can be easily added, and the database can therefore be expanded. Information from the inventory was also useful in updating the sources of information;
- (v) Workshop on Harmonization of Social Statistics in the CARICOM Region**
- (a) The process of harmonizing the social/gender metadata, was also initiated under the CARICOM Programme with the convening of a three-day workshop in Grenada, from 20-22 August 2003. Eight (8) Member States were invited to this initial workshop, in order to start the process of harmonising concepts, definitions, methodologies etc. used in the area of Social/Gender Statistics.
 - (b) Participants were invited from the National Statistical Offices, recently established SIMDG Committees and regional and international organisations. These participants benefited from a very rich exchange of ideas from the international community, as well as from regional experts. The forum generated very useful recommendations, which will assist in deciding on the immediate next steps. A Report of this Meeting is being finalized;
 - (c) A main outcome of the Harmonisation Workshop is that the Secretariat is currently working to put together all of the common metadata, and to document those where differences occur. The outputs from these Workshops will enable the Secretariat's Statistics Section to include on its website a section displaying social statistics metadata for the Region. More importantly, however, it should facilitate greater comparability and interpretation of the statistics and indicators.
 - (d) A second workshop for the remaining Member States/Associate Member States, not accommodated in the initial workshop is tentatively scheduled for early in 2004.

4. Work in progress

The following are areas of work-in-progress:

- (i) Monitoring of the compilation of the indicators at the national level and the submission to the Secretariat by the due date;
- (ii) Advancing the process of harmonization of the indicators –evaluation of the proceedings of the meeting and assessing and compiling the areas of similarities and differences;
- (iii) Monitoring of the status of the SIMDG Committees in Member States;
- (iv) Planning for the second meeting on harmonisation of Social Statistics;
- (v) Planning of training workshops and technical assistance;
- (vi) Planning for the convening of the Fourth Advisory Group Meeting;
- (vii) Planning for the start of the component on the Environment.

5. Future Activities

The following activities are scheduled for the future:

- (i) Execution of training workshops and technical assistance;
- (ii) Assisting Member States in accessing institutionalised training opportunities;
- (iii) Continued assistance to Member States with the operations of the SIMDG Committees;
- (iv) Completion of the compilation of the metadata;
- (v) Convening of the second workshop to harmonise the metadata;
- (vi) Convening of the Fourth Advisory Group Meeting;
- (vii) Preparation of User Manuals;
- (viii) Development of a data dissemination strategy.

6. Constraints and Threats to the Programme and Adjustments

The following are some of the constraints encountered:

- (i) The quantum of work involved in implementing the Programme implied that some of the tentative dates for the execution of activities had to be adjusted. In addition, there were financial constraints which limited the execution of activities. As an example, the Monitoring Meeting of the Advisory Committee scheduled for May and then September was not convened. It is anticipated that the Fourth Advisory Group Meeting will be held early in 2004, at which time the development thrust in the second component on the Environment will have commenced. Training in the Social Gender statistics is now re-scheduled for 2004;
- (ii) A major concern to the success of the Programme is the availability of data from the Year 2000 Round of Population and Housing Census. At most SIMDG Committee Meetings, a considerable part of the discussion focused on the availability of data to produce the core indicators. Much of the discussion tended to focus on the need to capture a considerable amount of data through household surveys. Another recurrent theme in the discussions centered on the fact that many of the indicators can be generated from the database of the Population & Housing Census, if only these data were available. The lack of timeliness of the data from the Censuses is a serious threat to the capacity building efforts of the CARICOM Programme. It is strongly recommended therefore, that we exert immediate efforts to hasten the availability of the data from the 2000 Round of Census;

Work Plan

Objectives and Activities	Responsible parties		Envisaged output
1. Preparatory Activities			
1.1. Prepare draft implementation plan	CARICOM	Dec. 2002	
1.2. Circulate revised list of indicators to selected persons and organizations for focused feedback e.g. (ECLAC), (OECS), (UWI), etc.	CARICOM	Dec. 2002	
1.3. Organize available metadata already collected	CARICOM	Jan. 2003	
1.4. Identify and document individual weaknesses within member states and decide how to treat data gaps	CARICOM	Jan. 2003	
1.5. Prepare report on the situation, highlighting immediate steps to be taken to assist the weaker member states	CARICOM	Jan. 2003	
2 Compiling the Indicators			
2.1 Design format for member states to report the indicators	CARICOM	Jan-Feb. 2003	
2.2 Document data standards to guide member states when compiling the indicators	CARICOM	Jan-Feb. 2003	
2.3 Specify software for member states to use in the electronic compilation of the Indicators, and the submission thereafter to CARICOM	CARICOM	Mar. 2003	
2.4 Distribute to member states the indicators in the format adopted, together with guidelines on data standards and information on software for electronic compilation and submission to CARICOM (indicate deadlines for return of compiled indicators)	CARICOM	Mar. 2003	
2.5 Identify and document data sources from available documents in the office and from inventory being carried out in December 2002	CARICOM	Feb. 2003	
2.6 Submission of data by national statistical offices to the CARICOM Secretariat	CARICOM/NSOs/SIMDGs	July-Nov2003	
2.7 Validate and check data for consistency, make queries where appropriate and decide how to treat data gaps	CARICOM	Apr-May 2003	
3 Establishing National Committees			
3.1 Prepare strategy paper to assist member states in establishing national Social Indicators Committees. Include potential list of organizations to serve on the committee and a draft agenda for first meeting	CARICOM	Feb-Mar. 2003	
3.2 Prepare presentation for delivery at first national committee meeting	CARICOM/UNSD/UNDP	Feb. 2003	Training and reference materials
3.3 Identify a pilot member state and test the process	CARICOM	Early Apr. 2003	
3.4 Amend the procedures based on experience in the pilot member state and schedule the establishment of committees in other member states	CARICOM	Apr-May 2003	
3.5 Continue to establish national committees	CARICOM	April-July 2003	
4 Training in the compilation of social and gender statistics			
4.1 Identify and arrange venue for a regional workshop on Social statistics with gender issues as pervading themes	CARICOM	Late Apr. 2003	
4.2 Recruit consultants/resource persons to assist with training	CARICOM	May 2003	
4.3 Prepare training materials and programmes	CARICOM	May 2003	

Work Plan (continued)

Objectives and Activities	Responsible parties		Envisaged output
4.4 Compile relevant statistics for illustration in the workshops	CARICOM	May 2003	
4.5 Identify and invite participants for the workshops	CARICOM	May 2003	
4.6 Implement the regional workshop on Social statistics	CARICOM	July 2003	Up to 35 persons trained
4.6 Prepare report and output from the workshops for circulation	CARICOM	July 2003	Workshop reports
4.7 Identify subject areas and venues for attachments and arrange these for the more needy member states	CARICOM	May 2003	
4.8 Arrange Technical Assistance by CARICOM to more needy member states; this will be done after the establishment of the social indicators committees above	CARICOM	May 2003	
5 Preparation of User Manuals			
5.1 Discuss the design and preparation of the two User Manuals at the next Advisory Committee meeting	CARICOM/ADVISORY GROUP	May 2003	
5.2 Prepare a report on the design of the Manuals	CARICOM/ADVISORY GROUP	June 2003	
5.3 Develop draft manuals based on design	CARICOM/ADVISORY GROUP	Early 2004	
5.4 Review the draft manuals and finalize for publication	CARICOM/ADVISORY GROUP	Oct. 2003	
5.6 Arrange for the printing of the manuals	CARICOM/ADVISORY GROUP	Feb. 2004	
5.7 Disseminate the user manuals	CARICOM/ADVISORY GROUP	Apr. 2004	
6 Dissemination of Indicators			
6.1 Prepare outline of publications	CARICOM	Sept. 2003	
6.2 Design charts and tables for the publication	CARICOM	Sept-Oct. 2003	
6.3 Prepare draft of chapters and analysis of the tables and charts	CARICOM	Oct-Nov. 2003	
6.4 Conduct internal review and revise the draft report	CARICOM	Nov. 2003	
6.5 Convene an expert group meeting to review publication on social/gender statistics	CARICOM	Nov. 2003	
6.6 Revise and finalize document for publication	CARICOM	Dec. 2003	
6.7 Arrange for printing of document	CARICOM	Dec'03-Jan. 2004	Two regional publications
6.8 Launching of publication and distribution to national statistics offices and statistical units	CARICOM	Feb. 2004	
7 Project reporting, monitoring and evaluation			
7.1 Prepare quarterly reports on progress of project	CARICOM	Mar. 2003 Jun. 2003 Sep. 2003 Dec. 2003	Project progress report; and final assessment of the project and a plan for the continuation of enhanced statistical activities
7.2 Final project assessment	CARICOM	Feb. 2004	

Recommended Composition of the SIMDG

The Need for the Involvement and Empowerment of all Stakeholders

It is recommended that the Social Indicators and Millennium Development Goals Committee comprise representatives of the Social Sector organizations involved in data collection, as well as some representation of the important users of such data. This is crucial for the successful functioning of the committee in producing the key indicators on a timely and regular basis. Also, users and producers of these data represent the major stakeholders, and evidence shows that success can only be guaranteed when these players are fully involved in the entire process.

When all stakeholders are involved, they are feel more empowered and full ownership of the product is guaranteed. When one feels empowered, both the process and the product involved are enhanced. Whereas countries are free to choose their own representatives, experience has shown that members from the following organizations can be quite effective.

<u>Organisation</u>	<u>Post</u>
Central Statistical Office (co-chair)	Statistician, Social and Demographic Section
Min. of Human Resources (co-chair)	Social Planner Population Unit
Women's Department	Director
Labour Department	Labour Economist
Min. of Economic Development	Social Planner
Min. of Education	Head, Planning Unit
Min. of Health	Head, Planning Unit
Medical Statistical Office	Head
Maternal and Child Health Unit	Head

Public Health Bureau	Head
Min. of Housing	Head, Planning Unit
Min. of Finance	Economist
Vital Statistics	Deputy Registrar of Vital Events
The Local University	Head of Sociology or Economics Department
UNICEF	Director
Social Investment Fund	Executive Director
Nat. Committee for Families and Children	Executive Secretary
Family Planning Association	Executive Director
Social Security Board	Head, Research and Statistics Section
UNDP	Planner
PAHO	Epidemiologist

Additional List of Social/Gender Indicators

The following indicators were recommended for inclusion as part of the indicator set to be collected in the CARICOM Programme:

Population

Population by Ethnic Group
Population by Religious Group
Migration – Arrivals and Departures
Number of “belongers” and “foreigners”
Number of “elderly” population
Number of “illegals” and by type of housing
Population by single year
Instead of Population 0 – 4 years, use Population under 1 year and 1 – 4 years
Number of persons who receive permanent residence in other countries
Access to adequate “housing”
Number of bedrooms per household
Number of persons who receive citizenship in other countries
Number of persons who receive work permits in other countries
The “disabled” by age should cut across all sections

Families and Households

Total Fertility Rate by socio-economic status

Work

Ownership of Businesses by “belongers” and by “foreigners”
Types of businesses
Wages paid to employees
Types of Business loans
Indicator for child labour
Employed population by union status
Number employed in the informal sector
Wages paid in the informal sector

Economy

Access to land for Agricultural purposes
Indicator for unpaid work
Median monthly incomes by occupational and industrial groups

Percentage of government budget expended (both recurrent and capital) on health and education services
Percent of government budget expended on gender matters
Number of persons underemployed
Number of persons receiving pensions and maternity benefits
“Jobs created” by industry

Education

Ratio of Students to trained and untrained teachers
Number enrolled at the pre-school level
Tertiary education by areas of study
Number of managers by level of Education (Primary and Secondary)
Number who complete vocational levels by fields
“Dropouts” at Primary and Secondary levels
Include ages 12 – 14 in net enrolment rate at Secondary level
Gross enrolment rate at the tertiary level
Number of teachers by qualifications
At least one (1) indicator should be included on numeracy
School enrolment by disability

Health

Hospital beds per 1,000 population
Number of cases referred for overseas treatment
Hospitals – measurement of quality, service delivery, level of attention etc.
Number of days in a week people did not have food to eat
For “safe water” and “sanitation”, measurement of quality by type
Morbidity rates by type of disease and age
Infant mortality rate by age of mother
HIV/AIDS information about multiple partners
The indicator “Morbidity from HIV/AIDS by age and occupation” should be moved from Group II to Group I
Number of persons involved in caring for HIV/AIDS patients
Access to treatment for HIV/AIDS patients
Number of children born infected with HIV/AIDS
Percentage of government budget allocated to the treatment of HIV/AIDS
Number of “injuries” and “deaths” from accidents
Industrial accidents by type of industry
Number of persons who live alone by age
Need for indicators on “drug use” and “drug abuse”
Average age at first child
Knowledge of chronic diseases, diabetes (DM) and hypertension (HT) by age and education
Persons treated for these two (2) diseases by age and education

Number of newly confirmed cases of DM and HT by risk group, exposure category and age group
Health personnel trained in chronic disease (DM and HT) care and management by profession
Mortality from DM and HT by age, occupation and Urban/Rural
Mortality from DM and HT as a percentage of total mortality
Cumulative total of cases of DM and HT by age group
Prevalence of DM and HT among pregnant women
Number of orphaned children because of DM or HT of parents
HIV/AIDS prevalence among all 15 – 24 year olds
Occupancy rates of hospital beds
Prenatal mortality rates
Number of cases treated or being treated for drug abuse by age and by level of education
Access to Primary and Secondary Health Care
Number of persons with contagious diseases such as dengue, flu, other food and water borne diseases and other STD
Percentage of births registered

Crime

Measurement of organized crimes/informal statistics
Number of unreported crimes by reason (through surveys)
For indicator #2, include age of victim
For indicator #7, include level of educational level of the offender
Number of persons on probation or parole
Number of crimes committed by deportees by their age
The incidence of crime in the schools
Time taken for suspects to be identified in criminal cases
Time taken for cases to be solved
Injuries by type of weapon used
Crime by nationality

Decision Making

Members of cabinet by sex
For indicator #3 (?), use percentage instead of numbers
Include data for Trade Unions and NGOs (leadership and membership)
Consider an indicator on local government as well as parliament

Poverty

Indicator on changes in poverty status of the very POOR households
For indicator #4 (?), consider both UNDERWEIGHT and STUNTED children
Incidence of poverty by Head of Household

Information and Communication

Access to the internet