

Concept note

Expert Group Meeting to validate the draft training of trainers manual on the production of vital statistics from civil registration records

30 May – 01 June, Addis Ababa, Ethiopia

Background

The Economic Commission for Africa (ECA) and the Economic and Social Commission for Asia and the Pacific (ESCAP) are currently engaged in implementing the interregional Development Account Project “Strengthening the capacity of Civil Registration and Vital Statistics (CRVS) Systems in Africa, Asia and the Pacific regions to produce reliable indicators for measuring progress on the development indicators”, which seeks to build capacities of national governments in Africa and the Asia-Pacific regions, for efficient delivery of legal and administrative services, and improvement of the production and use of vital statistics. This project supports the regional initiatives for accelerating improvements in CRVS systems in the African and Asia-Pacific regions.

Training-of-trainers’ manual on the production of vital statistics

In line with the project’s overall objective, ESCAP and ECA have drafted a training-of-trainers manual to support the production of vital statistics from civil registration records. The manual is designed to address the core elements of compiling vital statistics that includes aspects of data processing and editing as well as generating tabulations. It is expected the manual will complement existing handbooks, guidelines and resources and be used at the national or regional level to develop and enhance the capacity of CRVS officials to produce and disseminate accurate, complete and timely vital statistics.

In addition to introductory information and guidance on training and facilitation skills, the manual provides lesson plans and training materials for eight core modules:

1. Generating and meeting the demand for vital statistics
2. Major indicators of vital statistics: definitions, interpretations and sources of data
3. Collection and compilation of vital statistics
4. Processing including editing
5. Tabulation of data for indicators
6. Assessing quality of vital statistics
7. Presentation, dissemination and communication of vital statistics
8. Making it happen

Template for developing a vital statistics report

Several countries in Africa and Asia and Pacific do not produce vital statistics reports using data from civil registration systems. Keeping in view the need to support such countries to compile vital statistics report, Statistics Norway was approached to develop a template for a vital statistics report and guidelines to be followed when writing a vital statistics report. The purpose of the document is to serve as a guidance tool for producing vital statistics reports from civil registration systems. It is intended especially for those countries that have little or no prior experience with preparing vital statistics reports. The tool has two elements:

- A template outline for a vital statistics report with specifications on what should be included
- Guidelines which provide support when writing a vital statistics report.

Objectives of the meeting and expected outcomes

ESCAP and ECA will jointly organize the expert group meeting which will serve as a formal peer review of the training-of-trainers manual developed under the project as well as the Template for developing at Vital Statistics Report developed in collaboration with Statistics Norway. The specific objectives of the meeting will be to:

- Facilitate a detailed review of the Template developing at Vital Statistics Report
- Facilitate a detailed review of the draft training-of-trainers manual
- Collate inputs and feedback from experts on the content and structure of the manual
- Recommend improvements to be incorporated to finalize the materials
- Develop a strategy for testing the manual and subsequent application by countries for capacity building

The meeting will provide a forum to objectively review and comment on the template, guidelines and manual and recommend changes to enhance their content and structure. Participants will be provided with a copy of the draft manual prior to the workshop and will be asked to identify two modules that they agree to review in detail, documenting their feedback and suggestions to be discussed with others during the meeting.

Participants

Participants of this EGM will be a range of experts from countries in the Asia-Pacific and African regions who are engaged in the collection of registration records, and the production of vital statistics. International experts who have experience in development of training materials on related issues will also attend.

Venue and date

The workshop will be hosted by ECA at the UN Conference Centre in the ECA compound in Addis Ababa, from 30 May to 1 June 2016.

Language

The working language of the workshop will be English.