UNITED NATIONS
United Nations Statistical Commission
Global Working Group on Big Data for Official Statistics
GWG Bureau meeting

Fourth meeting – 2 May 2018, 08:30 EST
By video-conferencing

Agenda item (3) – Task Teams

Task Teams – Templates for task team TOR and members MOU – Note by UNSD and Statistics Denmark

At the GWG meeting in Bogota, the governance structure of the GWG was changed to have Niels Ploug (Statistics Denmark) as co-chair for the task teams and Heather Savory (ONS, UK) as co-chair for the development of the global platform.

The GWG has active task teams on the use of satellite imagery data, mobile phone data, social media data and scanner data and on training, skills and capacity-building. As indicated in the report to the UNSD, task teams are requested to elaborate on the sharing of proprietary data and methods, on developing training activities and materials, especially for developing countries, and on expanding their partnerships with the private sector. Moreover, tasks teams are expected to start using the GWG platform and its core services. In light of this, the tasks teams are to review their terms of reference and report back to the GWG Bureau.

Further, new task teams will be created, notably a task team on the Trade Data Lake led by UNSD, a task team on Multisource Data led by Statistics Denmark and a task team on Privacy Preserving Techniques led by ONS, UK.

The GWG Bureau will continue to explore the creation of other teams on thematic issues such as economic and financial statistics, the digital economy and climate change, working with trusted partners. A critical aspect of establishing the new task teams will be to determine, for each, the chair and committed team members who will make their participation part of the regular programme of work within their organizations and who are willing to work using agile development processes with a dedicated approach.

Given the restructuring of the GWG governance, given the need to clarify the relation between the task teams and the global platform, and given the fact that we have built up functioning task teams over the last 4 years, it is time to revisit and clarify the purpose, objectives, functioning and deliverables of the task teams, and to propose templates for task team TORs and membership MOUs.

In this regard, it may be helpful to have a look at all the old terms of references of existing and previous task teams, which are given in the accompanying reference document for 10 different task teams, namely:

The task teams on Access and Partnerships, Advocacy and Communications and the Cross-cutting issues no longer exist, but it seems necessary that the issues, which were dealt with in those earlier teams and which are still relevant, are addressed more formally by the GWG in terms of recommendations and standards. Those issues should be covered and documented in the UN Data Policy Framework, which is part of the global platform ~~architecture and which needs to be brought in front of the UN Statistical Commission for endorsement~~.

The task teams on Big Data for SDGs, Social Media data and Training are underutilized at this moment and need to be reviewed and re-invigorated. The task teams on Mobile Phone data, Satellite Data, Scanner Data and the new team of privacy preserving techniques will be asked to update the terms of references in view of this note.

The requests to the task teams in revising their TORs are

(1) adopt a thematic approach and therefore clarify which policy themes and statistical domains are covered;
(2) explain which SDG targets and indicators fall within the described themes;
(3) indicate which projects the task team could be involved with (in reference to the letter of the co-chairs and documents related to the first GWG bureau meeting);
(4) describe the deliverables in terms of methods, algorithms, data, tools, training materials and partnerships;
(5) describe the work plan for the next 18 months; and
(6) detail the membership of the task team and the relation of the members to the deliverables and work plan.

Thematic approach: policy themes and statistical domains

In communicating the importance and relevance of the work of the GWG it is not sufficient to state the GWG uses Big Data for official statistics. Our strategic partners in private and public sector want to know what problems the GWG potentially can solve and what policy themes the GWG addresses. The letter of the co-chairs of 15 Feb 2018 to the heads of offices of GWG members took a first step in that direction, when it mentioned as possible topic for projects:

- Fresh water extent and quality measures
- Land cover and land use
- Forest resources assessment
- Quarterly agricultural crop production
- Measuring inflation and price fluctuations
- Smart Cities measures
- Unlocking and visualizing official statistics with AI
- Data sharing and exchange using cloud environment
- Tourism and mobility statistics using mobile phone and social media data
- Business and consumer sentiment indicators using social media data
- Vessel tracking data for trade and transport statistics

We should take this one step further and define the work in terms of policy themes, preferably linked to the goals and targets of the 2030 Agenda for sustainable development. For example, the task teams could cover one or more of the following themes:

- Protect and restore water-related ecosystems (Target 6.6)
- Ensure sustainable agriculture (Target 2.4)
- Provide access to accessible and sustainable transport systems (Target 11.2)
- Facilitate orderly, safe, regular and responsible migration and mobility of people (Target 10.7)
- Progressively achieve greater fiscal, wage and social protection equality (Target 10.4)
- Increase access to information and communications technology in developing countries (Goal 9)
- Promote and enforce non-discriminatory laws and policies for sustainable development (Goal 16)

Even if the focus of the task teams (and the GWG) is on measurement, the use of the measurement is beneficial to the mentioned themes. For example, monitoring fluctuations in inflation and prices at sub-national level will be beneficial for progressively achieving greater fiscal, wage and social protection equality.

Task Teams and SDG indicators

The description of the work of the task teams in terms of policy themes, as indicated above, immediately makes the connection to SDG indicators. For example, the theme "Protect and restore water-related ecosystems" directly relates to SDG indicator 6.6.1 "Change in the extent of water-related ecosystems over time".

For the task team on Scanner Data, there may not be a direct relation to SDG indicators, but instead to well-established indices as CPI, which is of course fine.

Task Teams and projects

Description of policy themes and SDG indicators, will point out in which projects the task team should be involved. The task team on mobile phone data would work on the theme of "mobility of people' with indicators associated to migrants and sustainable tourism, and with projects on measuring tourism and migration statistics.

Deliverables

Task teams need to deliver on methods, algorithms, data, tools, training materials and partnerships. This has been done through development of handbooks, and it can be done also through outputs from envisioned projects. Methods, algorithms, data and tools would be delivered to the libraries of the global platform.

Work plan and membership

The task teams need to detail a program of work for the next 18 months, which will also stipulate what is expected from the team members. Ideally, those stipulations are delivered in the form of a service agreement or MOU.

"Introduction"

[Describe the theme, political relevance, SDG indicators and official statistics which fall within the scope of work of the task team; explain the relation of task team history, Big Data source focus and the theme]

"Objectives"

[Describe the objectives of the task team in general terms of theme, indicators and statistics]

"Deliverables and Time Schedule"

[Describe the deliverables in terms of projects, project outcomes of methods, data, and tools, training materials and other document; indicate the corresponding time line for delivery.]

"Team members and responsibilities"

[Indicate who is member of the task team; describe what the responsibilities are of each task team member; make a relation between deliverables, time table and responsibilities of task team members; the responsibilities of the task team members will be reflected in MOUs]

Memorandum of Understanding

BETWEEN
The GWG Task Team on […]
AND
[Name of the Institute], member of the Task Team

1.   **Context.** This letter represents a Memorandum of Understanding ("MOU") between the United Nations Global Working Group Task Team on […], hereafter referred to as Task Team and [Name of the Institute] ("Member") (together the "Parties"), to collaborate in the achievement of common objectives as described, and on the basis outlined, below. **THE PROVISIONS OF THIS MOU SHALL NOT BE CONSIDERED A LEGALLY BINDING OR ENFORCEABLE CONTRACT.**

2.   **Background.** The United Nations Statistical Commission (UNSC) created the United Nations Global Working Group (GWG) on Big Data for Official Statistics at its 45th session in 2014. In accordance with its terms of reference and Decision 46/101 (iii), the GWG provides strategic vision, direction and the coordination of a global programme on Big Data for official statistics, including for compilation of the SDG indicators for the 2030 Agenda for Sustainable Development. In Decision 48/105 in 2017, the Commission requested the GWG to develop the business case and proof of concept for a global platform of data, services and applications by applying an incremental and step-by-step approach. The GWG develops its work through task teams. The Task Team on […] develops methods, data, tools and training materials, which is in line with the overall mandate of the GWG and helps the development of proof of concept of the global platform. The details of the work of the Task Team are described in the accompanying Terms of Reference.

3.   **Purpose**. The purpose of this MOU is for Task Team and Member to express their intention to collaborate in the Task Team on […]. Neither Task Team nor Member intend for this MOU to represent or create any legally binding or enforceable right or obligation for either party.

4.   **Common Objective**. Task Team and Member value their relationship and would like to continue to develop their collaboration.

5.   **Forms of Collaboration**. Task Team and Member choose to engage in the execution of the work of the Task Team on […] to:

   (a)   *[*deliverables*]*

6.   **Implementation Framework.** This MOU provides a framework within which the Parties may develop and undertake collaborative activities.

   (a)   *Member activities:*
   - Provide resources, including staff time and […]
   - Elaborate solutions with clear value for end users on […].

(b)   Task Team activities:
- Provide clear guidance on deliverables
- Provide clear guidance on time table
- Ensure proper, regular and timely communication with members

7.   **Intellectual Property.** All Parties acknowledge that nothing in this MOU shall affect ownership of any copyrights, patents, trade secrets, trademarks, or any other intellectual property rights of the Parties ("Intellectual Property") owned by the Parties prior to the signing of this MOU. The Parties will retain rights in their respective Intellectual Property, and no Party will gain, because of this MOU, any Intellectual Property rights owned by the other. If the Parties decide to engage in joint development activities, the Parties must, prior to engaging in such activities, negotiate in good faith a signed, written agreement regarding the ownership and license rights (if any) of any Intellectual Property that may be created. Any Intellectual Property created by one Party without the use of the Intellectual Property or confidential information of the other Party shall be and remain the sole and exclusive property of the first Party.

8.   **Confidentiality.** Any proprietary and confidential information shared in connection with this Agreement shall be deemed "Confidential Information" as that term is defined in the mutual Non-Disclosure Agreement (NDA) entered into by the parties on xxxxxxxxxx. The NDA sets forth the confidentiality obligations of the parties in so far as they do not contradict ONS or UN policies and procedures on access to Information and sharing of information to third parties. The NDA is attached as an Annex.

9.   **Publicity Activities.** Both parties agree to participate in press and public relations-type activities related to the public benefits and the use of technology associated with this MOU including jointly agreed:

(a)   Press and Social Media (e.g. press releases, blog posts, and/or social media posts)
(b)   Case Study and Storytelling

10.   **Expenses.** The Parties agree that each Party shall pay its own fees, costs and expenses (and those of its agents, independent contractors, and consultants) in connection with this MOU, including without limitation any legal fees, except as expressly specified herein or otherwise agreed upon in writing by both Parties.

11.   **Limitation of Liability.** Nothing in this MOU shall be construed as an intention to create a joint venture, an agency relationship, or a legal partnership between the Parties. Nothing in this MOU shall be deemed a waiver of the United Nations Privileges and Immunities.

12.   **Entire Agreement; Amendment.** This MOU is the entire agreement between the Parties regarding its subject matter. It replaces all prior agreements, communications and representations between the Parties regarding its subject matter. This MOU can be changed only by an amendment signed by both Parties.

13.   **Term.** This MOU will expire upon mutual agreement of the parties, the completion of the requirements in the Task Team, or by March 30, 2020, whichever is soonest. Sections 7-11 shall survive termination of this MOU.

UNITED NATIONS STATISTICS DIVISION   [NAME OF INSTITUTE]

On behalf of the Task Team   Member of the Task Team

Name: _____   Name: _____

Title: _____   Title: _____

Date: _____   Date: _____