

Agenda item 10.

Metadata Review:

a) Review of process for proposals for updated metadata

b) Work of the IAEG-SDG metadata sub-group

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Review of process for proposals for updated metadata

1. UNSD reviews the submitted metadata update in track *change* (if metadata is not in track change, UNSD will kindly ask custodian agency to resubmit the changes with track change. A MS Word version of the metadata is available on the metadata repository page). If the updates in track change do not significantly change the methodology, metadata proceeds to the last step. If the methodology is significantly changed, metadata proceeds to step 2.
 2. UNSD sends the updated metadata to the IAEG-SDGs for their review and approval. IAEG-SDGs will contact agencies if they require additional information/explanation of the proposed changes.
 3. Updated metadata files (PDF and MS Word versions) are sent to the UNSD data team who will ensure metadata is in new format before posting to the [metadata repository](#) page.
- *Please note that the UNSD data team will send out a request for data/metadata updates annually at the end of the year. All other metadata updates would be initiated by the custodian agencies.*

Description of Work

- The IAEG-SDG metadata sub-group will address current and future issues identified in the metadata documents, aiming to improve the overall quality of metadata for the SDG indicators to facilitate better SDG indicator implementation for countries.
- This work will be linked to existing initiatives such as the metadata template developed by the IAEG-SDG working group on SDMX, translation projects by countries and partner agencies, and the work on updating the [E-handbook on SDG Indicators](#).

Responsibilities

The sub-group is responsible for the following activities:

1. Grammatical and editorial review of all metadata in English to improve their readability and ensure that each document is machine-readable so that the metadata can be easily translated into other languages.
2. **Conduct a review of all metadata with regard to inconsistencies, missing definitions, missing sub-indicators and/or other information critical to understanding the indicator and its computation method. The proposed changes should not change the agreed methodology of the indicators.**
3. **Ensure coherency between metadata and data reported in the global SDG indicator database.**
4. Liaise with the SDMX working group on any adjustment of the metadata as needed based on the recently developed SDG metadata template generating the Metadata Structure Definition (MSD) for SDMX dataflows.

IAEG-SDG Metadata sub-group

Membership & Timeline

- The following IAEG-SDG member countries are part of the sub-group:
Canada, Colombia, Denmark, France, Germany, Ireland, Malaysia, Sweden
- A revised timeline is being followed for the group in order to only review the metadata once following its transfer to the new metadata template (which began in Dec. 2020):
 - ❑ **September 2021-February 2022:** Review of all indicators fully transferred to new metadata template (language and full review) [142+ indicators]
 - ❑ **Throughout review period:** Liaise with agencies for corrections to metadata based on the sub-group's review

Metadata review criteria for custodian agencies

1. Editorial and Grammatical check

- a) Editorial review
 - i. Sentences make sense (correct usage of language)
 - ii. Is all the required information included in the document? Are all relevant sections complete? (if not applicable or no information, please indicate)
- b) Grammar and spelling review
 - i. Sentences are complete
 - ii. Words are spelled correctly (please run a spell check)

2. Consistency check

Is the metadata complete?

- a) Does the document contain the necessary information for the collection of all sub-indicators?
- b) Does the metadata include the computation methods?
- c) Does the metadata include anything else that should be provided to understand and compute the indicator?

3. Coherence check

Are the time series reported in the UN Global SDG Database compliant with the metadata?

- a) Is the indicator in line with the metadata?
- b) Is the data reported in the Global database a proxy? If so, is it noted in the metadata?
- c) Is a unit of measurement correctly provided?

THANK YOU!

