

Workshop on the Operation of Civil Registration, Vital Statistics and Identity Management Systems and the Production of Vital Statistics Reports for the Eastern Mediterranean Region Countries (Group2)  
**26 – 30 March 2018, Tunis, Tunisia**

**Agenda**

Day 1. Monday, 26 March 2018	
8:30–9:00	<b>Registration of participants</b>
9:00–9:30	<p><b>1. Opening and administrative matters</b> Opening remarks- All partners- UNSD- WHO- UNFPA Introduction of participants and administrative matters Introduction of the programme of work, the methods of work and the literature provided to participants</p>
9:30–11:00	<p><b>2. Guiding principles of vital statistics system and introduction to the revision process of the relevant Handbooks.</b> The session discusses the main uses and sources of vital statistics, as well as the components of a vital statistics system. The focus will be on international recommendations for setting up and running a civil registration system, as well as the necessary coordination and integration within it (Chapters I and II of Part One of the Principles and Recommendations, Rev. 3). The session will also explain the plan for updating the manuals and handbooks that accompany the Principles and Recommendations for a Vital Statistics System, Rev. 3. In particular, this session will open with an introductory presentation on the progress of the revision of the <i>Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems</i>, the <i>Guidelines on Quality Evaluation</i> and the <i>Guidelines on Legal Framework</i>.</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• WHO Monitoring Framework- Introduction</li> <li>• WHO Monitoring Framework- Country presentations (5 minutes presentations)</li> </ul>
11:00–11:30	<b>Coffee break</b>

11:30 – 12:15	<p><b>3. Regional Initiatives on Civil Registration and Vital Statistics in the region.</b> This session highlights the strategies undertaken by regional bodies, describes their goals, targets and implementation steps.</p> <ul style="list-style-type: none"> <li>• ECA presentation on APAI-CRVS</li> <li>• WHO-EMRO presentation</li> <li>• Other partners' presentations</li> <li>• WHO Monitoring Framework- Country presentations continued</li> </ul>
12:15 – 13:45	<b>Lunch</b>
13:45–15:15	<p><b>4. The CRVS e-learning course (3 core modules).</b> Participants are required to take the core modules of the learning tool in preparation for this workshop. This session will review participants' learning outcomes after taking these modules, will go in depth on issues that might be still unclear and will discuss these issues in the context of the participant countries.</p> <ul style="list-style-type: none"> <li>• Last minute review</li> <li>• Quiz</li> <li>• General discussion</li> </ul>
15:15–15:45	<b>Coffee break</b>
15:45–17:00	<p><b>5. Legal framework, including human rights, in the civil registration, vital statistics and ID systems.</b> The session reviews the basic legal arrangements as presented in the P&amp;R, the Handbook on Management and the relevant Guidelines. This session also highlights the importance of legal identity for full participation in society and to the realization of human rights.</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• Country presentations (Registrars: Tunisia, Iran, Bahrain)</li> <li>• General discussion</li> </ul>
<b>Day 2. Tuesday, 27 March 2018</b>	
9:00 – 11:00	<p><b>6. The role of health institutions.</b> The critical role of health institutions in collecting births, death and cause of death information is examined (Chapter IV of Part Two of the Principles and Recommendations, Rev. 3).</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• WHO presentation</li> <li>• Country presentations (Health Ministry: Iraq, Lebanon, Palestine, Syria, Libya, Somalia, Tunisia, Qatar, Afghanistan, Bahrain)</li> <li>• General discussion</li> </ul>

<b>11:00- 11:30</b>	<b>Coffee break</b>
<b>11:30–12:00</b>	<p><b>7. Institutional arrangements and integration of civil registration, vital statistics, population registers and identity management.</b> This session considers the components of a coordinated and coherent system for registering vital events and producing vital statistics (Chapter I of the <i>Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems</i>). It will also focus on the flow of information and accompanying arrangements for various functioning models (Chapter V of the <i>Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems</i>).</p> <ul style="list-style-type: none"> <li>• UNSD Presentation</li> <li>• Country presentations (Registrars: Afghanistan)</li> <li>• General discussion</li> </ul>
<b>12:00 – 13:30</b>	<b>Lunch</b>
<b>13:30–14:00</b>	<p><b>8. Topics and themes to be covered in a vital statistics system.</b> This session considers topics to be investigated for each vital event, its specific characteristics and the persons directly involved (Chapter III of Part One of the Principles and Recommendations, Rev. 3).</p> <ul style="list-style-type: none"> <li>• UNSD Presentation: Topics from Civil Registration</li> </ul>
<b>14:00 – 15:00</b>	<p><b>9. Country team work time – Analysing country settings.</b> Representative(s) of each country will work as a team analysing national arrangements and practices. Participants will also confront the registration forms used in their country with the core topics presented in session 8. The outcomes of this work will be used as input for the assignment of session 20. In particular, participants are expected to:</p> <ul style="list-style-type: none"> <li>• Analyse core topics collected in their country</li> <li>• Analyse national institutional arrangements</li> <li>• Identify SDG indicators relevant for CRVS</li> </ul>
<b>15:00–15:30</b>	<b>Coffee break</b>
<b>15:30–17:00</b>	<p><b>10. Civil registration operational functions and activities.</b> The session reviews the functional components (procedures for gathering, storing and editing information), as well as the system activities (response to public needs concerning vital records, integration of registration and statistics functions).</p>

	<p>(Chapter II of the Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems).</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• Country presentations (Registrars: Somalia, Palestine)</li> <li>• General discussion</li> </ul>
<p><b>Day 3. Wednesday, 28 March 2018</b></p>	
<p><b>9:00 - 10:30</b></p>	<p><b>11. Maintenance of civil registration and vital statistics components.</b> This session presents the requirements for maintaining effective and reliable systems, such as modification of records, internal review, preservation of stored records and field operations. (Chapter III of the Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems).</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• Country presentations (Registrars: Libya, Syria)</li> <li>• General discussion</li> </ul>
<p><b>10:30- 11:00</b></p>	<p><b>Coffee break</b></p>
<p><b>11:00–12:00</b></p>	<p><b>12. Digitising civil registration and vital statistics.</b> This session will focus on the technical details of the implementation of the enterprise information system paradigm and the features of the governance of enterprise information technology adapted for civil registration and vital statistics, which then leads to feeding population registers and identity management systems. (Chapter VII of the Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems).</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• Country presentations (NSOs: Iran, Pakistan, Libya)</li> <li>• General discussion</li> </ul>
<p><b>12:00 – 13:30</b></p>	<p><b>Lunch</b></p>
<p><b>13:30 - 14:30</b></p>	<p><b>13. International collection of vital and health statistics.</b> The session reviews the data and metadata requirements at international level for vital statistics and the purpose of international collection; it will describe the system for collecting, processing and disseminating demographic statistics at international level using the United Nations Demographic Yearbook. Response rates for participating countries will be presented and compared with other regions of the world.</p> <ul style="list-style-type: none"> <li>• UNSD presentation. Collection of demographic statistics.</li> </ul>

	<ul style="list-style-type: none"> <li>• WHO-EMRO presentation: Collection of health statistics</li> <li>• General discussion</li> </ul>
<b>14:30- 15:00</b>	<b>Coffee break</b>
<b>15:00 – 16:00</b>	<p><b>14. Challenges faced by countries to fulfil the international collection of vital statistics.</b> Countries will make a presentation addressing the challenges they faced in meeting the United Nations Demographic Yearbook data requirements.</p> <ul style="list-style-type: none"> <li>• Country experiences on practical obstacles encountered when furnishing data for the Demographic Yearbook and lessons learned (NSOs: Iraq, Somalia, Yemen, Syria)</li> <li>• Statistics Norway presentation: Introduction to 'Guidelines and Template for developing a Vital Statistics Report'</li> <li>• General discussion</li> </ul>
<b>16:00 - 17:00</b>	<p><b>15. Country team work time – Analysing strengths, weaknesses, opportunities and threats to the production of a vital statistics report.</b> Representative(s) of each country will work as a team in order to perform a SWOT analysis to the country context in terms of the production of a vital statistics report. national arrangements and practices.</p> <ul style="list-style-type: none"> <li>• SWOT analysis</li> <li>• Report in plenary</li> <li>• General discussion</li> </ul>
<b>Day 4. Thursday, 29 March 2018</b>	
<b>9:00 – 10:00</b>	<p><b>16. Production of vital statistics.</b> This session gives an overview of the production process, and goes through the steps involved in this process. It also presents the template report.</p> <ul style="list-style-type: none"> <li>• Statistics Norway presentation</li> <li>• Exercise: Process flow</li> <li>• Report in plenary</li> </ul>
<b>10:00- 10:30</b>	<b>Coffee break</b>
<b>10:30 - 12:00</b>	<p><b>17. Evaluation of the quality of civil registration and vital statistics systems.</b> This session explains a broad framework for evaluation of the quality of civil registration and vital statistics, and provides a practical guide to implementation of various methods and techniques to evaluate elements of</p>

	<p>the framework. (Chapter IV of the <i>Handbook on Management, Operation and Maintenance of Civil Registration and Vital Statistics Systems</i>).</p> <ul style="list-style-type: none"> <li>• UNSD presentation</li> <li>• ECA presentation: Results of the region assessments, progress reports and coverage indicators</li> <li>• WHO presentation. Results of the country and region assessments and progress reports.</li> <li>• Country presentations: Recent monitoring and assessment exercises (NSOs: Tunisia, Palestine, Afghanistan)</li> <li>• General discussion</li> </ul>
<b>12:00 – 13:30</b>	<b>Lunch</b>
<b>13:30 - 14:15</b>	<p><b>18. Vital statistics and indicators on births and deaths.</b> This session presents the recommended tabulations and selected indicators to be included in a vital statistics report. It also explains the process for calculating and interpreting key indicators.</p> <ul style="list-style-type: none"> <li>• Statistics Norway presentation</li> </ul>
<b>14:15- 14:45</b>	<p><b>19. Presentation of vital statistics.</b> This session explains the dos and don'ts of presenting tabular and graphic presentation of vital statistics. It also goes over issues with analysis of levels, patterns and trends.</p> <ul style="list-style-type: none"> <li>• Statistics Norway presentation</li> <li>• General discussion</li> </ul>
<b>14:45- 15:15</b>	<b>Coffee break</b>
<b>15:15 - 17:00</b>	<p><b>20. Country team work time – Preparing presentation on births and deaths tabulations, graphs, indicators and analysis.</b> Representative(s) of each country will work as a team on preparing a <b>10 minute</b> presentation on their vital statistics report, assisted by resource persons. Country teams will make use of their work during sessions 9 for this assignment. In particular, participants are expected to:</p> <ul style="list-style-type: none"> <li>• Report on births and deaths coverage, and mention the main obstacles for achieving complete coverage of vital events registration, and for improving accuracy of registered information.</li> <li>• Mention the main obstacles for compiling vital statistics based on civil registration data as the main source.</li> <li>• Discuss whether any of the methods presented could be feasible for the country setting.</li> <li>• Mention the measures taken to improve quality and interoperability of CRVS</li> </ul>

	<ul style="list-style-type: none"> <li>• Develop list of feasible and desired birth and death tabulations (based on available data, participants will use their work from session 9 as input)</li> <li>• Produce basic tables and graphs on births and deaths</li> <li>• Calculate indicators on births and deaths</li> <li>• Prepare brief analysis on births and deaths</li> </ul>
<b>Day 5. Friday, 30 March 2018</b>	
<b>9:00–10:30</b>	<b>21. Country preliminary vital statistics report and strategies for improving civil registration and vital statistics systems.</b> The session provides a platform for countries to share their output from the workshop (tables, graphs, analyses) and their strategies for improving CRVS systems. Each country team (statistician and registrar jointly) will make a presentation based on the work done in session 20 and existing national documents. <ul style="list-style-type: none"> <li>• Country presentations</li> </ul>
<b>10:30- 11:00</b>	<b>Coffee break</b>
<b>11:00–12:30</b>	<b>21. Country preliminary vital statistics report and strategies for improving civil registration and vital statistics systems (continued).</b> <ul style="list-style-type: none"> <li>• Country presentations</li> </ul>
<b>12:30 – 14:00</b>	<b>Lunch</b>
<b>14:00–15:30</b>	<b>21. Country preliminary vital statistics report and strategies for improving civil registration and vital statistics systems (continued).</b> <ul style="list-style-type: none"> <li>• Country presentations</li> </ul>
<b>15:30- 16:00</b>	<b>Coffee break</b>
<b>16:00 – 16:30</b>	<b>22. Workshop conclusions.</b> <ul style="list-style-type: none"> <li>• Recommendations and conclusions</li> </ul>
<b>16:30 - 17:00</b>	<b>23. Closing session</b> Closing remarks  <b>Evaluation of the meeting</b>