United Nations   Statistics Division

4th Expert Group Meeting on the revision and finalization of the
International Classification of Activities for Time Use Statistics (ICATUS)

New York, 28-30 June 2016
United Nations Headquarters Conference Room 9 in the Conference Building (CB)

Concept Note

Introduction

1. Following a request by the UN Statistical Commission at its 28th session in 1995 to prepare a draft classification of time-use statistics, the United Nations Statistics Division (UNSD) convened a first expert group meeting on the topic in 1997 and developed a "draft" classification in consultation with experts and relevant stakeholders to assist countries interested in conducting time-use studies. Based on the experience of countries that used or adapted the 1997 draft classification, and on recommendations from the second expert group meeting organized in 2000, a revised and more elaborated version was issued by UNSD and published in the *Guide to Producing Statistics on Time Use: Measuring Paid and Unpaid Work* (United Nations, 2005) as the UN Trial International Classification of Activities for Time-Use Statistics (Trial ICATUS).

2. Many countries which adopted or adapted the trial version of ICATUS had expressed interest in finalizing ICATUS based on their experiences in using the classification. The United Nations Statistics Division organized a third expert group meeting in June 2012 to finalize ICATUS taking into account the experiences and needs of several developing countries that adapted it (either the draft or the trial version) for use in their data collection, tabulations, analysis and dissemination of time-use statistics, including: Argentina, Brazil, China, Cuba, India, Mauritius, Mexico, Mongolia, Nigeria, State of Palestine, Pakistan, Philippines, South Africa, Tanzania and Thailand.

3. The Third Expert Group Meeting (3rd EGM, June 2012) recognized the many purposes behind the undertaking of national Time Use Surveys and the challenge in identifying an international classification of activities for time use statistics which can satisfy all purposes (such as measuring extended National Accounts, work force, unpaid work, work-life balance, wellbeing, gender equality, time poverty, etc.). However, the Expert Group acknowledged the importance of ICATUS as an umbrella classification "broadly" classifying time use activities, and applicable in both developed and developing countries. The Expert Group also welcomed the classification as a "dissemination framework" for time use statistics relevant for both social and economic policies and internationally comparable (paragraph 2 of Final Recommendations of the Expert Group Meeting[1]).

4. The decisions taken during the 3rd EGM and comments received from NSOs and other experts after that meeting are summarized in the following paragraphs:

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[1] ESA/STAT/AC.254/L4 available at
http://unstats.un.org/unsd/demographic/meetings/egm/EGM%20June%202012/list_of_docs.htm

a) ICATUS should be developed based on the concept of productive/non- productive activities following the System of National Accounts (SNA) framework, as requested by many countries and other experts. Indeed, time use surveys are particularly useful for capturing all forms of work: work in the household sector as well as work that is not accounted for in national accounts, such as unpaid domestic work and caring. Being aligned with SNA was a strategic decision taken by experts since the first version of ICATUS was developed in 1997;

b) Activities should be grouped into a simplified 3-digit code structure (rather than 5 digits as in ICATUS 2005) to facilitate its implementation at the national level;

c) ICATUS should be developed as a framework for international comparability, "broadly" classifying time use activities, in both developed and developing countries. In particular, ICATUS should be seen as a dissemination framework for time use statistics relevant for both social and economic policies and international comparability;

d) ICATUS should be used as an "umbrella classification" which countries will adapt to their own context, expanding categories (blocks) as needed;

e) ICATUS structure should allow conversions into other existing Time Use Classifications;

f) Time Use Surveys should not be used to reproduce/replace LFSs, but rather as an additional source of data to identify those activities within the SNA production boundary that may risk of being misclassified as non-economic or simply not being counted; and also to allow measurement of satellite accounts on unpaid household work;

g) Experts did not agree on the proposals of using groups of activities under ISIC within ICATUS and classifying time spent by respondents according to economic activities in primary, secondary and tertiary sectors, as (a) there is no international agreed definition on the proposed groups of economic activities (primary, secondary and tertiary sectors); and (b) while it is recognized that some countries (mainly developing ones) are using Time Use Surveys (TUS) to also gather better/complementary information on their labour force, ICATUS needs to be relevant also in developed countries where TUS are mainly conducted to collect well-being and gender-relevant statistics, and for broader time-use research that focuses more on time activities rather than on their economic/non-economic nature.

h) The meeting agreed on the following process for the revision/finalization of ICATUS: gather comments on ICATUS from NSOs and other experts; submit the classification to the Expert Group on International Statistical Classifications for their comments/endorsement and later to the UN Statistical Commission for adoption.

5. As time use statistics have been critical for the improvement of estimates on work for the production of goods and services with particular emphasis on increasing visibility of women's work through better statistics on their contribution to the economy and the development of satellite accounts (among others), it has been extremely important to develop ICATUS in line

with the System of National Accounts (SNA) and the ILO definitions and framework for statistics of work.

6. Since the adoption of the *Resolution concerning statistics of work, employment and labour underutilization* by the 19th International Conference of Labour Statisticians (ICLS) in October 2013[2], UNSD and experts from ILO and other organizations have been working on ICATUS and its link with the resolution.

7. By December 2015, a draft of ICATUS 2016 was finalized and an electronic consultation among time use experts (national and international) took place during the months of February and March 2016. All those comments have been reviewed and reflected in the latest version of ICATUS 2016, version which will be discussed during the Expert Group Meeting to be held in New York from 28 to 30 June 2016.

Organization of work

8. The meeting will be organized in plenary sessions (see Annex I) with introductory presentations followed by open discussion.

Expected outcome

9. ICATUS will be discussed and finalized based on recommendations of the expert group meeting. The final classification will be presented to the UN Statistical Commission for endorsement, after developing all the supporting documentation and after been reviewed by the Expert Group on International Economic and Social Classifications.

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[2] ILO (2013). Resolution I: Resolution concerning statistics of work, employment and labour underutilization, Geneva accessed at http://www.ilo.org/wcmsp5/groups/public/---dgreports/---stat/documents/normativeinstrument/wcms_230304.pdf

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Annex I. Agenda

DAY 1: 28 June 2016	
TIME	**TOPIC**
9:00 – 9:30	**Registration**
9:30 – 10:00	**Opening Session** • Opening remarks (UNSD) • Introduction/Objectives of the meeting and logistics (UNSD)
10:00 – 11:00	**Session 1: ICATUS- History and background information** This session will provide background information on the development of ICATUS from its first draft format prepared by UNSD in 1997, to the *trial* version published in the *2005 Guidelines to Producing Statistics on Time Use: measuring paid unpaid work*, and the proposed **ICATUS 2016,** updated with comments received by experts from January to June 2016. The key principles underlying the classification structure will be highlighted as well as the major outcomes and decisions of the 2012 EGM on ICATUS. During the session, an overview of countries' comments and of pending issues will be presented. **Chair: UNSD (Ms. Keiko Osaki Tomita)** **Presentations:** 1. ICATUS from 1997 to 2016(UNSD) 2. Summary of 2016 consultation with experts and key pending issues to be addressed: a- employment vs production of goods for own final use; b- care work; c- volunteering; d- other issues on personal activities; and e- travel and using ICT. (UNSD) 3. Discussion (All)
11:00 – 11:30	**Break**
11:30 – 13:00	**Session 2: Decision a- Employment and the production for own final use; and employment in unincorporated enterprises and households** The main scope of this session is for ILO to introduce how to operationalize the collection of data on all forms of work using time use surveys (background questionnaire and diaries), and in particular to present their proposal to distinguish between household activities meant for the market from those for own use. Selected national experts will share their available time use data on "work" (aggregated according to their classification) and their experience and recommendations for ICATUS 2016. **Chair: UNSD (Ms. Francesca Grum)** **Presentations:** 1. ICATUS 2016 (UNSD)

	2. ICATUS and the resolution concerning statistics of work, employment and labour underutilization; and its operationalization in Time Use Surveys (differentiation between production for the market versus for own use) (ILO, Mr. David Hunter)
	3. ICATUS and the importance of measuring all forms of work including household provision of services for income
	    a. WIEGO (Ms. Joann Vanek)
	    b. China (Ms. Jia Xin)
	    c. South Africa (Ms. Constance Mabela)
	    d. Ghana (Ms. Bernice Serwah Ofosu-Baadu)
	    e. United Kingdom (Mr. Christopher Payne)
	4. Discussion (All)
	5. Conclusions (UNSD)

13:00 – 15:00	**Lunch Break**
15:00 – 16:30	**Session 2: Decision a- Employment and the production for own final use; and employment in unincorporated enterprises and households (cont'd)**
16.30 – 16:45	**Break**

16:45 – 18:00	**Session 3: Decision b- Care work**
	
	The main scope of this session is to introduce and discuss comments received on unpaid caring activities in the classification and the proposed UNSD changes to reflect the comments in ICATUS. Selected experts will share their available time use data on "caring activities" (aggregated according to their classification) and their experience and recommendations for ICATUS 2016.
	
	Chair: UN Women (Mr. Papa Seck)
	Presentations:
	1. ICATUS 2016 (UNSD)
	2. Time use data on care work: What is collected by countries; What is needed; and Relevance of ICATUS 2016
	    a. CTUR (Ms. Kimberly Fisher)
	    b. Colombia, care work and the satellite account on the economy of care (Mr. Oscar Joaquín Villamizar Díaz)
	    c. Italy (Ms. Tania Cappadozzi)
	3. Discussion (All)
	
	Recap of decisions for Day 1 (UNSD)

18:00 – 19:00	**UNSD Reception in DC2-building**

DAY 2: 29 June 2016	
TIME	**TOPIC**

10:00 – 11:30	**Session 4: Decision c- Volunteering**
	
	The main scope of this session is to introduce and discuss comments received on volunteering activities and the proposed UNSD changes to reflect these comments in ICATUS. Selected experts will share their available time use data on "volunteering" (aggregated according to their classification) and their experience and recommendations for ICATUS 2016.
	
	Chair: CDA (Ms. Indira Hirway)
	Presentations:
	    1. ICATUS 2016 (UNSD)
	    2. ILO - Volunteer work (ILO, Mr. David Hunter)
	    3. Time use data on volunteering: What is collected by countries; What is needed; and Relevance of ICATUS 2016
	        a. United States (Ms. Rachel Krantz-Kent)
	        b. Canada (Ms. Patricia Houle)
	        c. Turkey (Ms. Evrim Sultan)
	    4. Discussion (All)
	    5. Conclusions (UNSD)

11.30– 11:45	**Break**

11:45 – 13:00	**Session 5: Decision d- Personal activities**
	
	This session will introduce and discuss comments received on "personal activities" (learning, socializing, attending cultural, entertainment and sports events, hobbies, games, sports, mass media, personal care) and the proposed UNSD changes to reflect these comments in ICATUS. Selected experts will share their available time use data on "personal activities" (aggregated according to their classification) and their experience and recommendations for ICATUS 2016.
	
	Chair: ILO (Mr. David Hunter)
	Presentations:
	    1. ICATUS 2016 (UNSD)
	    2. Time use data on personal activities: What is collected by countries; What is needed; and Relevance of ICATUS 2016
	        a. Nigeria (Ms. Patricia Eweama)
	        b. Palestine (Mr. Ashraf A.Y. Hamdan)
	        c. Brazil (Ms. Barbara Cobo Soares)
	        d. Kazakhstan (Ms. Gulmira Karaulova)
	        e. Moldova (Mr. Vladimir Ganta)
	    3. Discussion (All)

	4. Conclusions (UNSD)
13:00 – 15:00	**Lunch Break**
15:00 – 16:30	**Session 5: Decision d- Personal activities (cont'd)**
16.30 – 16:45	**Break**

16:45 – 18:00	**Session 6: Decision e- Travel and using ICT**
	
	This session will discuss some crosscutting aspects/activities used in ICATUS: travel (for work, for pleasure, etc.) and using ICT to perform an activity.
	
	Chair: World Bank (Ms. Masako Hiraga)
	Presentations:
	1. ICATUS 2016 (UNSD)
	2. Time use data on "travel" and using ICT: What is collected by countries; What is needed; and Relevance of ICATUS 2016
	  a. Armenia (Ms. Diana Martirosova)
	  b. Morocco (Ms. Sanaa Drissi el Bouzaidi)
	  c. Tanzania (Ms. Ruth Minja)
	  d. Thailand (Ms. Kanjana Phumale)
	3. Discussion
	Recap of decisions for Day 2 (UNSD)

DAY 3: 30 June 2016	
TIME	**TOPIC**
10:00 – 11:30	**Session 7: Other critical aspects of ICATUS 2016** This session will cover some key elements for the implementation of ICATUS such as background questionnaires, diaries and contextual variables. The session will also review terminology used in the classification. **Chair: UNSD (Ms. Keiko Osaki-Tomita)** **Presentations:** 4. Overview of time use surveys questionnaires/diaries; contextual variables, including "using ICT"; terminology used: eg paid and unpaid work (UNSD) 5. Discussion (All)
11:30 - 11:45	**Break**
11.45 – 13:00	**Session 8: Summary of decisions and proposed changes** This session will summarize the discussion of the previous sessions and

	present ICATUS as a whole, showing proposed changes **Chair: UNSD (Ms. Keiko Osaki-Tomita)** **Presentations:** 1. ICATUS 2016-summary (UNSD) 2. Discussion (All)
13:00 – 15:00	**Lunch Break**
15:00 – 16:00	**Session 9: Conclusions, recommendations and next steps** UNSD will introduce the major conclusions and recommendations of the expert group meeting, including on process and next steps to finalize the classification. A plenary discussion will then follow for all experts to comment.
16:00	**Closing**

Annex 2. Checklist for Developing a Statistical Classification

1. Status of the classification
    Should the classification be a standard or collection specific classification?
    What should the name be?

2. Which data collections will use this classification?
    Is it specific to a particular collection?
    Will it be used in administrative data collections as well as sample surveys and censuses?
    What are the possible non-statistical applications?

3. What are the underlying concepts used in this classification?
    How are the concepts defined?
    What are the statistical units being classified?
    What are the reporting units?
    Are there other concepts which are closely linked to the classification?

4. Scope of the classification
    What is the scope of the classification?

5. Primary uses of the classification
    Is the primary use of the classification as a collection and processing tool?
    Is the primary use of the classification as a tool for statistical analysis?
    Will the assigned classification category influence or determine administrative decisions affecting the unit being classified?

6. User Consultation
    Should a reference group of key users and/or subject matter specialists be established? (This group should be consulted on content, scope and structure).
    Should a statistical advisory group of stakeholders be established? (This group should be consulted on the relevance of the statistics that may be produced with the classification).
    How will conflicting user requirements or applications be resolved?

7. What are the classification criteria?
    Are they compatible?
    Why were they chosen?
    What compromises were made to meet special requirements of particular users?

8. Structure of the classification
    Does the structure have an appropriate number of levels?
    Are compromises necessary for reasons of statistical feasibility or statistical balance. May these concerns be better handled by data collection and processing instruments and/or when preparing the statistics than when structuring the classification?
    What is the compatibility with other statistical concepts and classifications, and the comparability with international standards?

9. Are the proposed categories well defined?

Are they mutually exclusive and exhaustive when considering the descriptive definitions and explanatory notes, as well as the coding instructions?
Are the names chosen for categories precise and appropriate?

10. Appropriateness of code structure
Is the code structure appropriate?
Are there any special code conventions proposed or required?
Are supplementary codes required?
Are residual categories specified and used appropriately?

11. Relationship with other classifications
Are there any (other) relevant international standards?
What is the relationship between the classification and any other classification?

12. Statistical Balance
Will the classification prevent output that is statistically balanced?
Should the design of the classification include the setting of any ideal minimum sizes for categories at each level?