

**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)**

Report of the Meeting*

Prepared by

United Nations Statistics Division

* This document is being reproduced without formal editing

Contents

Background, objectives and organization of the meeting	3
Opening Session	3
Session 1: ICATUS- History and background information	4
Session 2: Decision a- Employment and the production of goods and services for own final use; and employment in unincorporated enterprises and households	6
Session 3: Decision b- Care work	9
Session 4: Decision c- Volunteering	10
Session 5: Decision d- Personal activities	12
Session 6: Decision e- Crosscutting aspects/activities used in ICATUS.....	14
Session 7: Other critical aspects of ICATUS 2016.....	15
Session 8: Summary of decisions and proposed changes.....	15
Session 9: Conclusions, recommendations and next steps	15
Annex 1: List of participants	20
Annex 2: Agenda	24
Annex 3: ICATUS 2016 (as of July 2016).....	28

Background, objectives and organization of the meeting

1. The fourth United Nations Expert Group Meeting on the revision and finalization of the International Classification of Activities for Time Use Statistics (ICATUS) was convened in New York from 28 to 30 June 2016. The meeting was organized by the Social Statistics Section - Demographic and Social Statistics Branch of the United Nations Statistics Division (UNSD). The major objective of the meeting was to discuss and finalize ICATUS based on recommendations from the experts invited to the meeting.
2. The meeting brought together 33 national, regional and international experts working in the area of time use surveys and classifications of activities for time use statistics. Participants included experts from 17 national statistical offices (Armenia, Brazil, Canada, China, Colombia, Ghana, Italy, Kazakhstan, Morocco, Nigeria, Republic of Moldova, South Africa, Thailand, Turkey, United Kingdom, United Republic of Tanzania and United States), one Regional Commission (ECLAC), 5 international organizations including UNSD (ILO, UN Women, UNDP and World Bank) and 3 experts (CDA, CTUR and WIEGO) – (See Annex 1 for the list of participants).
3. The meeting was conducted according to the agenda (See Annex 2). Each session was introduced by UNSD followed by presentations from experts and open discussions and exchanges of experiences. Each session covered one of the main issues to be addressed: a) Employment and the production of goods and services for own final use; and employment in unincorporated enterprises and households; b) Care work; c) Volunteering; d) Personal activities; and e) Crosscutting aspects/activities (travel and using ICT). At the end of each session, UNSD summarized the changes to be incorporated in the classification. All the documents from the meeting are available at the website of the event:
http://unstats.un.org/unsd/gender/Events/28-30_June_2016/default.html
4. The meeting was chaired by Ms. Keiko Osaki-Tomita (UNSD), Ms. Francesca Grum (UNSD), Mr. Papa Seck (UN Women), Ms. Indira Hirway (CDA-India), Mr. David Hunter (ILO) and Ms. Masako Hiraga (World Bank).

Opening Session

5. Ms. Keiko Osaki-Tomita (Chief, Demographic and Social Statistics Branch UNSD) opened the meeting and delivered an opening statement on behalf of Mr. Stefan Schweinfest, Director of the United Nations Statistical Division. The opening statement highlighted that information on time use is becoming increasingly important to policy making in a wide range of areas, especially in the measurement of all forms of work and the contribution of unpaid work to the economy. She also pointed out that time use statistics have received increased attention over the years, especially recently with the inclusion of a dedicated target (5.4) in the Sustainable Development Goals framework aiming at “recogniz[ing] and valu[ing] unpaid care and domestic work”.
6. In her speech, Ms. Osaki-Tomita also mentioned that UNSD has been working on time use statistics for decades, and for the past 10 years this work has been integrated into the Global Gender Statistics Programme (mandated by the UN Statistical Commission and guided by the Inter-agency and Expert Group on Gender Statistics). She mentioned that a new platform dedicated to time use statistics was launched at the beginning of June 2016, providing users with statistics on time spent on paid and unpaid work in a 24-hour period, by sex for each country with available data and metadata, as of May 2016. Similar statistics are also available in the UNSD portal for the UN Minimum Set of Gender Indicators (indicators 1 and 2). These indicators can contribute to the monitoring of progress towards the achievement of Target 5.4 of the SDGs.

7. Ms. Osaki-Tomita reminded participants that the purpose of ICATUS is to provide an international framework with standardized concepts and definitions for the systematic dissemination of comparable time use statistics. At the national level, ICATUS can be used as a model to guide the collection and dissemination of data, or as a basis for the further development of a national classification according to the specific context and needs. Additionally, because of the broad use of time use statistics, including the production of Satellite Accounts for unpaid household service work, ICATUS has to be closely linked with the System of National Accounts and other statistical standards, including the framework for work statistics.
8. Afterwards, Ms. Francesca Grum (UNSD) introduced the expected outcomes of the meeting and the process for the finalization of ICATUS. The aim of the EGM was to agree on a revised version of ICATUS to be used during a global consultation process involving National Statistical Offices to pilot the relevance of ICATUS as a dissemination framework for time use statistics, planned for fall 2016. ICATUS will then be submitted to the Expert Group on International Economic and Social Classifications and subsequently to the Statistical Commission. Once endorsed/adopted by the UN Statistical Commission, ICATUS will be widely promoted at the country level.
9. Ms. Grum reminded participants about the need to review ICATUS to ensure its completeness, relevance and to reflect the comments received from countries who implemented/adapted it over the last ten years. She reminded participant that ICATUS:
 - (a) will be an “umbrella classification” which countries will adapt to their own context, expanding or contracting categories (blocks) as needed;
 - (b) will be 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 that are internationally comparable and relevant for both social and economic policies;
 - (c) Its structure should allow conversions into other existing Time Use Classifications; and
 - (d) ICATUS will need to be relevant for a number of years to come.
10. Ms. Grum also introduced the organization of work/agenda of the meeting focusing on the areas/topics that received the majority of comments during a consultation carried out by UNSD since early 2016 on the revision of ICATUS (See Annex 2 for the agenda).

Session 1: ICATUS- History and background information

11. Ms. Harumi Shibata Salazar (UNSD) presented an overview of the development of ICATUS in the past 20 years. In 1995 the UN Statistical Commission requested that a draft classification of time-use activities be prepared by the Statistical Division. The first draft international classification of time use activities was the result of a first Expert Group Meeting convened in 1997. Thereafter, based on the experiences of countries that used or adapted the 1997 draft classification and on recommendations from a second Expert Group Meeting organized in 2000 on this topic, a revised and more elaborated version of ICATUS was published in 2005 in the “Guide to Producing Statistics on Time Use: Measuring Paid and Unpaid Work” as the UN Trial International Classification of Activities for Time Use Statistics (ICATUS).
12. In order to finalize the “Trial” classification, UNSD initiated the revision of ICATUS in 2012 with the organization of a 3rd Expert Group Meeting. Since then, new standards, including the framework for work statistics as adopted at the 19th International Conference of Labour Statisticians in 2013, have been incorporated into a revised version of the classification – ICATUS

2016. This latest version was circulated between January and June 2016 among experts in countries, international organizations and other entities for their feedback and comments that were subsequently incorporated in the version of ICATUS to be discussed at the meeting.

13. In her presentation, Ms. Shibata Salazar highlighted that an important objective of ICATUS is to group time use activities in such a way that women's work and their contribution to the economy is highly visible, thus promoting or facilitating the development of satellite accounts for unpaid household production of services. In this context, she then stressed the importance of aligning ICATUS with the System of National Accounts (SNA). Ms. Shibata also noted that ICATUS 2016 differs from the trial ICATUS published in 2005 in its simplified structure; and in the terminology and metadata used, now aligned with international standards and definitions. For instance, productive activities have been aligned with the 2013 ICLS's resolution concerning statistics of work, employment and labour underutilization.
14. Ms. Shibata Salazar also presented the results from the electronic consultation undertaken by UNSD between January and June 2016. Comments were received from 18 Member States (Armenia, Canada, China, Colombia, Finland, Ghana, Italy, Kazakhstan, Mexico, Morocco, New Zealand, Nigeria, South Africa, State of Palestine, Thailand, Turkey, United Kingdom, United States), 5 International Organizations including one Regional Commission (ILO, ITU, Eurostat, UN-ECLAC, UNESCO-UIS) and 5 experts from other entities (CDA, CTUR, IATUR, Deborah Budlender and Joann Vanek (WIEGO)).
15. In general, experts appreciated the consultation and welcomed the latest version of ICATUS, shared with them in advance of the meeting, which incorporated already many of the comments received. She pointed out that the comments were concentrated in the following areas/topics:
 - (a) Major division "1 Employment and related activities":
Experts expressed concerns regarding the limited activities defined under division "12 Employment in unincorporated enterprises and households" compared to the very detailed activities under major divisions 2 and 3.
 - (b) Major division "1 Employment and related activities" and Major division "2 Production of goods for own final use":
Experts expressed concerns regarding the feasibility of differentiating between production for the market and production for own final use in spite of the use of contextual variable on the purpose of a productive activity.
 - (c) Major division "4 Unpaid caregiving services for household members and related activities":
Experts mentioned that more detailed activities are needed under this major division, given that this information is used for the construction of satellite accounts.
 - (d) Major division "5 Unpaid volunteer, trainee and compulsory work":
Experts expressed concerns about the very detailed list of activities under volunteering and questioned the feasibility of collecting data for each of the categories.
 - (e) Personal activities (Major divisions 6 to 9):
Experts questioned the relevance of some categories, such as negative behaviour, begging, smoking, etc.
 - (f) Cross-cutting activities/aspects of the classification:
Experts had different views on how to group activities related to "travel" in the classification as well as on the need for a category on the "use of ICT".

16. In the discussion that followed, participants stressed the importance of reviewing all the explanatory notes to correct inconsistencies and align wording/concepts with other existing standards. The importance of the future development of all relevant documentation and materials (including sample questionnaire) that countries could use for their time use surveys and for their development of national classifications was also mentioned. It was also highlighted that the term “non-productive” activities should not be used as these activities are in many cases productive (not from the SNA point of view) contributing to human capital formation (e.g. learning) and that “personal activities” would be a better reference. Experts stressed the relevance of time use surveys and time use statistics to measure and monitor progress towards the achievement of SDGs, including on target 5.4 and suggested including a reference to SDGs in all ICATUS documentation.

Session 2: Decision a- Employment and the production of goods and services for own final use; and employment in unincorporated enterprises and households

17. Mr. David Hunter (ILO) made a presentation providing: an overview of the Resolution concerning statistics of work, employment and labour underutilization adopted by the 19th ICLS in 2013; an update on the status of the pilot studies in selected countries as follow up to the 19th ICLS; and a summary of implications of the new work framework for ICATUS. The 19th ICLS resolution updated the “Statistics of the economically active population, employment, unemployment and underemployment” (13th ICLS, 1982) to address limitations of underemployment statistics and the criticisms of employment as a too broad measure, and to provide measures of labour underutilization beyond employment, among others.
18. According to the 19th ICLS resolution, “work” is defined as any activity performed by persons of any sex and age to produce goods or to provide services for use by others or for own use, irrespective of legality, formal / informal nature of activity, context or person status. This definition is consistent with the scope of productive activities and is aligned with the General production boundary (2008 SNA). The concept of employment is narrower with the adoption of the 19th ICLS resolution given that the production of goods for own final use (including subsistence activities) is now excluded from employment. However, new forms of work have been identified in the resolution (e.g. unpaid trainee work).
19. Regarding the ILO pilot studies in follow up to the 19th ICLS, Mr. Hunter mentioned that the main objective is to develop model question sequences and guidance for Labour Force Surveys (LFS) which are aligned with the 19th ICLS standards based on existing good practices and new evidence to measure employment, labour underutilization and persons in own-use production work. Measurement of volunteer work, unpaid trainee work and other forms of work will be researched in the future.
20. At the global level, 5 questionnaires have been developed and qualitative and quantitative evaluations have been undertaken. The pilot study has 10 pilot countries in different regions where 2 model questionnaires are used (1 as per national practice and 1 alternative) and cognitive testing and field tests are undertaken. The measurement issues have been identified as follows: boundary between employment and own-use production work; measures of labour underutilization; participation in own-use production work (and working time); and boundary between selected status in employment categories. By the end of 2016, ILO will be able to report on progress on methodological developments and pilot testing in selected countries related to the implementation of the 19th ICLS Resolution and will develop a set of preliminary

guidelines. These results and guidelines will inform/guide the development of questions to be included in time use survey background questionnaires.

21. Mr. Hunter highlighted the importance of the alignment of activities related to work in ICATUS with the 19th ICLS forms of work, as time use surveys (TUS) may identify some activities in employment that are difficult to capture in LFS. Furthermore, TUS are the principal source of data on forms of work beyond the SNA production boundary (caring for household members and domestic work). He also pointed out the need to discuss: the division called “12 Employment in unincorporated enterprises and households”; the fact that some groups are aligned with the International Standard Industrial Classification of All Economic Activities (ISIC) and this could result in misinterpretation of time use statistics produced, as the activity of a worker at a particular point of time will frequently be different from the primary activity of the establishment where he or she works (ISIC unit of observation is the establishment); and categories/activities related to “travel” that are distributed in different parts of the classification, depending on their purpose, in ICATUS 2016.
22. During the discussion that followed, it was pointed out that HETUS uses a one-week employment grid to collect data and that background questions should have one-week reference period for consistency purposes. Experts also cautioned the group that time use surveys cannot replace LFS as they have very different objectives and outputs. Time use surveys should be seen as a source of additional information on the different forms of work, but not to replace LFS. Similarly, time use surveys might be useful to identify some aspects of child labour, but in order to capture the whole phenomenon a specialized survey is needed. Regarding the capturing of the specific activities undertaken during the respondent’s time spent at work, it was mentioned that people do not report specific activities while at work and that this additional information was very difficult to capture and this is why ICATUS does not cover those details.
23. Ms. Joann Vanek (Women in Informal Employment: Globalizing and Organizing, WIEGO) stressed that since the first draft of the classification of activities for time use statistics was developed in 1997, ICATUS was envisioned to be an instrument sensitive to the differences between women and men in remunerated and unremunerated work. She highlighted that a unique strength of time use surveys is capturing all forms of work, and in particular detailed information on work undertaken in households. Therefore, the classification of activities for time use statistics should cover all forms of work both within and beyond the SNA boundaries, including the specific and distinct categories that provide detailed information on the work that takes place in the households (both for own final use and for the market, and of special interest for developing countries). Furthermore, questions related to whether the time spent in employment and in unpaid work is affected by the location of the employment (e.g. Are women working for the market/for pay from their home working longer hours than those who are -working in an establishment? Do they spend more or less total time (both paid and unpaid) working than their counterparts who are employed outside the home?) are also becoming more relevant for developed countries where “employment in the home” is also increasing due to more flexible work arrangements.
24. Ms. Jia Xin (China) presented an overview of the time use survey China conducted in 2008, for which a classification on time use activities was developed based on the trial ICATUS 2005 adapted to China’s own context (3-digit code structure with 9 categories, 61 divisions and 113 groups). In terms of employment, the average time spent on all forms of paid work is 5 hours and 11 minutes (22 per cent of a day) and the time spent on unpaid work is 2 hours and 44 minutes (11 per cent of a day). She also highlighted differences in time spent between rural and urban residents, and men and women. In terms of ICATUS 2016, she mentioned that the new

structure will facilitate its implementation. However, differentiating between household production for own final use and household production for paid or profit is difficult, as some households may be engaged in both productions and it would be difficult to distinguish which part is for pay or profit and which part is for own final use.

25. Ms. Constance Mabela (South Africa) presented the methodology used in South Africa for the dedicated Time Use Survey conducted in 2010 and relevant results. Ten major categories of time use activities classified into SNA production, Non-SNA production and Non-productive were used. She highlighted the importance of measuring all forms of work including household provision of services for income especially to understand differences between women and men. In South Africa, time use data contribute towards the measurement of SNA aggregates (including improving GDP estimates) accounting only activities falling within the boundaries of Systems of National Accounts. Some challenges faced during the collection of time use data were reported as follows: data inconsistencies; long time to reconcile data recorded in diaries which resulted in delays in publishing the reports; and the need to test innovative survey methods for improving recall based data collections.
26. Ms. Bernice Serwah Ofosu-Baadu (Ghana) presented an overview of the Ghana Time Use Survey (GTUS) conducted in 2009 that used the trial ICATUS 2005 as classification. Data were collected using 3 digit activities from the classification, but for the analysis of the data only the 2 digit categories were used. Detailed information in relation to employment (occupation using ISCO 2008, industry using ISIC rev. 4, employment status, etc.) and the type of activities under employment was collected. The reason for not doing any work was also captured. In the time use survey, unpaid household service activities were captured for population 10+. Regarding ICATUS 2016, the current major division “2 Production of goods for own final use” is a new category compared to the trial ICATUS 2005 which makes the classification more consistent with SNA as this information is needed for the exhaustive calculation of the GDP. The current structure of ICATUS 2016 with 3 digit activities is sufficiently detailed for the calculation of household satellite accounts taking as reference the Eurostat 2003 guidelines. She mentioned that it is important to classify activities under employment based on ISIC in order to be able to identify them for national account purposes.
27. Mr. Christopher Payne’s (United Kingdom) presentation focused on household satellite accounts; the challenges faced due to the digitalised ‘free’ service economy; and the implications for time use statistics. The latest UK household satellite account was published in April 2016 and uses the third party criterion (a productive activity which could be contracted out to a third party provider under usual circumstances) to determine the activities included in the satellite account (i.e. informal childcare, informal adult care, unpaid household upkeep, unpaid meal production, unpaid transport services, unpaid clothing and laundry services and formal volunteering). However, with the recent development and penetration of internet, it is not clear to what extent households are carrying out unpaid work when they are using the internet services during their unpaid time (in other words, the production or consumption of free (zero cost/zero price) services provided in internet which used to be paid before). For instance this would include using internet banking instead of going to a bank, among others. This phenomenon is not new as there have always been ways to substitute paid services. The importance of measuring free services effectively has been increasingly recognised and internet provision of services has had an impact. Understanding household production/consumption of free digital services is going to be important for understanding modern living standards. Since this type of services are not measured within the GDP, time use data might be a source to provide information needed for the construction of a satellite account on this topic in the future.

28. During the discussion that followed, experts discussed the wording and content of the major division “1 Employment and related activities”, and agreed to maintain the wording of the division “11 Employment in corporations, government and non-profit institutions”, as it is consistent with the terminology used in SNA. The title of division “12 Employment in unincorporated enterprises and households” was modified to “12 Employment in households and household enterprises” to avoid the term “unincorporated enterprises”. It was agreed not to refer to formal/informal (difficult to capture), or the legal status of the enterprise (registered/unregistered). Experts agreed that the best solution for the twelve groups under division 12 was to regroup them and create two different divisions, one for the production of goods and another for the provision of services, as follows: “12 Employment in household enterprises to produce goods” and “13 Employment in households and household enterprises providing services”. The relevance of keeping a group for “mining and quarrying” was discussed and the meeting agreed to keep it, as this activity might be relevant in several developing countries and in the context of child labour and safety. It was agreed to keep the alignment of some groups under major divisions 1 and 2 with the International Standard Industrial Classification of All Economic Activities (ISIC rev. 4). However, it was pointed out that this could result in misinterpretation of the statistics produced, as the activity of a worker at a particular point of time will frequently differ from the primary activity of the establishment where he or she works. The meeting stressed the importance of clarifying this point in the documentation that will accompany ICATUS 2016.

Session 3: Decision b- Care work

29. Ms. Kimberly Fisher (CTUR) gave a presentation on time use data on care work collected by countries. She highlighted what should be collected for meaningful time use statistics and its relevance in the context of ICATUS. She explained how data collected through diaries, with sufficiently detailed codes, can provide information about a wide range of issues, including, for example: time spent on physical activity (having a direct impact on obesity, general health, etc.), use of resources (e.g. natural resources) or services, and the impact of different behaviours on the environment. Care work includes many different activities with diverse gender and policy implications and monetary valuations. Adult care in most of the cases is underreported as respondents do not report all adult care activities (food preparation, clothing care, shopping, administrative activities, cleaning, etc.) and because it is difficult to distinguish adult care from general domestic work, undertaken regardless of the caring activities. Therefore, the reporting of adult care time needs to also account for time spent on domestic work. She mentioned that pet care should be considered a type of care as it shares the same properties as child and adult care. She pointed out that physical activity with pets (that has an impact on a person physical activity/health) should be distinguished from other daily pet care, as well as playing with a pet. In terms of contextual variables, the question “for whom” is only relevant for categories under care giving and volunteering, and misses the perspective from care receivers (“from whom” would be more relevant). Response rates for contextual variables columns in diaries are generally low, reducing the overall survey response rate. A solution to this issue is to include a well-being dimension as it has been implemented in recent time use surveys in France, Italy, UK and USA. The well-being dimension is relevant to all activities, can capture some elements of quality, impacts positively the response rates and provides additional information valuable for policy making.

30. Mr. Oscar Joaquín Villamizar Díaz (Colombia) covered care work and the satellite account on the economy of care in Colombia in his presentation. The latest time use survey conducted in Colombia was in 2012-2013 with a stylized questionnaire asking about 83 different activities (9 questions were about care activities related to passive care, child care, physical and medical care

for household members, helping students, travelling, waiting time or accompanying). The satellite account is developed to measure the contribution of women and men to economic and social development in the country, and as a fundamental tool for the design and implementation of public policies. The construction of the satellite account uses the replacement cost method and follows three steps: monetary valuation (3 estimation income methods), productions of the account and the definition of context indicators.

31. Ms. Tania Cappadozzi (Italy) presented the results of a comparison of care work activities included in HETUS versus those included in ICATUS. She also shared key results from a study on the gender gap in childcare among dual earner couples in Italy and in the European Union. Both HETUS and ICATUS are comparable at the highest levels; however comparability decreases when considering the lower levels (divisions and groups). One major difference is that travel related to adult care in ICATUS 2016 is not comparable to HETUS08 code 939, which includes both: "Travel related to household care" and "Transporting an adult family member"; however, in Italy those codes are subdivided. ICATUS does not provide an age limit to define children. HETUS08 sets the upper age limit of 17 years to define a child. Italy uses the EU limit, but specifically for childcare studies, the upper age limit generally used is 13 years. HETUS08 codes to distinguish dependent adult care and other adult care are voluntary and Italy has adopted specific codes to capture this additional distinction in adult care. Regarding the results from the study on the gender gap in childcare among dual earner couples, among European countries, Italy is one of the countries in which employed parents spend more time providing childcare, and the country with the highest gender gap in time devoted to childcare by employed couples with children. Most of the Italian mothers' childcare time is devoted to physical care and supervision (60.5 per cent), whereas Italian fathers spend most of their time in playing with children (41.8 per cent).
32. In the discussion that followed, participants shared the age limits that are used in their respective countries/regional classifications to define children. The experts stressed the importance of distinguishing the care provided to children "aged 5 or under" from the care for children "between age 6 and 17", given the different intensity and type of care provided. To collect data that reflect such distinction, it was suggested to specify the two age groups in the contextual variable "with whom", as already recommended by the Harmonised European Time Use Survey (HETUS) and selected countries. The meeting also discussed whether it was necessary to distinguish between caring for children with disabilities from other children, but it was agreed that, regardless of the presence of a disability, all children require care/supervision.

Session 4: Decision c- Volunteering

33. Mr. David Hunter (ILO) presented the definition of persons in volunteer work according to the 19th ICLS as those of working age who, during a short reference period, performed any unpaid, non-compulsory activity to produce goods or provide services for others. "Any activity" refers to work for at least one hour; "unpaid" is interpreted as the absence of remuneration in cash or in kind for the work done or hours worked (however, volunteer workers may receive some small form of support or stipend in cash, when below one third of local market wages (e.g. for out-of-pocket expenses) or in kind (e.g. meals, transportation). "Non-compulsory" is interpreted as work carried out without civil, legal or administrative requirements that are different from the fulfilment of social responsibilities of a communal, cultural or religious nature. Production "for others" refers to work performed through, or for organizations comprising market and non-market units (i.e. organization-based volunteering or through or for self-help, mutual aid or community based groups of which the volunteer is a member) or for households other than the household of the volunteer worker or of related family members (i.e. direct volunteering). This last part of the definition has been modified from previously used definitions where work

undertaken for “related family members” (excluding the respondent’s own household members) was considered volunteering.. Volunteer work excludes community service and work by prisoners ordered by a court or similar authority, compulsory military or alternative civilian service; unpaid work required as part of education or training programmes (i.e. unpaid trainees); and work for others performed during the working time associated with employment, or during paid time off from an employee job granted by the employer.

34. Ms. Rachel Krantz-Kent (United States) covered volunteer activities in the American Time Use Survey (ATUS) in her presentation. She explained that volunteer activities are defined as those undertaken for or through an organization, of one’s own free will, and for no pay, except perhaps reimbursed expenses. Usually, these activities are identified with contextual questions collected after the diary (Which of the activities that you told me about were volunteer activities?). She presented statistics on the types of volunteer activities that people undertake on days when they volunteer. The category with the highest percentage of people who volunteered is “administrative and support activities”. Only 6.2 per cent of the population volunteer on an average day. The internship work is considered work (employment) under ATUS. Regarding ICATUS, she mentioned that the current groups under volunteering might overlap as they combine the activity performed as well as the person/organization that benefited from the activity. The classification needs to reflect on how people think, the language used, whether they would report the level of details needed and if additional survey questions are required.
35. Ms. Patricia Houle (Canada) presented the Time Use Survey (TUS) in Canada and focused on volunteering activities. She mentioned that the Canadian time use survey: was conducted using Computer Assisted Telephone Interviews (CATI); one person 15+ was selected from each sampled household living in one of the 10 provinces and assigned one random selected day of the week or weekend; data were collected on a continuous 12-month period divided in 6 overlapping waves and the survey was not attached to other statistical programs. In 2010, a three-tier level classification was used with one header dedicated to “10 Civic, religious, and unpaid work activities done for non-household member(s) and organizations”. Unfortunately, due to the very low counts of reported time for the detailed activities under this header, all the activities had to be aggregated and published at the highest level only. In 2010, respondents engaged in civic and voluntary activities spent between 1.68 hours and 2.8 hours depending on the age group, which translates to only 11-36 minutes on average for the full population in Canada. The results obtained from the TUS differ from those from the survey of Giving Volunteering and Participating. Based on the diary information the daily civic and volunteer participation rate was 17 per cent in 2010 which is 10 percentage points higher than the rate of daily volunteering obtained through the survey of Giving Volunteering and Participating (7 per cent). Because of the experience in 2010 TUS, for the 2015 Canadian TUS, out of the 63 codes used in total in the light diary, volunteering was considered a single activity found under civic, religious or organizational activities high level group. Therefore, ICATUS structure might be too detailed given the “rarity” of this event. Additionally, it is believed that many follow up questions/contextual information (e.g. for whom) need to be collected to appropriately code specific activities related to volunteering.
36. Ms. Evrim Sultan (Turkey) also presented the experience of TurkStat in producing time use data on volunteering. The latest Time Use Survey was conducted between 1 August 2014 and 31 July 2015 in Turkey and collected information from 11,440 households. Four questionnaires were used based on the HETUS recommendations (household and individual (10+) questionnaires, diaries (10+, one weekday, one weekend day, covering 24 hours with 10 minute time slots) and the weekly schedule of working time (15+)). Data were collected through face-to-face interviews. Contextual information on the location and with whom the activity was undertaken

was collected. For the dissemination of statistics, activities codes were aggregated to the highest level (1 digit-code). In total (10+), people allocated 43 minutes to voluntary work and meetings in a day (men only 34 minutes, women 51 minutes). She highlighted some differences between HETUS and ICATUS: In HETUS, religious practices are included under “4 Voluntary work and meetings”, whereas ICATUS includes this type of activities under the major division “7 Socializing and communication, community participation and religious practice”. “Travel” codes are under a single header in HETUS; ICATUS positions the “travel” under the corresponding major division according to the travel purpose. “3 Provision of services for own final use” and “4 Unpaid caregiving services for household members and related activities” are in separate major divisions in ICATUS but under the same header in HETUS.

37. During the discussion that followed, experts expressed the need to develop very detailed explanatory notes defining all the different types of work, including volunteering and compulsory work, to avoid miscoding of activities. Additionally, interviewers and coders have to be well trained for the collection and coding of the information. Experts expressed concerns regarding the comparability of statistics if the term “family members” is used as there is no internationally agreed definition of “family” and is a subjective concept that can be interpreted differently; however, the concept will be maintained as it is consistent with the wording of the 19th ICLS. Experts agreed to use the following description/definition for the concept of “care of related family members” = those activities not voluntarily undertaken for others but rather undertaken to comply with the law or out of moral obligations (to avoid the classification of certain activities – childcare undertaken by grandparents – as volunteering). Experts recognized that current activities under volunteer work in ICATUS overlap and are a combination of activities and beneficiaries and requested the representatives of Canada, Turkey and the United States to work on a proposal to present back to the Meeting.

Session 5: Decision d- Personal activities

38. Ms. Patricia Eweama (Nigeria) presented about the experience of collecting time use data in Nigeria. She highlighted the importance of time use data for the improvement of estimates on work and production of goods and services, with increased visibility of women’s work through better statistics on their contribution to the economy and development of satellite accounts. Time use data were collected as a module in the Nigerian Living Standards Survey funded by the World Bank in 2010, and the Nigerian General Household Panel Survey in 2012-2013 captured time use in agricultural activities. However, Nigeria has only conducted a stand-alone time use survey in 1998 as a pilot study using the very first version of ICATUS. Due to lack of funding no other stand-alone time use survey has been conducted; therefore, it is necessary to expand the scope of the data (use time use data for emerging issues such as migration, social media communication) and intensify advocacy for more acceptance among the population (time use surveys are seen as a pry into private life).
39. Ms. Barbara Cobo Soares (Brazil) presented the experience of Brazil in collecting time use data. Brazil collects annually data on unpaid domestic work and unpaid care through the PNAD - National Household Survey since 2001. One restriction is that there is no information about personal activities and the time devoted to household tasks and care are grouped together. In 2009, Brazil conducted a pilot test as part of the PNADC – Continuous National Household Survey among people 10+ with a 24 hour diary and 15 minute slot. Only 53 per cent of the diaries were valid after a very hard period coding activities. It was observed that a very low percentage of people registered personal activities. One of the major challenges faced was the coding of travel, as most of the times travel is undertaken in segments and can be confused with the activity it relates to or the purpose is not reported. In other cases, it was unclear whether

the respondent was conducting a pastime or main job, e.g. sewing, fishing, feeding animals, etc. In relation with ICATUS, she mentioned that it is not clear what is included in the group on the “use of ICT device” under the major division “8 Culture, leisure, mass-media and sports practices”, and whether the group is appropriate, since currently many activities are undertaken using these technologies.

40. Ms. Gulmira Karaulova (Kazakhstan) presented about the experience in Kazakhstan in collecting time use data. In Kazakhstan, three time use surveys have been conducted (2001, 2006 and 2012) all of them integrated into the Households Budget Survey. She presented in more detailed the methodology used and results from the latest time use survey. Some problems and challenges that were found with the current version of ICATUS are the following: some groups of activities are more likely to be confused or not easy to separate (e.g. rest, waiting for someone, etc.); two equal actions performed in the same setting can be coded in different ways depending on who performs it (fishing, hunting etc. in ICATUS are coded under work/productive activities, while in HETUS those activities are considered paid work only if the respondent is a professional fisherman or hunter, otherwise are outdoor activities); ICATUS does not have a specific code for computing (if PC or internet is used for reading, the code used is reading, etc.).
41. Mr. Vladimir Ganta (Republic of Moldova) presented the Moldova experience in collecting time use data. The time use survey in Moldova was conducted in 2011-2012. One person 10+ from each household was randomly selected and randomly assigned a day to complete a diary. The survey reached around 11 thousand households. The activity list used was the one from Eurostat (HETUS). Main and secondary activities were collected. Some issues faced during the coding of personal activities include: respondents do not distinguish/report breaks under learning (similar to employment); for students who do not go to the university (different from distance learning) it was difficult to distinguish between courses and homework; in general, people do not know the difference between formal and informal education; respondents tend to report some activities without the details, main/secondary activity needed (attending a party for 6 hours; resting or doing nothing for 2 hours); the religious part of events is usually not reported separately (e.g. attending a wedding); it was not clear whether playing football is a game or a sport. The collection of information on the use of IT devices did not work because of the data collection type (interviewers did not remind respondents). He also mentioned that there was the need for a code related to the watching outside/through the window that older people could use instead of “resting/doing nothing”.
42. During the discussion that followed, experts covered different parts of ICATUS. Regarding “6 Learning”, a new category distinguishing “Extra-curricular activities” from “School/university attendance” was agreed; however, extra-curricular activities with physical activity or sports-related will be classified under major division “8 Culture, leisure, mass-media and sports practices”. Additionally, several experts considered relevant the distinction of “paid tutoring” as it is very common and expensive in some countries. It was decided to move all the “related courses” included under major division 8 to major division “6 Learning”. It was mentioned that respondents do not report breaks during learning activities (similar to employment), and if the information is to be collected, additional questions might be needed. “Negative social activities” was considered too specific and it was decided to remove it and mentioned it in the explanatory notes under “719 Other activities related to socializing and communication”. Experts agreed with moving the division “Activities associated with reflecting, resting, relaxing” from major division 9 to major division 8. Experts considered too specific the activity “begging” and it was decided to eliminate it as well as “smoking”. Experts also believed that the groups under the division “activities associated with reflecting, resting and relaxing” were too detailed and

decided to collapse all of them into division “85 Activities associated with reflecting, resting, relaxing” (including “smoking”).

Session 6: Decision e- Crosscutting aspects/activities used in ICATUS

43. Ms. Diana Martirosova (Armenia) presented the experience and results from the time use survey conducted in Armenia in 2008. The Time Use Sample Survey in Armenia was based on HETUS guidelines. Together with a household questionnaire (face-to-face interview), each member of the selected households aged 15-80 self-completed two diaries (10 minute time slot) – one for a weekday and another for a weekend day on especially designated days. Information on secondary activities and contextual information on “with whom” and “location and mode of transportation” was collected in the diaries. In terms of the relevance of collecting data on the use of ICT, she explained that household members’ access to computer and internet connection during the last 3 months between 2008 and 2014 has more than tripled in Armenia.
44. Ms. Sanaa Drissi el Bouzaidi (Morocco) presented the experiences of Morocco in collecting time use data. The 1997 Moroccan Time Use Survey (MTUS) surveyed only female household members – 2800 women. The 2011-2012 MTUS was a national survey targeting women and men (15+) and children (7-14). Two questionnaires were used: household questionnaire (household characteristics) and personal questionnaire (time use indicating primary and secondary activities with open intervals and contextual information such as location, with whom, for whom, etc.). The Moroccan classification of activities includes 9 major divisions with 43 divisions, 100 groups and 620 activities (4 digits). In terms of results from the survey, Moroccans still spend more time watching TV than in all other leisure activities combined. Moroccans browse on average 9 minutes a day the internet (14 minutes in urban areas and 1 minute in rural areas; 11 minutes men and 5 minutes women). At the national level, the Internet users represent only 8 per cent. The internet is used in: 81 per cent of the cases for leisure, 10 per cent for online conversations and 9 per cent for learning. Moroccans spend 1 hour 4minutes a day on average travelling (41 minutes by foot, 12 minutes by private means of transport, 10 minutes by public transportation and 2 minutes by horse-drawn carriage).
45. Ms. Ruth Minja (Tanzania) presented the experience of Tanzania in collecting time use data. Tanzania has conducted two time use surveys as modules attached to the Labour Force Survey (LFS) in 2006 and 2014. One household member from all selected households was interviewed for the time use module (one day). About 11,520 persons (5+) were interviewed. The instrument had five entries for each hour slot. Enumerators or respondents described each activity and National Bureau of Statistics staff coded them at 3 digit levels based on the UN trial ICATUS. Contextual information on whether payment was received, location, simultaneous activities, if it was a typical day, caring for children, sick, disabled and elderly was collected. Travel time to and from a place was recorded for each relevant activity. Waiting time was combined with the time spent for travel (mode of transportation was also captured). Most activities recorded under “use of ICT” were watching TV, listening to radios, chatting using mobile phones, email and reading newspapers (there was the need to add probing questions to capture “use of ICT” as most of respondents do not consider this as an activity).
46. Ms. Kanjana Phumale (Thailand) presented the experiences in Thailand in collecting time use data. Thailand has conducted 4 time use surveys (2001, 2004, 2009 and 2015). The latest survey covers all the activities (main and secondary) in 10 minute slots and has national and regional representation. The data were collected with tablets. Thailand has always used ICATUS as a basis for their national classification of time use activities. For the latest survey, the UN trial ICATUS 2005 was used, with 15 major divisions and 5 digit codes. Coding travel time was challenging; in

some cases it was not possible to define the turning point for the return trip. In the latest time use survey, “use of ICT” was not collected as a variable, but presented under the code “1414 using computer technology”. Regarding ICATUS, she mentioned that the documentation needs to improve and clearly present the principles and application of the classification, and provide guidance for the definition of main and secondary activities in case of ambiguity (e.g., when people spend their time growing fruit or knitting a cardigan should be classified as leisure or as a productive activity (for own use/for profit),). It will be important to develop a standard questionnaire for time use surveys and provide guidance on how to collect the core contextual variables (such as for whom, for pay or profit, paid/unpaid, with whom, location, using ICT devices, etc.).

47. During the discussion that followed, experts discussed whether a code for the “use of ICT devices” was needed in addition to the contextual variable. Some considered that the use of ICT is both, an activity and a mean. Several experts opposed to the inclusion of the category in the classification as users might misunderstand that it is only a residual category; therefore, experts agreed not to include in ICATUS a category for “use of ICT devices”. Regarding the travel categories, some experts expressed that capturing travel is always challenging as most of the times it is undertaken in segments and for multiple purposes. Additionally, there are some activities which could be easily confused with travel, such as walking, running, riding a bike, etc. However, the majority of experts agreed to keep the travel related categories as currently presented in ICATUS 2016 under the major divisions, according to the purpose of the travel.

Session 7: Other critical aspects of ICATUS 2016

48. UNSD presented an overview of countries experiences in collecting time use data. In terms of instruments, countries use a household questionnaire (characteristics of the household), individual questionnaire (characteristics of the individual) and the time use instrument (in the form of a diary, light diary or stylized questionnaire). The five “core” contextual variables identified by experts during the EGM in 2012 remain relevant in order to correctly classify activities in ICATUS in a mutually exclusive manner: the location where the activity took place or mode of transportation used “where”, with whom the activity was undertaken “with whom”, why or for whom the activity was done “for whom”, whether the activity was “for pay or profit” and whether an “ICT device” was used to perform the activity. Country examples on how contextual variables are collected were presented.
49. During the discussion that followed, experts suggested that a standard questionnaire should be developed to assist countries looking for guidance on time use surveys. Experts agreed that the ideal instrument to collect time use data is “diaries”. However, it was also highlighted that diaries response rates tend to be low and time use stand-alone surveys are too expensive.

Session 8: Summary of decisions and proposed changes

50. UNSD presented an updated version of ICATUS 2016 already with changes agreed during the meeting. The representatives from Canada, Turkey and the United States presented a proposal for classifying time spent in volunteer work in ICATUS 2016. Additional comments provided by the experts were incorporated in a final version of ICATUS 2016 (as of July 2016) attached in Annex 3.

Session 9: Conclusions, recommendations and next steps

51. UNSD presented the summary of discussions, conclusions and proposed recommendations of the EGM and incorporated a number of comments and changes requested by the Experts during the plenary session. It was agreed to share the Recommendations of the meeting (below) with a wider group of experts for further action, along with the revised ICATUS 2016 and the report of the meeting.

**Recommendations of the
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**

1. The Expert Group welcomed the opportunity to review and finalize the International Classification of Activities for Time Use Statistics (ICATUS), and appreciated the work undertaken over the years to improve and simplify the classification since ICATUS was first discussed in 1997. In particular, the experts recognized the efforts that had been made to align ICATUS with the International Labour Organization (ILO) framework for work statistics adopted in 2013 by the 19th International Conference of Labour Statisticians (ICLS), as part of the Resolution concerning statistics of work, employment and labour underutilization. Experts also noted that the timely finalization of ICATUS was an important input for monitoring progress made towards achievement of Sustainable Development Goals (SDG), including for target 5.4,¹ focusing on measuring and valuing unpaid domestic and caregiving services. They requested that the documentation for ICATUS should properly reflect the relevance of ICATUS for SDG monitoring.
2. 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 ICATUS as a dissemination framework for time use statistics that are internationally comparable and relevant for both social and economic policies.
3. Experts emphasized the importance of time use surveys (TUS) to collect information on many policy concerns, and in particular on unpaid work, including unpaid economic activities for the production of services that are beyond the System of National Accounts (SNA) production boundary, and agreed on the importance of aligning ICATUS with the SNA.
4. Furthermore, recognizing the advantage of time use surveys in capturing time spent on certain forms of work that may be missed or not properly measured in labour force surveys (LFS), the experts noted the importance of maintaining the connection between time use surveys and labour force surveys, by ensuring information on employment classified by occupation, industry and status in employment is collected in TUS background questionnaires. They noted that information collected in the time use diary could be used, where relevant, to refine and improve the quality of the employment information collected in the background questionnaire.
5. The Experts took note of the ILO’s plans to report, by the end of 2016, on progress with methodological developments and pilot testing in selected countries related to the implementation of the 19th ICLS Resolution, and to develop a set of preliminary guidelines on distinguishing between employment and own use production work, in the context of LFS. The

¹ Target 5.4: Recognize and value unpaid care and domestic work through the provision of public services, infrastructure and social protection policies and the promotion of shared responsibility within the household and the family as nationally appropriate

results of this work would inform the development of guidance on questions to be included in the TUS background questionnaire as well as specific recommendations on the contextual variables included in diaries.

6. The Experts stressed the importance of using consistent terminologies throughout the Classification and to ensure its alignment with existing international standards. Experts also requested more extensive metadata (explanatory notes) with clear definitions and multiple examples on how to classify activities.

Decisions related to Major Division 1: Employment and related activities

7. The Experts stressed the importance of capturing the time spent on activities in household employment in time use surveys and to properly highlight them in ICATUS through detailed groups. The Expert Group also agreed to use a less technical terminology in the classification of employment. As such the Group agreed on the following:
 - a. Division 12 to be split into two divisions and renamed into:
 - 12 - "Employment in household enterprises to produce goods";
 - 13 - "Employment in households and household enterprises to provide services";

The Experts agreed on additional changes that have been reflected in the version of ICATUS attached as Annex 3 to the report of the meeting.

8. It was noted that many of the detailed activity groups specified in Divisions 12 and 13 were aligned with relevant categories in the International Standard Industrial Classification (ISIC rev. 4). Experts agreed that this would promote coherence between time use statistics and statistics on employment and industrial production classified by economic activity, but that it could also result in misinterpretation by users of the statistics, as the activity of a worker at a particular point of time will frequently be different from the primary activity of the establishment where he or she works. It was important to stress this point in the ICATUS documentation, noting that the unit classified in time use statistics (the time use activity) was not the same as the economic units classified in employment and production statistics, typically the establishment.
9. It was pointed out by experts that due to the fact that time use surveys cannot properly capture the formality/informality of work, nor the legality of the production unit, any distinctions based on "formality/informality" or "registered/unregistered" status of economic units should be avoided in the terminology used in ICATUS.

Decisions related to Major Division 4: Unpaid Care work

10. The experts stressed the importance of distinguishing the care provided to children "aged 5 or under" from the care for children "between age 6 and 17", given the different intensity and type of care provided. To collect data that reflect such distinction, it was suggested to specify the two age groups in the contextual variable "with whom", as already recommended by Harmonised European Time Use Survey (HETUS) and selected countries.
11. The Experts took note that Division 42 (care for dependent adults) refers to caring activities for adults who suffer chronic physical or mental illness or any disabilities. It was suggested by the experts that caring for older persons should also be covered. In contrast, Division 43 covers activities that are provided to other adult household members including those who are temporarily dependent (Group 431).

Decisions related to Major Division 5: Unpaid volunteer, trainee and other unpaid work

12. The Experts acknowledged the importance of time use surveys in capturing data on volunteering, activities usually not collected by labour force surveys. The Experts pointed out that the wording/labels used in the draft for volunteering under division 51 and 52 referred to both the activities performed as a volunteer and to the entity benefiting from the volunteering. They requested simplification of the labels and content of the categories, by focusing on the activities only, stressing that the beneficiary/ies will be identified through the contextual variable “for whom”.
13. They also took note that ICATUS Major Division 5 covers all the work activities not classified under major divisions 1 to 4 and includes unpaid volunteering, unpaid trainee and unpaid compulsory work (Division 54). It was suggested by the Group to rename the Division as “Other unpaid work activities” and to include the reference to compulsory unpaid work activities in the metadata. The name of Major Division 5 was similarly modified.
14. Experts discussed the classification of unpaid work performed “for related family members”, not living in the same household as the beneficiary. There was a discussion about whether, for example, the provision of care for children by grandparents who do not live in the same household should be considered as “volunteering”. Some argued against considering care from grandparents as volunteering because grandparents are sometimes considered as “family” members. According to the 19th ICLS, this type of work should not be considered “volunteering” and as such it was proposed to include it under major divisions 3 and 4. Experts pointed out the lack of an internationally-agreed definition of “families” and requested to reflect this in the metadata and to also specify in the metadata that care provided by extended family members such as grandparents should not be considered as volunteering.

Decisions related to Major Division 6 to 9: Personal activities

15. The Experts agreed:
 - a. To avoid using terminology such as “non-productive” when referring to activities falling outside the SNA general production boundary and to rather call them “personal activities” given that certain activities such as education contribute to human capital and are productive;
 - b. To separate “extra-curricular activities” from Group 611 (school/university attendance) and create a new Group under 61;
 - c. To delete the reference to waiting from the codes label throughout the classification and to explain in the metadata that “waiting” time should be coded together with the main activity associated with the waiting;
 - d. To delete groups 714 (negative social activities – arguing, conflicts, fights) and 715 (begging) as it would be very unlikely to have people reporting time spent on these two types of activities;
 - e. To rename Major Division 8 into “Culture, leisure, mass-media and sports practices”.
 - f. To delete the mention to “related courses” in all groups under division 82 and to clarify in the metadata that “courses” should be classified under learning rather than under leisure.
 - g. To move activities associated with “reflecting, resting, relaxing” from major division 9 to major division 8 (as Division 85), and to collapse all groups under division 85 into one.
16. There was a discussion on whether “paid tutoring services” should be separated from doing homework in Group 630. Privately paid tutoring services that are outside of formal schooling are

prevalent in many countries and considered important. However, some experts expressed concerns about this proposal given the difficulty in capturing this information as the respondent might be reporting “taking classes” or “studying” rather than specifying that the course was provided by a private tutor. UNSD agreed to seek guidance from UNESCO and to report back to the group.

17. The experts agreed that time use surveys are a good instrument for collecting information on the use of information and communication technology (ICT), particularly if additional information on the purpose/activity using ICT is available. As a consequence, the group recommended adding a contextual variable on the use of ICT while undertaking each activity carried out in a 24H period. The Experts agreed that until diary instruments can be sufficiently developed to distinguish internet use from non-internet use in connection with the activity, it is preferable to include a contextual variable identifying use of an ICT “device” only. Furthermore, the group discouraged the use of a specific activity code in ICATUS as this would probably only include residual time passed using ICT that cannot be properly classified elsewhere and requested to delete Group 844.
18. The experts agreed that time spent on social media should be classified with the activity (or purpose) for which time is spent on. For example, if a person is shopping via social media, the activity should be classified as shopping.
19. Regarding the recording of travel time, experts noted the importance of gathering information on purpose for travel and mode of transportation and agreed to keep travel time with each major activity, as currently classified in ICATUS.

Decisions related to future work of UNSD on ICATUS and time use statistics

20. The Experts supported the proposed activities to finalize ICATUS (as described in the Report of this meeting) and to revise the UNSD publication *Guide to Producing Statistics on Time-Use: Measuring Paid and Unpaid Work*, reflecting the revisions introduced in ICATUS. More specifically, the experts requested that the guidelines should
 - a. Emphasize the importance of using diaries to collect time use statistics
 - b. Provide good practices on improving response rate to time use surveys.
 - c. Provide guidance on how time use surveys could be aligned with work statistics through the use of consistent harmonized concepts and classifications.

Annex 1: List of participants

Armenia Ms. Diana Martirosova	Head of households surveys division National Statistical Service of the Republic of Armenia
Brazil Ms. Barbara Cobo Soares	Head of Population and Social Indicators Department Brazilian Institute of Geography and Statistics
Canada Ms. Patricia Houle	Time Use Survey Manager General Social Survey Social and Aboriginal Statistics Division Statistics Canada
China Ms. Jia Xin	Deputy Director, Division of Cultural Statistics, Department of Social, Science and Technology, and Cultural Statistics National Bureau of Statistics of China
Colombia Mr. Oscar Joaquín Villamizar Díaz	Contractor Departamento Administrativo Nacional de Estadística (DANE)
Ghana Ms. Bernice Serwah Ofori-Baadu	Economic Statistics Directorate Ghana Statistical Service
Italy Ms. Tania Cappadozzi	Senior Researcher in Time Use Survey Italian National Institute of Statistics (Istat)
Kazakhstan Ms. Gulmira Karaulova	Head of Social and Demographic Statistics Committee on Statistics of the Ministry of National Economy of the Republic of Kazakhstan
Morocco Ms. Sanaa Drissi el Bouzaidi	Head of Household Surveys High Commission for Planning Direction de la Statistique
Nigeria Ms. Patricia Eweama	Deputy Director National Bureau of Statistics

Republic of Moldova Mr. Vladimir Ganta	Deputy Chief, Labour Market Statistics Division National Bureau of Statistics
South Africa Ms. Constance Mabela	Manager Gender and Vulnerable Groups Statistics South Africa
South Africa Ms. Dihlolo Phoshoko	Manager Labour Statistics Division Statistics South Africa
Thailand Ms. Kanjana Phumale	Chief of statistical Standard Group Statistical System Management Bureau National Statistical Office
Turkey Ms. Evrim Sultan	Statistical Expert, Demographic Statistics Department, Vital and Gender Statistics Group Turkish Statistical Institute (TurkStat)
United Kingdom Mr. Christopher Payne	Time Use and Household Satellite Account lead researcher Office for National Statistics (ONS)
United Republic of Tanzania Ms. Ruth Minja	Principal Statistician National Bureau of Statistics
United States Ms. Rachel Krantz-Kent	Program manager, American Time Use Survey U.S. Bureau of Labor Statistics
CDA Dr. Indira Hirway	Director and Professor of Economics Center For Development Alternatives
CTUR Ms. Kimberly Fisher	Centre for Time Use Research
ECLAC Ms. Iliana Vaca Trigo	Associate Social Affairs Officer Division for Gender Affairs Economic Commission for Latin America and the Caribbean

<p>ILO Mr. David Hunter</p>	<p>Senior Statistician Standards and Methods Unit Department of Statistics International Labour Office (ILO)</p>
<p>UN Women Mr. Papa Seck</p>	<p>Chief Statistician UN Women</p>
<p>UN Women Ms. Ginette Azcona</p>	<p>Research and Data Specialist UN Women</p>
<p>UNDP Mr. Milorad Kovacevic</p>	<p>Chief Statistician Human Development Report Office UNDP</p>
<p>WIEGO Ms. Joann Vanek</p>	<p>Director, Statistics Programme Women in Informal Employment: Globalizing and Organizing (WIEGO)</p>
<p>World Bank Ms. Masako Hiraga</p>	<p>Senior Statistician World Bank</p>
<p>World Bank Ms. Eliana Rubiano Matulevich</p>	<p>Economist World Bank</p>
<p>UNSD Ms. Keiko Osaki Tomita</p>	<p>Chief, Demographic and Social Statistics Branch United Nations Statistics Division (UNSD) Department of Economic and Social Affairs (DESA) United Nations</p>
<p>UNSD Ms. Francesca Grum</p>	<p>Chief, Social and Housing Statistics Section Demographic and Social Statistics Branch United Nations Statistics Division (UNSD) Department of Economic and Social Affairs (DESA) United Nations</p>

UNSD Mr. Ralf Becker	Chief, Industrial and Energy Statistics Section Environment and Energy Statistics Branch United Nations Statistics Division (UNSD) Department of Economic and Social Affairs (DESA) United Nations
UNSD Ms. Haoyi Chen	Statistician Social and Housing Statistics Section, Demographic and Social Statistics Branch United Nations Statistics Division (UNSD) Department of Economic and Social Affairs (DESA) United Nations
UNSD Ms. Harumi Shibata Salazar	Statistician Social and Housing Statistics Section, Demographic and Social Statistics Branch United Nations Statistics Division (UNSD) Department of Economic and Social Affairs (DESA) United Nations

Annex 2: Agenda

DAY 1: 28 June 2016	
TIME	TOPIC
9:00 – 9:30	Registration
9:30 – 10:00	Opening Session <ul style="list-style-type: none"> • Opening remarks (UNSD) • Introduction/Objectives of the meeting and logistics (UNSD)
10:00 – 11:00	Session 1: ICATUS- History and background information <p>This session will provide background information on the development of ICATUS from its first draft format prepared by UNSD in 1997, to the <i>trial</i> version published in the <i>2005 Guidelines to Producing Statistics on Time Use: measuring paid unpaid work</i>, 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.</p> <p>Chair: UNSD (Ms. Keiko Osaki Tomita)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 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 <p>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.</p> <p>Chair: UNSD (Ms. Francesca Grum)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 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)

	<ol style="list-style-type: none"> 3. ICATUS and the importance of measuring all forms of work including household provision of services for income <ol style="list-style-type: none"> 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	<p>Session 3: Decision b- Care work</p> <p>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.</p> <p>Chair: UN Women (Mr. Papa Seck)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 1. ICATUS 2016 (UNSD) 2. Time use data on care work: What is collected by countries; What is needed; and Relevance of ICATUS 2016 <ol style="list-style-type: none"> 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) <p>Recap of decisions for Day 1 (UNSD)</p>
18:00 – 19:00	UNSD Reception in DC2-building
DAY 2: 29 June 2016	
TIME	TOPIC
10:00 – 11:30	<p>Session 4: Decision c- Volunteering</p> <p>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.</p>

	<p>Chair: CDA (Ms. Indira Hirway)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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	<p>Session 5: Decision d- Personal activities</p> <p>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.</p> <p>Chair: ILO (Mr. David Hunter)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 1. ICATUS 2016 (UNSD) 2. Time use data on personal activities: What is collected by countries; What is needed; and Relevance of ICATUS 2016 <ol style="list-style-type: none"> 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	<p>Session 6: Decision e- Travel and using ICT</p> <p>This session will discuss some crosscutting aspects/activities used in ICATUS: travel (for work, for pleasure, etc.) and using ICT to perform an activity.</p> <p>Chair: World Bank (Ms. Masako Hiraga)</p> <p>Presentations:</p> <ol style="list-style-type: none"> 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

	<ul style="list-style-type: none"> a. Armenia (Ms. Diana Martirosova) b. Morocco (Ms. Sanaa Drissi el Bouzaidi) c. Tanzania (Ms. Ruth Minja) d. Thailand (Ms. Kanjana Phumale) <p>3. Discussion</p> <p>Recap of decisions for Day 2 (UNSD)</p>
DAY 3: 30 June 2016	
TIME	TOPIC
10:00 – 11:30	<p>Session 7: Other critical aspects of ICATUS 2016</p> <p>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.</p> <p>Chair: UNSD (Ms. Keiko Osaki-Tomita)</p> <p>Presentations:</p> <ul style="list-style-type: none"> 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	<p>Session 8: Summary of decisions and proposed changes</p> <p>This session will summarize the discussion of the previous sessions and present ICATUS as a whole, showing proposed changes</p> <p>Chair: UNSD (Ms. Keiko Osaki-Tomita)</p> <p>Presentations:</p> <ul style="list-style-type: none"> 1. ICATUS 2016-summary (UNSD) 2. Discussion (All)
13:00 – 15:00	Lunch Break
15:00 – 16:00	<p>Session 9: Conclusions, recommendations and next steps</p> <p>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.</p>
16:00	Closing