

**9th Meeting of the Advisory Expert Group on National Accounts,
8-10 September 2014, Washington DC**

Agenda item: 4.1

Compilation of manuals and handbooks

Introduction

An update on the progress made regarding the compilation of manuals, handbooks and guidance notes—initiated by the ISWGNA—to strengthen the statistical capacity for compiling national accounts, in accordance with the implementation programme for the 2008 SNA and supporting statistics.

Guidance on documentation provided

A document on the status of compilation of manuals and handbooks has been attached.

Main issues to be discussed

The AEG is requested to provide guidance on the compilation of manuals and handbooks.

**9th Meeting of the Advisory Expert Group on National Accounts,
8-10 September April 2014, Washington DC**

The compilation of manuals and handbooks

1. This note provides an update on the progress made regarding the compilation of manuals, handbooks and guidance notes—initiated by the ISWGNA—to strengthen the statistical capacity for compiling national accounts, in accordance with the implementation programme for the 2008 SNA and supporting statistics. The list comprises three categories i) completed publications, ii) publications in progress, and iii) planned publications. A short description of the publications in progress and planned publications is provided in this note.

a. Completed publications in 2013-2014

- (i) Handbook on Financial Production, Flows and Stocks in the System of National Accounts (UN/ECB)
Available at: <http://unstats.un.org/unsd/nationalaccount/docs/FinancialHB-wCover.pdf>
- (ii) The 2008 SNA – Concepts in Brief (World Bank)
Available at: <http://unstats.un.org/unsd/nationalaccount/docs/2008SNA-ConceptsBrief.pdf>
- (iii) International Recommendations for the Index of Industrial Production (Revised) (UNSD)
Available at: http://unstats.un.org/unsd/industry/iip_review.asp
- (iv) The 2008 SNA – Compilation in Brief (World Bank)
Available at: <http://unstats.un.org/unsd/nationalaccount/docs/2008SNA-CompilationBrief.pdf>
- (v) Guidelines on Integrated Economic Statistics (UNSD)
Available at: <http://unstats.un.org/unsd/nationalaccount/docs/IES-Guidelines-e.pdf>
- (vi) Glossary on Rapid estimates (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/statistics_explained/index.php/Category:Rapid_estimates_glossary
- (vii) Government Finance Statistics Manual 2014 (IMF)
Available at: <http://www.imf.org/external/np/sta/gfsm/>
- (viii) Balance of Payments and International Investment Position Compilation Guide (IMF)
<https://www.imf.org/external/pubs/ft/bop/2011/pdf/Guide.pdf>
- (ix) Manual on Measuring Research and Development in ESA 2010 (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/portal/page/portal/product_details/publication?p_product_code=KS-GQ-14-004
- (x) Handbook on quarterly national accounts (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/portal/page/portal/product_details/publication?p_product_code=KS-GQ-13-004

- (xi) Essential SNA: Building the Basics, 2013 edition (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/cache/ITY_OFFPUB/KS-RA-13-003/EN/KS-RA-13-003-EN.PDF
 - (xii) Manual on the Changes between the European System of National and Regional Accounts 1995 (ESA 95) and the European System of National and Regional Accounts 2010 (ESA 2010) (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/portal/page/portal/product_details/publication?p_product_code=KS-GQ-14-002
 - (xiii) Manual on Government Deficit and Debt, 2013 edition (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/cache/ITY_OFFPUB/KS-RA-13-001/EN/KS-RA-13-001-EN.PDF
 - (xiv) Manual on Regional Accounts Methods, 2013 edition (Eurostat)
Available at:
http://epp.eurostat.ec.europa.eu/cache/ITY_OFFPUB/KS-GQ-13-001/EN/KS-GQ-13-001-EN.PDF
- b. Publications in progress
- (i) Handbook on Rapid Estimates (Eurostat/UN)
 - (ii) Handbook on Cyclical Composite Indicators (Eurostat/UN)
 - (iii) Handbook on Tendency Surveys (UN)
 - (iv) Handbook on data template and metadata for short-term statistics (UN)
 - (v) Handbook on the compilation of Supply and Use tables and Input Output tables (UN)
 - (vi) Handbook on non-profit institutions in the SNA (update, UN)
 - (vii) Guide on measuring global production (Economic Commission for Europe (ECE))
 - (viii) Guide on statistical business registers (ECE)
 - (ix) (Revision to the) Methodological Guide for Developing Producer Price Indices for Services (OECD/Eurostat)
 - (x) Glossary on securitization (OECD)
 - (xi) Revised handbook on price and volume measures (Eurostat)
 - (xii) Manual on Goods Sent Abroad for Processing (Eurostat)
 - (xiii) Monetary and Financial Statistics Manual and Compilation Guide (IMF)
 - (xiv) Quarterly National Accounts Manual (update, IMF)
- c. Planned publications
- (i) Compilation Guide on Land Estimation (Eurostat and OECD)
 - (ii) External Debt Statistics: Guide for Compilers and Users (IMF)
 - (iii) Handbook on National Accounting of the Household Sector based on Integrated System of Surveys (UN)
 - (iv) Handbook on National Accounting Backcasting Methodology (UN)

2. The following paragraphs provide a short description of **publications in progress**.
3. (i)-(iv) *Guidance, best practices and harmonized principles to compile and report internationally comparable short-term statistics*: The United Nations Statistical Commission at its forty-second session considered an international programme of work on short-term economic statistics as part of a coordinated statistical response to the recent economic and financial crisis. The Commission amongst other things approved preparation of handbooks that provides guidance, best practices and harmonized principles to help countries compile and report internationally comparable short-term statistics. The guidelines are prepared by the technical expert groups under the aegis of an ad-hoc advisory expert group on short-term economic statistics (Canada, Netherlands, Russia, Eurostat and UNSD). The development of four handbooks are foreseen and it is expected that the first drafts of the handbook will be ready by the end of 2014 for further consultation and finalization; these are:
 4. *Handbook on Rapid Estimates (Eurostat/UN)*: This handbook intends to provide international statistical guidance based on best practices and harmonized principles for the compilation and reporting of rapid estimates. The handbook explains the different typologies of rapid estimates, their methodological background, their technical construction, their characteristics and their usefulness for different purposes. The handbook outlines practical and suitable compilation methods and issues, draws on a wide range of experience and expertise, and benefits from recent theoretical and practical developments in the area. The handbook is intended to assist compilers in producing rapid estimates of key short-term macroeconomic indicators in a comparable manner, using best international practices, to serve as reliable international comparisons of economic performance and behaviour. It is also intended to assist countries that plan to set up a more comprehensive system of estimates of key macroeconomic indicators by providing not only the methodological foundations for the compilation of rapid estimates, but also by giving practical guidance on individual steps and elements of the compilation process.
 5. *Handbook on Cyclical Composite Indicators (Eurostat/UN)*: There is no existing international statistical guidance that provides best practices and harmonized principles on the compilation and reporting of business cycle composite indicators. This handbook will address the standards for the compilation and presentation of business cycle composite indicators. It is intended for compilers and users of business cycle composite indicators. It draws on a wide range of experience and expertise, and outlines practical and suitable compilation methods and issues and benefits from recent theoretical and practical developments in the area. The handbook aims to assist compilers in producing the business cycle composite indicators that allow for reliable international comparisons of economic performance and behaviour and to assist countries that plan to set up a more comprehensive system of business cycle measures by providing practical guidance on individual steps and elements of the compilation process. Moreover, the handbook is intended to serve the needs of producers of short-term statistics and analytical users by making them aware of the statistical methods and techniques employed in the construction of composite indicators.
 6. *Handbook on Tendency Surveys (UN)*: The handbook builds and expands on the current guidelines of the European Commission and OECD on tendency surveys. The new handbook will expand the scope of the existing guidelines to include more economic sectors (e.g. agriculture, energy) and explicitly focus on the needs of developing countries in administering tendency surveys. It will draw on a wide range of experience and expertise, and outlines harmonization practices focusing in particular on the harmonization

of the list of questions by economic activity. The handbook will be used as a guide for the process of setting up sample survey operations, data processing and analysis. The handbook will also guide users on the applicability of tendency surveys with respect to macroeconomic situations and provide guidance for the dissemination of survey results. The handbook is intended to serve the needs of analytical users by making them aware of the statistical methods and techniques employed in tendency surveys and composite tendency indicators.

7. *Handbook on data template and metadata for short-term statistics (UN)*: This handbook describes the data template and associated metadata for short-term statistics which was elaborated during three seminars on short term statistics organized in Canada (2009), the Netherlands (2009) and the Russian Federation (2010). The handbook will provide methodological guidance on each indicator and explain its policy relevance and analytical uses. The handbook is intended for compilers and users of these indicators. It provides useful links to reference material for more in-depth expositions.

8. *Handbook on the compilation of Supply and Use tables and Input Output tables (UN)*: The preparation of this handbook started as a revision of the 1999 *UN Handbook of Input Output Table Compilation and Analysis* to: (i) take into account changes in the underlying international accounting standards (notably the 2008 SNA, BPM6) and classifications (e.g. ISIC Rev 4), (ii) to extend the scope of the Handbook to address environmental issues, and (iii) to provide practical compilation guidance for countries. This Handbook now focuses on the compilation steps for Supply and Use Tables as well as for Input-Output Tables. It builds on already existing material such as the Eurostat Manual of Supply, Use and Input-Output Tables 2008. An Editor was appointed and Editorial Board was created in 2013 to facilitate the drafting. It is expected that the draft of this Handbook will be circulated for Global consultation at the end of 2014, and will be submitted to the UN Statistical Commission in 2015.

9. *Handbook on non-profit institutions in the SNA (update, UN)*: This handbook is an update of the 2003 *UN Handbook on non-profit institutions in the SNA* to incorporate changes in the underlying international economic accounting standards (notably the 2008 SNA), classifications (ISIC Rev 4), and reflecting country practices. The Center for Civil Society Studies at Johns Hopkins University is assisting UNSD in the preparation of this Handbook. This will be accomplished by identifying how these new developments will affect each individual chapter and then summarizing what the revised handbook would look like as a result.

10. *Guide on Global Production (UNECE)*: The aim of this handbook is to provide guidance on the unresolved conceptual issues arising from the 2008 SNA and the sixth edition of the Balance of Payments and International Investment Position Manual in relation to global production and to provide further guidance on implementation aspects of these new global standards.

11. *Guide on Statistical Business Registers (UNECE)*: The need for international guidance or recommendations of good practices on statistical business registers has been raised on different occasions by countries participating in the Wiesbaden Group and in the meetings of the UNECE/Eurostat/OECD Group of Experts on Business Registers. The proposal to develop international guidelines was discussed at the Wiesbaden Group meeting in 2010 in Tallinn where it was supported by Eurostat and some of the participating countries. The Steering Group of the Wiesbaden Group at its meeting on 14 September 2011 supported the idea of developing international guidelines, taking existing relevant materials into account and targeting developed as well as developing economies.

The meeting of the Group of Experts on Business Registers on 14-15 September 2011 supported the development of a set of international guidelines on business registers.

12. The CES Bureau on its meeting in November 2011 established a Task Force to develop international guidelines on statistical business registers and agreed on the terms of reference. The Task Force, led by Statistics Austria, should present a final report to the CES plenary session in 2014 for endorsement, after consultation with countries and relevant organisations. The aim of this handbook is to provide guidance on issues concerning the creation and maintenance of statistical business registers, response burden, use of administrative data sources and the role of business registers in streamlining the statistical production processes. The handbook will be relevant for statistical systems that are both developed and developing.

13. (*Revision to the) Methodological Guide for Developing Producer Price Indices for Services (OECD)*): The aim of this guide is to aid countries in the development of producer price indices for business services—those services that are mainly aimed at uses other than household consumption. The guide is intended to complement the *PPI Manual*, which discusses index theory and provides general guidelines to be applied in different steps in the compilation of price indices. It will provide individual discussions on how many business services differ from “typical” products. Also, guidance on complex methods which are dependent on particular service industry and product, and used to achieve constant quality pricing is discussed.

14. *Glossary on securitization (OECD)*: In recognition of the variety of terms, concepts and related definitions, used in the area of securitisation, the OECD prepared a glossary of terms and definitions based on the available literature on securitisation, and, more particularly, on documents prepared for the 2010 OECD Workshop on Securitisation, held in Madrid. The glossary is the outcome of a small group of experts on securitisation, whose mandate was to agree on a final list of terms and a single definition for each of them, applicable to all OECD countries, and relevant for all users dealing with securitisation.

15. *Revised handbook on price and volume measures (Eurostat)*: This handbook aims to provide a complete discussion of the issues involved in measuring prices and volumes. The discussions ranges from the general principles to the deflation of individual goods and services. This handbook is an update of the *2001 handbook on price and volume measures* (based on ESA 95) bringing it into line with the new requirements of ESA 2010. It is fully consistent with the principles of ESA 2010, and is intended to elaborate that framework.

16. *Manual on Goods Sent Abroad for Processing (Eurostat)*: SNA 2008, ESA 2010 and BPM6 present a consistent conceptual approach for recording goods sent abroad for processing in national accounts and balance of payments. However, the collection and compilation of statistics in line with the new concept is not straight forward. The manual on goods sent abroad for processing sets out the conceptual change introduced in the above-mentioned systems and discusses the implementation issues facing national accounts compilers. It describes the sources and methods that can be used to compile data in line with the new standards, and gives Member States the guidance needed to compile data in a reliable and comparable way.

17. *Monetary and Financial Statistics Manual and Compilation Guide (IMF)*: Ten years from the publication of the IMF’s *Monetary and Financial Statistics Manual (MFSM)*, and three years from the publication of its companion the *Monetary and Financial Statistics Compilation Guide*, major developments, including the release of the

new *System of National Accounts* in 2008 and the *Balance of Payments and International Investment Position Manual*, sixth edition in 2009, make it an opportune time to update the methodology underpinning the compilation of monetary and financial statistics (MFS) and to revise the *MFSM*, as appropriate. As part of this process, the *MFSM* and the *Compilation Guide* would be merged in one single volume.

18. *Quarterly National Accounts Manual (IMF)*: The *Quarterly National Accounts (QNA) Manual* was published by the IMF's Statistics Department in 2001. The manual is aimed at compilers of QNA, and it is also of interest to advanced users of QNA data. The manual is focused primarily on the compilation of quarterly GDP. It discusses data sources for the compilation of GDP by the production approach, the expenditure approach, and the income approach. It provides guidance and recommendations on statistical techniques largely used in the QNA compilation process, such as benchmarking, seasonal adjustment and chain-linking. The manual is fully consistent with the System of National Accounts 1993 (1993 SNA). The IMF's Statistics Department intends to update the manual in light of the changes introduced with the 2008 SNA. In addition, the topics covered in the manual will be reviewed according to the most recent advances in the QNA methodology and best international practices. This updating work will benefit from the experience gathered by the IMF's Statistics Department through its technical assistance and training activities on the compilation of quarterly GDP in its member countries. A draft of the new version of the QNA manual is expected by the end of 2014.

19. The following paragraphs provide a short description of **planned publications**:

20. *Compilation Guide on Land Estimations (Eurostat and OECD)*: The primary purpose of the compilation guide is to provide guidance for compiling estimates of land on the balance sheet. Land is an important component of a nation's wealth and the wealth of households but many countries currently do not value land on the balance sheet. One of the major difficulties in valuing land is that the valuation is often comingled with the valuation of dwellings and other building and structures that exit on the land. The aim of the guide is to provide practical guidance on a wide range of issues related to land (e.g. classification, data sources, and estimation methods).

21. *External Debt Statistics: Guide for Compilers and Users (IMF)*: The 2013 External Debt Statistics: Guide for Compilers and Users (2013 EDS Guide) provides comprehensive guidance for measurement, compilation, analytical use, and presentation of external debt statistics. The 2013 EDS Guide has been prepared under the joint responsibility of the nine organizations of the Inter-Agency Task Force on Finance Statistics (TFFS). This guide updates the 2003 EDS Guide to address the changes introduced by BPM6. See <http://www.tffs.org/edsguide.htm>.

22. *Handbook on National Accounting of the Household Sector based on Integrated System of Surveys (UN)*: This handbook intends to provide guidelines for the compilation of National Accounting for the Household Sector based on an integrated system of surveys aimed at making an efficient use of resources and data collection tools. Key elements of an integrated system of surveys are the use of common registers, classifications and data validation, editing and processing methods which facilitate the compilation of National Accounting for the Household Sector.

23. *Handbook on National Accounting Backcasting Methodology (UN)*: In response to the lack of consolidated international guidance on backcasting, UNSD is developing a handbook on the methodology and process of backcasting with country case studies.