

Suggested format for the Task Team Progress Reports to the GWG Meeting on 19 October, 2015

Preamble

The ABS was asked at the 31 August, 2015 Coordination Task Team meeting to prepare a draft format for Task Team chairs to report on progress and evaluation of the work of the Task Teams.

It has been suggested that the report be forward looking.

Suggested format

According to the latest agenda, the total time slot allocated for this Session is 2.5 hours including morning tea break. Allowing 30 minutes for morning tea, and with 8 task teams to report back, some 17 minutes, including questions and answers, can be allocated for each Task Team report.

It is suggested each Task Team chair to aim at preparing their talks for not longer than 15 minutes, ie 5 to 6 slides maximum.

As there is not a lot of time, it is suggested that the reports be focused on the strategic and forward looking issues.

Here are some proposed ideas:

1. An overview on the pilot projects be provided. Rather to give a blow by blow report of every project, it is proposed to give an overview by clusters of projects, and draw out the relationship between them
 - a. In the case of the Satellite Imagery etc. project, this could be in the form of three clusters: Stocktake of sources; Methodology; Applications.
2. (Where time permits) What were the challenges faced by the projects?
3. What are expected to be produced by end 2015; and what are expected to be produced by 2016?
4. What is the Task Force leader's vision for their teams, and how does it contribute to the SDGs?
5. Any concluding remarks

Siu-Ming Tam

Australian Bureau of Statistics

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