PEER REVIEW REPORT

ON COMPLIANCE WITH THE CODE OF PRACTICE AND
THE COORDINATION ROLE OF THE NATIONAL STATISTICAL INSTITUTE

PORTUGAL

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1. EXECUTIVE SUMMARY

Statistics Portugal is the main producer of official statistics in the country. Together with the Statistical Council and other public institutions, Statistics Portugal forms the National Statistical System (NSS). From the documents examined and the peer review visit, it is clear that Statistics Portugal enjoys a high level of trust and that its independence and impartiality are recognised and unchallenged.

The Statistical Council (SC) is the state entity which presides over and coordinates the NSS. In addition to the national statistical producers, SC members include major users and interest groups. The powers of the SC and its sub-structures are widely spread. Considering also the powers of the Board of Statistics Portugal there is a mixture of responsibilities. These are usually divided between two or three distinct governance bodies to avoid conflicts of interest. Therefore, the Peer Review team recommends an exclusive coordination body for national official statistical producers. A reorganisation of the SC with its sub-structures is necessary, including a reallocation of powers and a rebalancing of membership, to strengthen the Portuguese national statistical system as a whole.

Statistics Portugal has a mandate to access administrative data; it should be involved in the design of administrative datasets by the data owners. Although developments concerning the implementation of these rights are generally positive, Statistics Portugal is not always successful in accessing administrative data due to a lack of cooperation by data owners. Accordingly, amendments to the legislation would be helpful to further accelerate the process.

Official national statistical production directly relies on the annual work programme, which includes the activities of Statistics Portugal and the other national authorities producing statistics. Although the programme is prepared as scheduled by Statistics Portugal and the Statistical Council committees involved, approval by the responsible ministry is substantially delayed. Since 2011, approval has taken place in the current financial year, if not later. Consequently, Statistics Portugal had no autonomy with regard to budget execution. The provisional budget allocated at the beginning of the respective years covered only 75% of the planned costs. Therefore, there are some recommendations about the budget procedures.

The number of permanent staff at Statistics Portugal has substantially declined over the last few years. Applying for vacant positions is restricted in most cases to members of the public administration — a constraint which hugely impacts finding staff with adequate competences in statistical production. Furthermore, Statistics Portugal competes with other administrations that offer better career opportunities. To secure the performance of Statistics Portugal in the coming years, more open recruitment is needed. This should be done according to an approved annual work programme and the five-year strategy and not on a case-by-case basis.

Statistics Portugal's quality work is guided by its Statistical Production Processes Handbook, which identifies and systematically documents all the phases, processes and sub-processes of statistical production. Although the handbook is relatively overarching, elements related to recent developments are missing, and some updates are necessary.

Statistics Portugal's customer face is its website. There is room for improvement concerning its user-friendliness, accessibility, and release calendar, as well as the further integration of content and the visibility of Statistics Portugal and the NSS.

Finally, the Peer Review team identified an innovative practice of Statistics Portugal that could benefit the European Statistical System: the Integrated Survey Management System (SIGINQ).

The Peer Review team recognises the high level of compliance of Statistics Portugal with the principles of the European statistics Code of Practice on the basis of the very detailed documentation supplied and the information provided by Statistics Portugal and all other participants during the peer review visit. Nevertheless, the Peer Reviewers have identified some issues where further improvements should be undertaken to enhance compliance with the CoP, falling under the broad themes below. The Peer Review team acknowledges that some of these broad themes echo those already identified by Statistics Portugal and made public in its quality objectives and elsewhere.

RECOMMENDATIONS

Actors within the National Statistical System

1. The responsible Portuguese authorities should amend the statistical legislation creating a coordination body for the producers of national official statistics. (Coordination)

2. The responsible Portuguese authorities should amend the powers of the Statistical Council, its Chairmanship and the composition of its members, especially in the context of the proposed new coordination body. (European statistics Code of Practice, indicator 1.4, coordination)

3. The responsible Portuguese authorities should amend the Law on the National Statistical System to strengthen the right of Statistics Portugal to access administrative data and to make explicit the obligation of data owners to provide these data on demand for statistical purposes. (European statistics Code of Practice, indicator 2.2.)

4. The responsible Portuguese authorities should amend the Law on the National Statistical System to make explicit the right of Statistics Portugal to be involved in the design and revision of any administrative data system in the public sector in order to make administrative data more suitable for statistical purposes and to monitor their quality. (European statistics Code of Practice, indicators 8.7, 8.8 and 8.9.)

Resources and planning

5. The responsible Portuguese authorities should approve the annual work programme of official statistics before the beginning of the year, consistent with approved budget allocations. (European statistics Code of Practice, indicators 1.5, 3.1 and 11.2.)

6. The responsible Portuguese authorities should take measures to ensure that amendments to the law explicitly specify a default option if either the annual work programme or the budget is not approved by 1 January of the respective year. (European statistics Code of Practice, indicators 1.5, 3.1 and 11.2.)

7. The responsible Portuguese authorities should ensure that, without well-founded economic justifications, no further cuts beyond those already introduced as of 2014 are made. (European statistics Code of Practice, indicators 3.1 and 10.1.)

8. The responsible Portuguese authorities should allow open recruitment for special statistical competencies related to the annual work programme and the five-year strategy, in order to secure a better-balanced age structure of staff. (European statistics Code of Practice, indicators 3.1, 7.5 and 10.1.)

9. Statistics Portugal should approve an information technology development strategy consistent with the forthcoming five-year strategy. (European statistics Code of Practice, indicators 3.1 and 10.2.)

Quality documentation and audits

10. Statistics Portugal should enhance the content and frequency of updates of the Statistical Production Processes Handbook and other reference documentation while further aligning with the Generic Statistical Business Process Model. These documents should include detailed information on administrative data processing and quality checks, with requirements for monitoring internal coherence, as well as instructions on sampling and non-sampling errors. (European statistics Code of Practice, Principles 4, 8 and 14 and indicators 7.1, 7.2, 12.1 and 12.2.)

11. Statistics Portugal should develop guidelines for testing and validating statistical questionnaires. (European statistics Code of Practice, indicators 4.2 and 8.2.)

12. Statistics Portugal should make available standard quality reports linked to data and metadata for statistical domains. (European statistics Code of Practice, Principle 4 and indicators 15.5, 15.6 and 15.7.)

13. Statistics Portugal should re-establish annual internal quality auditing. (European statistics Code of Practice, Principle 4.)

Dissemination and related topics

14. Statistics Portugal should further improve its website to achieve better user-friendliness, in particular with respect to navigation, data presentation and handling. (European statistics Code of Practice, indicators 15.1 and 15.2.)

15. Statistics Portugal should further improve the English version of its website to avoid a mix of languages, in particular in those parts of the website that are mostly accessed by foreign users. (European statistics Code of Practice, Principle 15.)

16. Statistics Portugal should produce guidelines to promote statistical literacy in society as a way of better satisfying users' needs through more understandable statistical information. (European statistics Code of Practice, Principles 11 and 15.)

17. Statistics Portugal should promote the creation of a portal for the National Statistical System which should include at least basic institutional and statistical information and provide links to the websites of all national statistical authorities. (European statistics Code of Practice, Principle 15, coordination)

18. All national statistical authorities should re-examine their policy for privileged access to press and data releases. They should ensure that individuals, not entities, are clearly identified; that strict safety conditions are in practice; that exceptions to the equal access are made public; and that there is regular, in-depth monitoring of the appropriate use of privileged access granted. (European statistics Code of Practice, indicator 6.7.)

19. Statistics Portugal should redesign major aspects related to the release calendars (press and data release) in order to increase user-friendliness. Release dates and the timing of the releases, in particular data releases, should be carefully reconsidered. (European statistics Code of Practice, indicators 6.5 and 13.2.)

20. Statistics Portugal should publish on its website a list of datasets and analyses produced as a result of customised requests. (European statistics Code of Practice, indicator 15.3.)

21. Statistics Portugal should take the necessary actions with the Other National Authorities to ensure that all microdata can be accessed in Statistics Portugal. (European statistics Code of Practice, indicator 15.4, coordination)

22. Statistics Portugal should make the list of microdata that can be accessed by researchers more visible on its website. (European statistics Code of Practice, indicator 15.2.)

23. Statistics Portugal should enhance the procedures to control the appropriate use of microdata by researchers according to the declaration of confidentiality. (European statistics Code of Practice, indicator 5.6.)

24. Statistics Portugal should make a proposal to the responsible authorities in order to make the linking of different datasets possible (surveys and administrative registers) both at business and household level, thereby facilitating accessibility by researchers. (European statistics Code of Practice, indicator 9.6.)

2. INTRODUCTION

This peer review report is part of a series of assessments, the objective of which is to evaluate the extent to which National Statistical Institutes (NSIs) and the European Statistical System (ESS)[1] comply with the European statistics Code of Practice (CoP).

The CoP, which sets out a common quality framework for the ESS, was first adopted in 2005 by the Statistical Programme Committee and updated in 2011 by its successor, the European Statistical System Committee. The CoP — 15 principles and related indicators of good practice — covers the institutional environment, the statistical production process and the output of European statistics. The ESS is committed to fully complying with the CoP and is working towards its full implementation. Periodic assessments review progress towards reaching this goal.

The first global assessment, a round of peer reviews in 2006–2008, explored how the NSIs and Eurostat were progressing in implementing the parts of the CoP relating to the institutional environment and dissemination of statistics (principles 1–6 and 15). This resulted in reports for each NSI and Eurostat, available on the Eurostat website[2]. These reports also include a set of improvement actions covering all the principles of the CoP; these informed the annual monitoring of the implementation of the CoP in the ESS in the period 2009-2013.

The scope of this second round of peer reviews is broader: the assessment of CoP compliance covers all principles; the CoP compliance of selected other national producers of European statistics (as well as the NSI) in each country is assessed; and the way in which statistical authorities coordinate the production and dissemination of European statistics within their statistical systems is explored.

It should be underlined that there is a fundamental difference between the reports in the previous round of peer reviews conducted in 2006–2008 and the reports from this round. In the 2006-2008 round compliance with principles 1 to 6 and 15 of the CoP was assessed by means of a four-level scale (fully met; largely met; partly met and not met) and improvement actions were agreed on all 15 principles. After five years of continuous development most of the improvement actions have been implemented and significant progress towards full compliance with the CoP has been made. Therefore, rather than stating the state of play for all principles of the CoP, the reports from the 2013–2015 round mainly focus on issues where full compliance with the CoP has not been found or further improvements are recommended by the Peer Review team.

In order to gain an independent view, the peer review exercise has been externalised and an audit-like approach, where all the answers to the self-assessment questionnaires have to be supported by evidence, has been applied. As in 2006–2008, all EU Member States, the EFTA/EEA countries and Eurostat are subject to a peer review.

Each peer review in the Member States and EFTA/EEA countries is conducted by three reviewers and has four phases: completion of self-assessment questionnaires by a country; their assessment by Peer Reviewers; a peer review visit; and the preparation of reports on the outcomes. The peer

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[1] The ESS is the partnership between the Union statistical authority, which is the Commission (Eurostat), the national statistical institutes (NSIs) and other national authorities responsible in each Member State for the development, production and dissemination of European statistics. This Partnership also includes the EFTA /EEA countries.
[2] http://ec.europa.eu/eurostat/web/quality/first-round-of-peer-reviews

review of Eurostat has been conducted by the European Statistical Governance Advisory Board (ESGAB).

To test and complete the methodology, it was piloted in two countries, Iceland and Slovakia, over the summer of 2013.

The peer review of Portugal was conducted by Ulrike Rockmann (chair), Rimantas Juozas Vaicenavičius and Jaume Garcia Villar, who conducted a peer review visit to Lisbon on 26 - 30 January 2015. The programme of the visit is in Annex A and the list of participants in Annex B.

This report focuses on compliance with the CoP and the coordination of European statistics within the Portuguese statistical system. The report highlights some of the strengths of Statistics Portugal in these contexts and contains recommendations for improvement. Improvement actions developed by Statistics Portugal on the basis of this report will be published within the four-week period starting when the final report is sent to the NSI.

3. BRIEF DESCRIPTION OF THE NATIONAL STATISTICAL SYSTEM

Law no. 22/2008 (13 May 2008) of the National Statistical System defines the general basis of the National Statistical System (NSS) of Portugal (hereafter called Statistical Law). It stipulates that the NSS is composed of the Statistical Council (SC), Statistics Portugal, Banco de Portugal, and the regional statistical services of the autonomous regions of the Acores (SREA) and Madeira (DREM) (Statistical Law, Article 3). Currently, five further institutions are directly involved in the production of official statistics and therefore are members of the NSS. All NSS members are subject to the Statistical Law, the related legislation and the Personal Data Protection Law (Law no. 67/98 26 October 1998).

The Statistical Council

The Statistical Council (SC) is the state entity that presides over, guides and coordinates the NSS (Statistical Law, Article 3(2)). It was established to provide room for the debate between producers and users of official statistics and especially to ensure the reliability of the NSS. The SC is chaired by the member of government responsible for Statistics Portugal, at present the Secretary of State for Administrative Modernisation. The Director General (DG) of Statistics Portugal acts as the Vice-Chairperson of the SC.

The 28 SC members are representatives of Statistics Portugal, all other national authorities producing European and national statistics, Banco de Portugal, public services (being major users), employers' confederations, union confederations, association of municipalities, the Consumer Protection Association, universities, the Data Protection Authority, and five persons of recognised scientific merit and independence. The members are appointed for three years by a decision of the Prime Minister, upon proposal by the ministers of the represented ministries, the DG of Statistics Portugal and the Council of Portuguese University Rectors. The SC has five standing sections on overarching topics and on specific statistical areas. Ad-hoc sections can be established. Currently there is one ad-hoc section dedicated to the revision of the Statistical Law. These sections may also set up their own task forces, working groups and technical groups.

Other National Authorities

Other National Authorities producing European statistics (ONAs) are the Directorate General of Education and Science Statistics of the Ministry of Education and Science (DGEEC/MEC); the Directorate General for Energy and Geology of the Ministry of Environment, Spatial Planning and Energy (DGEG/MAOTE); the General Directorate of Natural Resources, Marine Resources and Safety Services of the Ministry of Agriculture and Sea (DGRM/MAM); and the Department for Strategic Studies of the Ministry of Economy (GEE/ME) (Statistical Law, Article 24). The Directorate General for Justice Policy of the Ministry of Justice (DGPJ/MJ) is also a part of the NSS but does not produce European statistics since there are no European statistics in this area currently.

Statistics Portugal coordinates and supervises the ONAs by means of protocols in which the responsibilities and commitments of both Statistics Portugal and the ONAs are specified, as well as programming and monitoring procedures and the tools by which the protocols are implemented. It includes monitoring compliance with the CoP as well as with other policies that Statistics Portugal applies. These entities are so-called delegated producers (Statistical Law, Article 3(e)). With regard to currently existing ONAs, the term "delegation" is misleading, insofar as the tasks were never undertaken by Statistics Portugal but always by the ONAs. But in general, statistical production can be delegated from Statistics Portugal to other institutions. The agreed and signed delegation protocols are approved by the responsible ministers. Such delegation can be withdrawn if protocols are not followed (Article 24(1), Decree Law Article 7(4)).

Statistics Portugal

Statistics Portugal is the central institution producing and disseminating official statistics and ensuring the supervision, technical and scientific coordination of the NSS (Statistical Law, Article 3). Decree-Law no. 136/2012 defines the organic structure of Statistics Portugal as a public institution. Statistics Portugal's mission is the production and dissemination of high-quality statistics relevant for society as a whole in an effective, efficient and independent manner (Statistical Law, Articles 5 and 7). It has full "technical and professional independence", meaning it has sole responsibility for defining statistical methods, standards and procedures, as well as the content, type and timing of data releases (Organic Law of Statistics Portugal Decree-Law no. 136/2012, Article 3(1)). Statistics Portugal prepares and implements an annual work programme that includes also the statistical activities of the ONAs.

Appointment of the Board of Statistics Portugal

Statistics Portugal is headed by a Board composed of the DG and two Vice-DGs. As stated in the procedures, the members of the Board are chosen by an open selection procedure depending on professional criteria from among applicants of recognised standing, independence, management ability and experience as well as suitable statistical and economic knowledge (Decree-Law no. 5/2012, 17 January 2012). The five-year contracts are renewable once without an open selection procedure as in all Portuguese public administrations. The members of the Board act independently in fulfilling their official statistical tasks (Decree-Law no. 136/2012, Article 9(1)).

Organisational structure of Statistics Portugal

Statistics Portugal has its headquarter in Lisbon, while regional offices are established in Porto, Coimbra, Évora and Faro. As at December 2014, 636 staff members (full-time equivalents) worked for Statistics Portugal, of whom 153 work in regional offices. 54% of the staff have a scientific university degree (Master, pre-Bologna equivalent) or higher. The average age recently reached 50, while 100 staff members are 60 or older. In addition, a total of about 350-400 interviewers are allocated to fieldwork if needed. Statistics Portugal is set up in three hierarchical levels (Executive Order no. 423/2012, 28 December 2012): the Board, 7 departments and 32 units, which are further divided into sections. The Secretariat of the SC is an organic part of Statistics Portugal and reports to the President of the Board. Statistics Portugal is financed by the state budget integrated into the government programme of the Prime Minister's office. In 2014, budget expenditure was €30.3 million. For human resources policy and administrative matters, Statistics Portugal reports to the Secretary of State for Administrative Modernisation.

The offices of the autonomous regions of Madeira and Acores act as central bodies for regional statistics and as part of Statistics Portugal for national statistics. In the case of national statistics, staff work under the technical and scientific supervision and coordination of Statistics Portugal.

4. COMPLIANCE WITH THE CODE OF PRACTICE AND THE COORDINATION ROLE WITHIN THE NATIONAL STATISTICAL SYSTEM

This section summarises the Peer Reviewers' views on the extent of CoP compliance and the nature and effectiveness of coordination within the NSS. It first summarises Statistics Portugal's strengths in these respects (4.1), and then explores specific issues, including making recommendations that the Peer Reviewers consider would strengthen compliance with the CoP (4.2).

4.1 STRENGTHS OF THE NATIONAL STATISTICAL INSTITUTE IN RELATION TO ITS COMPLIANCE WITH THE CODE OF PRACTICE AND TO ITS COORDINATION ROLE

Statistics Portugal plays a central role as the main producer of official and European statistics in Portugal. Discussions with staff, ministries, researchers and other stakeholders show that Statistics Portugal enjoys a high level of trust; its independence and impartiality are recognised and unchallenged. (European statistics Code of Practice, Principle 6)

Statistical legislation provides a strong legal mandate to all producers of official statistics by stipulating that statistics "shall be produced with technical independence" whereas "technical independence shall mean the sole responsibility for defining statistical methods, standards and procedures, as well as the content, type and timing of data releases" (Statistical Law, Articles 5(1) and 5(2)). Furthermore, it is stated that Portuguese official statistics should comply with national and international quality standards (Statistical Law, Article 7) and that Statistics Portugal "shall carry out its activities with neutrality, objectivity, impartiality, confidentiality and transparency, in accordance with national and European legislation" (Decree-Law no. 136/2012, Article 3). (European statistics Code of Practice, indicators 1.1, 5.1, and 7.1)

Statistics Portugal is mandated to use administrative records for the purposes of compiling statistics. Administrative data owners have to provide the data free of charge. Agreements with most of the owners are in place. All surveys are mandatory and get a high response rate, usually over 90% for business surveys and 75% for household surveys. In the case of non-response, there is a system of legal sanctions in place. Statistical Law (Article 4(4)) guarantees confidentiality of data as well as informing the respondents about the purposes of the data collection. All staff members and interviewers of Statistics Portugal have signed a confidentiality commitment. (European statistics Code of Practice, Principle 2 and indicators 5.1, 5.2 and 5.3.)

Statistics Portugal launched a systematic quality approach in 1996 with the decision to implement a Quality Management System. Nowadays, the quality charter states Statistics Portugal's mission, vision and values, and is aligned with the CoP. The three main objectives are to continuously improve the quality of the products, the services rendered to customers, and the work and inter-departmental relations at all levels of the organisation. The SC, its standing committees and its working groups offer a good opportunity to focus on user needs and response burden issues and provides fora for discussion with members of the scientific community. (European statistics Code of Practice, indicators 4.1, 7.7 and 11.1.)

Microdata access for researchers is supported by a special arrangement with the Research Council. Researchers receive the microdata free of charge in safe centres and as scientific use files. In return, ten scholarships are provided to Statistics Portugal. Besides Statistics Portugal, all ONAs provide official statistics microdata from their areas of responsibility to researchers even though the current practice needs to be further improved. (European statistics Code of Practice, indicator 15.4.)

Statistics Portugal is managed in an open corporative culture. The staff met by the Peer Review team showed high involvement and dedication. The share of staff with a scientific university degree (Master or equivalent) or higher is 54%.

Statistics Portugal views coordination as a high priority. All other national statistical authorities — only four of them produce European statistics — participated in the peer review. On the basis of evidence presented to the Peer Review team, there is a good understanding and a satisfactory level of compliance with the CoP. In relation to all other national authorities, the coordination role is set by means of a published bi-lateral protocol, in which the responsibilities and commitments of both Statistics Portugal and the other authorities are specified. The protocol obliges the authorities to implement the CoP and allows Statistics Portugal to monitor developments. (Coordination)

The Peer Review team identified the Integrated Survey Management System (SIGINQ), developed by Statistics Portugal, as an innovative practice. The system integrates the main components of the production process: collection, validation/editing, analysis and dissemination of data for business and social surveys. The system manages the registers as well as the sample surveys' target and frame populations and samples. The dynamic and centralised repository of sampling frames and samples allows measuring of the statistical burden and improves the sample design. All data collection processes are implemented and controlled. Different sets of response forms/questionnaires are offered. The cleaning of data records is prepared according to quality control procedures to make statistical results transferable to the internal data-warehouse and available for dissemination. The infrastructure for telephone interviews, the support to data providers and interviewer management are integrated. By integrating all these process steps in a consistent, efficient system, a cross-statistics harmonisation is possible, the response burden is reduced, and duplication of work is avoided. (European statistics Code of Practice, indicators 5.5, 7.3, 8.4 and 9.2.)

4.2 ISSUES AND RECOMMENDATIONS

The recommendations are grouped in four themes. The first group (Section 4.2.1) deals with the different roles and related responsibilities of the participants in the NSS with regard to the production of European statistics. The second theme consists of the budget procedures and the availability of human resources (Section 4.2.2). The third group focuses on documentation of the processes and notably the quality procedures (Section 4.2.3). Finally, an assessment of some dissemination issues is presented (Section 4.2.4).

4.2.1 ACTORS WITHIN THE NATIONAL STATISTICAL SYSTEM

Within the NSS, it is of general importance that the responsibilities are clearly defined and assigned without any overlap, tasks can be carried out as allocated, and bodies are composed related to their responsibilities. The Peer Review team identified issues of concern in the structure of the governance bodies and in administrative procedures.

4.2.1.1 GOVERNANCE BODIES OF THE NATIONAL STATISTICAL SYSTEM

The Statistical Law defines the structure of the NSS by enumerating the members and the bodies (Statistical Law, Article 3). It identifies two actors in the field of coordination: the Statistical Council (SC) and Statistics Portugal. The SC should "oversee[s] and coordinate[s] the NSS" (Article 3(2)). Statistics Portugal should "coordinate technical and scientific matters within the NSS" (Article 3(3)).

Although the assignment of responsibilities seems to be clear at first glance, the list of SC powers, provided in Article 13 of the Statistical Law, blurs the situation. Amongst others, the SC has to

- "define and approve the general guidelines of official statistical activity and relevant priorities" (Article. 13 (a));

- "approve technical statistical coordination instruments of mandatory use in the production of official statistics" (Article. 13 (c));

- "approve and lay down prior registration rules applied to the statistical questionnaires of statistical authorities and to other data collection devices that may be used for statistical purposes" (Article. 13 (d));

- "decide on proposals to release data subject to statistical confidentiality" (Article. 13, (e)).

Further, Decree-Law no. 136/2012, which defines the organic structure and functions of Statistics Portugal, stipulates in Article 7 that the Board of Statistics Portugal should guarantee that all producers within the NSS "apply in their statistical operations the methodologies, concepts, classifications and variables approved by the Statistical Council".

With the composition of SC members consisting of representatives of Statistics Portugal, all other national authorities producing European and national statistics, Banco de Portugal, public services (being major users), employers' confederations, union confederations, association of municipalities, the Consumer Protection Association, universities, the Data Protection Authority, and five persons of recognised scientific merit and independence, the question whether the SC's coordination tasks are assigned to the appropriate body arises. They could conflict with the responsibilities of the Board and therefore not be in line with indicator 1.4 of the CoP. Although, this has never happened because Statistics Portugal is the dominant actor in the SC and the other national authorities are bound by protocols to Statistics Portugal's policies, a potential risk exists that indicator 1.4 would not be complied with.

From the Peer Reviewers' perspective, the SC's powers must be amended. Two or three governance bodies with distinct powers would avoid conflicts of interest. One NSS body should be composed exclusively of all the national producers of official statistics and chaired by Statistics Portugal. This body should be in charge of coordination, the proposal for the NSS annual work programme (AWP) and the General Guidelines of Official Statistical Activity (hereafter called the five-year strategy), and other such matters.

Accordingly, the powers of the SC should be reviewed and the membership rebalanced for this new distribution of tasks. Compliance with the CoP, user requirements, response burden on information providers and opinions on several issues like the AWP, the five-year strategy, etc., remain relevant topics for the SC as an advisory body. Furthermore, establishing a standing committee for communication with the scientific community should be considered. In SC Deliberation no. 22 (2011), the development of a new chairmanship model for the SC is mentioned as one necessary activity for the SC. A chairman of recognised standing and independence could have a significant impact on ensuring the independence of the SC and enhancing its visibility. As a further outcome of this restructuring, the five-year strategy should be approved by the authorities responsible for the NSS budget.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

1. The responsible Portuguese authorities should amend the statistical legislation creating a coordination body for the producers of national official statistics. (Coordination)

2. The responsible Portuguese authorities should amend the powers of the Statistical Council, its Chairmanship and the composition of its members, especially in the context of the proposed new coordination body. (European statistics Code of Practice, indicator 1.4, coordination)

4.2.1.2 ACCESS TO ADMINISTRATIVE DATA

There is an explicit reference to the use of administrative data in the first of the core principles of the NSS established in the Statistical Law (Articles 4(1) and 4(2)) applicable to all statistical authorities. In particular, Article 4.2 of the law establishes the possibility of using administrative records by the national statistical authorities. It states "... for all purposes, the use of administrative records for official statistical purposes shall be considered one of the key objectives of their collection." This reference to the use of administrative data is explicitly mentioned in the four following lines of action (LAs) for Objective 1 of the five-year strategy 2013-2017 approved by the SC in Deliberation 31 on 24 October 2012.

LA2. To ensure intervention by statistical authorities from the inception of processes to design/revise administrative acts, so as to guarantee their use for statistical purposes.

LA3. To call the attention of entities under the State's direct and indirect administration holding administrative data to the importance of supplying these data for the production of official statistics and promote in those entities mechanisms to facilitate and develop the data utilisation process.

LA4. To trace and reinforce the use of administrative sources in the production of official statistics, so as to streamline allocated resources and reduce the burden on respondents.

LA5. To continue developing a new population and housing census model essentially focused on the use of administrative files.

Additionally, one of the efficiency objectives of Statistics Portugal for 2015, which appears in the AWP 2015 (Objective O6), refers to "intensify[ing] the contacts and studies for the appropriation of administrative data for statistical purposes ..."

This right of access by national authorities to administrative sources is also covered by European Statistical Law (Regulation no. 223/2009) which states that "in order to reduce the burden on respondents, the NSIs and other national authorities and the Commission (Eurostat) shall have access to administrative data sources, from within their respective public administrative system, to the extent that these data are necessary for the development, production and dissemination of European statistics".

Statistics Portugal has signed protocols with other public organisations and other owners of administrative data in order to assist and ensure data transmission for statistical purposes. But this approach is constrained by legal considerations of personal data protection and has considerably limited the transmission and use of individual data. Nevertheless, Statistics Portugal has managed to undertake several initiatives in recent years aimed at an increased usage of administrative data. In this context it is relevant to mention the protocol between Statistics

Portugal and the Portuguese Tax Authority and the Simplified Business Information protocol between Statistics Portugal, the Ministry of Justice, the Ministry of Finance and Banco de Portugal.

However, although the Statistical Law apparently covers sufficiently the accessibility of administrative data, attempts to access this data take place outside the legal act, since no formal procedure is in place. Statistics Portugal is not always successful in accessing administrative data because of the lack of cooperation from some data owners. Even in the context of existing protocols, there are still problems. Nevertheless in the Statistics Portugal 2013 report, the performance in accessing and using administrative data is explicitly mentioned for the following domains: Population Census; Transport; Housing and Construction; Agriculture, and Health/death causes. All in all it seems that there may be a need to make clearer the right of access of Statistics Portugal to administrative data, to make changes in other legislation according to the provisions of the statistical legislation and to emphasise the obligation of providing access by data owners.

In fact, these considerations are fully aligned with the principles of the CoP referring to the use of administrative data. In particular, Principle 2 requires a clear mandate to collect information for European statistics and this seems not to be fully respected given the practical difficulties found by Statistics Portugal. Indicator 8.8 establishes that agreements with owners of administrative data must reflect the shared commitment to use this type of information and there is an explicit reference also in indicator 9.4 to avoiding duplication and in indicator 10.3 to limiting recourse to direct surveys.

In that sense, to enhance compliance with the CoP, **the Peer Reviewers recommend that:**

3. **The responsible Portuguese authorities should amend the Law on the National Statistical System to strengthen the right of Statistics Portugal to access administrative data and to make explicit the obligation of data owners to provide these data on demand for statistical purposes. (European statistics Code of Practice, indicator 2.2.)**

4.2.1.3 INVOLVEMENT IN ADMINISTRATIVE DATA DESIGN

The use of administrative data, as a way of making the production of official statistics more cost-effective, not only requires accessibility, it also implies the use of appropriate statistical procedures in order to ensure the quality of European statistics as set out in Principle 8 of the CoP.

The Statistical Law makes some references to the possibility of the SC issuing "recommendations within the scope of the definition of statistical methodologies, concepts and nomenclatures for the use of administrative records to produce official statistics" (Article 13(h)), and to be consulted prior to the approval of draft decree-laws setting up statistical services or containing rules governing statistical activities (Article 14). But this consultation with the SC is not sufficient to fully comply with Principle 8 of the CoP (indicators 8.7, 8.8 and 8.9) and the above mentioned consultation has not been put in practice in some occasions.

Nowadays it is widely agreed that the statistical authorities, in this case Statistics Portugal, should be actively involved in the design of administrative data whenever these data are created or revised. Additionally, the commitment to continuously improve process and product quality expressed in Principle 4 of the CoP also applies to the use of administrative data when used to produce official statistics. The statistical authorities should cooperate with owners of the administrative data in assuring data quality as reflected in CoP indicator 8.9, making them aware of all issues related to the quality of their data and providing feedback about data quality while respecting confidentiality. All these aspects should be covered by written agreements made with

the owners of administrative data to set out their shared commitment to make these data suitable for statistical purposes (CoP, indicator 8.8).

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 4. The responsible Portuguese authorities should amend the Law on the National Statistical System to make explicit the right of Statistics Portugal to be involved in the design and revision of any administrative data system in the public sector in order to make administrative data more suitable for statistical purposes and to monitor their quality. (European statistics Code of Practice, indicators 8.7, 8.8 and 8.9.)

4.2.2 RESOURCES AND PLANNING

4.2.2.1 WORK PROGRAMME AND BUDGET

The significance of an annual work programme (AWP) is paramount according to Portuguese legislation. The importance of the AWP is underlined by Article 2 of Statistical Law, because the definition of official statistics itself directly relies on the content of the programme. This article stipulates that official statistics means the official information produced, as a rule, within the scope of implementation of the AWP of the NSS and the international organisations of which Portugal is a member, in compliance with national and international technical standards and fulfilling the principles set out in the same law. According to Article 13 of the same law, the SC has a duty "to appraise the plan and budget of the statistical activity of statistical authorities". According to Decree-Law no. 136/2012, Statistics Portugal produces official statistics and coordinates and supervises other entities producing national official statistics. The law does not empower either Statistics Portugal or its Board with any self-contained role in approving the AWP.

Against this background, the AWP is a central management tool. Statistics Portugal prepares and implements the AWP, which is available on its website (only in Portuguese). This includes activities produced by all other national authorities. This annual work programme is fully aligned with the five-year planning of the ESS. The five-year strategy and the European statistical programme 2013-2017 have the same planning horizon.

The SC's Standing Section of Coordination discusses and issues an opinion on the AWP and respective reports. It makes use of recommendations issued by other SC standing sections, in the various domains of the national statistical activity, and the actions taken by Statistics Portugal with respect to its coordination role. The opinion and any recommendations are passed on for consideration and judgement by the SC.

Completing the preparation process, the Presidency of the Council of Ministers approves the AWP, regrettably with substantial delays. While Statistics Portugal falls within the scope of indirect government of the state as part of the Presidency of the Council of Ministers, the approval of the AWP is delegated to the Secretary of State for Administrative Modernisation. The secretary of state approved AWPs on the following dates:

- AWP 2011 — 16 February 2011;
- AWP 2012 — 22 May 2012;
- AWP 2013 — 14 June 2013;
- AWP 2014 — 5 January 2015;
- AWP 2015 — not yet approved at the end of January 2015.

AWP 2014 stands out among all previous delays, because the programme was approved after the end of the year. Similarly to recent years, AWP 2015 was appraised by the SC in December of 2014, but had not yet been approved at the time of this peer review visit at the end of January 2015.

Notably, the SC in its decisions has never overtly drawn attention to the delays in the approval of the AWP. By contrast to delayed ministerial approvals, the SC provides its appraisals of the AWP in due time. Unlike the approval procedures, it is not the Presidency of the Council of Ministers but Statistics Portugal that produces and makes publicly available the Annual Report (only in Portuguese) which also reports on the statistical activities implemented by all other national authorities.

The Peer Review team was assured that the approval delays had not yet had a tangible impact on NSS activities. Even if the AWP is approved with delay or after the planning period, it is usually approved as appraised by the SC. Statistics Portugal indicated that the approval delays in recent years were caused by inadequate budget appropriations assigned in the initial annual budget. The Presidency of the Council of Ministers approved the AWP only after the necessary funding had been secured for Statistics Portugal.

The inadequately planned budgets for Statistics Portugal to implement the AWP with the subsequent need for budget increases during the year posed and are posing a risk to the implementation of European statistical activities. Although so far the funds have been assigned later during the year and the funding risks have not materialised, the fact that at the beginning of the year official statistics are both underfunded and operate without an approved AWP creates risk and uncertainty for the NSS and European statistics in general. There has been no observable improvement in this regard in 2015; AWP 2015 was not approved either in December, or in January. Importantly, CoP indicator 1.5 requires that statistical work programmes, not their drafts, are published. Indicator 3.1 requires that sufficient financial resources should be available to meet current statistical needs. Besides the financial and operational risks already mentioned, there is a legal risk related to the implementation of statistical activities as regards other stakeholders or respondents. Due to the proactive position of Statistics Portugal and the widely recognised importance of official statistics, legal risks have not materialised.

Statistics Portugal does not have an explicit budget allocation line in the state budget approved by Parliament. The funds are allocated to the Presidency of the Council of Ministers, which in turn distributes and adjusts funds to more than a dozen direct and indirect administrations under its responsibility. The lack of financial autonomy with regard to state budget execution may necessitate rescheduling statistical activities or postponing planned developments at short notice.

Given the tight budget during the financial crisis, Statistics Portugal's budget allocation from the state budget has been under severe pressure in recent years. The total annual budget including administrative expenses was €29.3 million in 2012 (excluding Census costs) and €30.3 million in 2013. Remarkably, the budget for 2015 is about €24 million, just 75% of what is required to implement AWP 2015.

Because budget reductions do not take place in the state budget directly but in the execution plan of the Presidency of the Council of Ministers, the underfunding of the AWP at the beginning of the year has gone largely unnoticed by the general public so far. Similarly to the previous year, there is practically no budget assigned for the last quarter of 2015. The European statistical programme cannot be implemented in Portugal without an upward revision of Statistics Portugal's budget expenditures.

Statistics Portugal has put substantial, constructive effort into managing this unstable budgetary history. Financial indicators have been made available publicly in the AWP and in the financial reports, and internally in an annual report of cost per activity/unit/accountant items. The Classification Activities System used in the management of Statistics Portugal provides information in a comprehensive manner for all statistical activities of the AWP as well as for horizontal activity process steps. This classification, by linking all Information Technology (IT) systems for planning and budgetary processes, allows the value for money created at every step of a statistical process to be seen.

Statistics Portugal needs to support the five-year strategy with adequate, credible budgetary planning processes for a comparable time period. The approval of the five-year strategy should be accompanied by a more reliable budgetary procedure. Setting Statistics Portugal's state budget allocation on a multiannual basis would lead to better targeted decision-making and resource allocation.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

5. **The responsible Portuguese authorities should approve the annual work programme of official statistics before the beginning of the year, consistent with approved budget allocations. (European statistics Code of Practice, indicators 1.5, 3.1 and 11.2.)**

6. **The responsible Portuguese authorities should take measures to ensure that amendments to the law explicitly specify a default option if either the annual work programme or the budget is not approved by 1 January of the respective year. (European statistics Code of Practice, indicators 1.5, 3.1 and 11.2.)**

7. **The responsible Portuguese authorities should ensure that, without well-founded economic justifications, no further cuts beyond those already introduced as of 2014 are made. (European statistics Code of Practice, indicators 3.1 and 10.1.)**

4.2.2.2 HUMAN RESOURCES

The number of total permanent staff at Statistics Portugal has decreased over the last few years: 705, 656 and 636 in 2012, 2013 and 2014, respectively, measured by full time equivalent per year. In addition, around 350-400 interviewers are contracted on a temporary basis. In the offices of Madeira and Acores, 59 full-time equivalents work for national statistics. In this regard, indicator 3.1 of the CoP, requiring that adequate staff resources are available both in magnitude and in quality to meet current statistical needs, places an apparent limit on the ongoing staff reduction process.

Over the last few years, vacant positions in Statistics Portugal have often been left empty because open recruitment is not allowed and there are no applicants with the required qualifications in the public sector (26 vacant positions as of 31 December 2014). Staff recruitment in Statistics Portugal has been suffering; the greatest difficulties were felt in recruiting more specialised staff. The artificial administrative constraints raise the question of whether CoP indicator 7.5, demanding that graduates in the relevant academic disciplines are recruited, can be implemented in full against this context. By contrast, the Peer Reviewers' meeting with young statisticians demonstrated that there is no lack of needed qualifications and dedication whenever recruiting outside the public sector.

The break-even point for rapid staff reduction might soon be reached unless appropriate policy action is taken. According to Statistics Portugal's internal assessment, the point is being

approached when the lack of adequate recruitment may compromise the implementation of the AWP in particular domains. In spite of the difficulties in recruitment, for the moment existent staff is considered sufficient to meet European and national needs at current quality levels. Further refinements and developments could, however, be at stake from now on, primarily in meeting new European needs.

The need for new recruits derives from activities included in the AWP, reflecting the needs of every subject matter unit affected. When a shortage of personnel in a unit is detected, the understaffed unit launches the recruitment procedure by asking for the Board's permission to recruit. If permission is granted, the unit informs the Human Resources Department of its needs, and skills and profile requirements. The limitation to newcomers from the public sector has been preventing the renewal of staff with relevant qualifications. Statistics Portugal has been experiencing severe difficulties in recruiting staff with specialised skills, as these are not available in the public administration. In the areas of statistical methodology or national accounts, finding experts in the public administration outside Statistics Portugal is unrealistic. Experience proves that the same applies to hiring specialists in the IT area.

Ongoing staff reductions and existing hiring limitations have created severe imbalances in the age structure of the staff. Among the 636 members at the end of 2014, 100 are in the 60-64 age bracket and 8 are 65 or older. Young statisticians who graduated a year or two ago, are nearly non-existent. Fewer than five employees are younger than 30. These staffing difficulties pose risks to the long-term development of European statistics in Portugal. With swift and appropriate action, these risks can be mitigated or even erased by properly replacing staff reaching retirement age.

The management of staff turnover and increasing the attractiveness of work have to be supported by appropriate staff appraisals and follow-up actions, as well as with fully fledged individual career plans. Though there is a staff appraisal system in place, appraisals do not always take place on time; moreover, there are many weaknesses in the process. Regrettably, mobility plans are not derived from staff appraisals. Even though training needs are identified during the evaluation, they are not automatically linked to a strategic training plan at Statistics Portugal. The Peer Review team was told that both evaluators and staff feel that the appraisal system is designed in a way that it makes difficult to use it as an effective management tool; therefore it tends to be considered as a useless routine.

A well-targeted career management system could mitigate human resource constraints. There are no career plans fully implemented in Statistics Portugal although inputs for their development arise from the annual staff performance evaluation system. It happens that even after mid-level managers have identified how to align staff development plans with a unit's needs, the follow-up actions are not properly incorporated into an institutional human resources development plan. Since recent years' budgetary constraints have frozen promotion, the relationship between training, career development and remuneration has weakened.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

8. **The responsible Portuguese authorities should allow open recruitment for special statistical competencies related to the annual work programme and the five-year strategy, in order to secure a better-balanced age structure of staff. (European statistics Code of Practice, indicators 3.1, 7.5 and 10.1.)**

4.2.2.3 INFORMATION TECHNOLOGY STRATEGY

In Statistics Portugal, the development of IT over the last decade seems to consistently follow the previous strategic course without detailed or approved long-term strategies. The five-year strategy for 2008-2012, though defining nearly 90 measures, did not contain any specific overarching objective, lines of action (LA), or measures directly and exclusively attributable to the integrated development of the IT system. The NSS situation assessment report for the years 2008-2011 addressing statistical authorities called for "sharing of technological and operational infrastructures, under review at European level". Reflecting the growing importance of IT, in the current five-year strategy for 2013-2017, IT development falls under LAs 6 and 7, which call for integration and innovation, respectively. One action is about pursuing a strategy of promoting system and infrastructure integration, while the other focuses on the fostering of development and innovation in information systems supporting the production of official statistics.

However, even against this background Statistics Portugal has been following an extremely consistent IT development strategy. All the statistical software has been and is produced in-house and hardware is owned by Statistics Portugal as well. Over the last decade, all IT integration efforts have focused on the SIGINQ system, by further expanding its coverage over closely related statistical processes. Statistics Portugal does not have an IT development strategy or any equivalent document. According to indicator 10.2 of the CoP the productivity potential of information and communications technology should be optimised for data collection, processing and dissemination. This optimisation requires consistent long-term strategies supported by predictable funding.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 9. **Statistics Portugal should approve an information technology development strategy consistent with the forthcoming five-year strategy. (European statistics Code of Practice, indicators 3.1 and 10.2.)**

4.2.3 QUALITY DOCUMENTATION AND AUDITS

Statistics Portugal has a long-standing quality policy. A systematic quality approach was started in 1996, when the Board decided to implement a Quality Management System. Since inception, the International Organization for Standardization (ISO) 9000 family norms have always been a reference for the Quality Management System. Statistics Portugal's Quality Charter, being in its 4th edition in 2014, manifests its public commitment to quality related to the production and dissemination of official statistics as well as to the various services provided both to respondents and users of statistical information. Though a very general document, the Quality Charter is fundamentally aligned with the CoP.

4.2.3.1 STATISTICAL PRODUCTION PROCESS HANDBOOK

Statistics Portugal's quality work is guided by the second version of the Statistical Production Processes Handbook (SPPH, 2010), which is relatively close to the Generic Statistical Business Process Model (GSBPM), especially in defining low-level sub-processes, even though the structure, definitions and the number of phases substantially differ. The SPPH identifies and systematically documents all the phases, processes and sub-processes that are encompassed in every statistical survey or statistical activity. It enables the identification of connections and linkages between related activities and allows a better and more effective functioning of the organisation. The

frequency of updating the SPPH is too low to take into account the dynamic developments of the statistical processes and of the GSBPM itself.

Though being rather similar at the sub-process level, the SPPH and the GSBPM treat the concepts of phases and processes differently. In the SPPH, the workflow is organised in four phases: (i) identification and description of the phases, processes and sub-processes of a survey/statistical activity; (ii) identification of the documentation to be produced within each process; (iii) identification of reference documents to be used in each process; (iv) the production process matrix, a summary of the production process at the level of task, identifying the responsibilities of each unit involved. All in all, the SPPH, which is available on Statistics Portugal's Intranet only in Portuguese, constitutes the reference for staff.

Statistics Portugal applies a fully documented approach by providing methodological documents and their revisions. Each survey or statistical activity is documented by a methodological document, according to the SPPH. The methodological documents follow a 2011 template using a standard structure, describing the used methodology and all the steps associated with the production of each statistical activity. This template is a reference for other producers of national statistics as well, as was stated in a SC deliberation of 2012. For each survey/statistical activity, the methodological document is publicly available on the Integrated Metadata System (SMI), Statistics Portugal portal's methodological documentation site. In addition, up-to-date correspondence tables and exploratory notes are available in the SMI.

Enhancing the content of the SPPH is crucial to improve the overall quality of statistical processes and their methodological documents. The current five-year-old version of the SPPH does not have sufficient reference guidelines on administrative data processing. These references are clearly needed in the conception phase and in feasibility studies. The SPPH does not give specific reference on how sampling and non-sampling errors should be handled. Finally, the SPPH should be enhanced with regard to how monitoring of internal coherence of statistical data should be dealt with.

The Peer Review team was informed that Statistics Portugal was looking for a way to improve the SMI, incorporating the quality reports associated with surveys/statistical activities. Currently, systematic quality reporting is not publicly available. The SMI consists of a repository of concepts, classifications, variables, data collection instruments and methodological documentation relating to statistical activities carried out in all NSS and disseminated data on Statistics Portugal's website. This information is publicly available in SMI on the website. The capture, production and dissemination of the reference metadata files for each survey/statistical activity are done by the SMI and the European Statistical System Metadata Handler at ESS level.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 10. **Statistics Portugal should enhance the content and frequency of updates of the Statistical Production Processes Handbook and other reference documentation while further aligning with the Generic Statistical Business Process Model. These documents should include detailed information on administrative data processing and quality checks, with requirements for monitoring internal coherence, as well as instructions on sampling and non-sampling errors. (European statistics Code of Practice, Principles 4, 8 and 14 and indicators 7.1, 7.2, 12.1 and 12.2.)**

4.2.3.2 GUIDELINES FOR QUESTIONNAIRE TESTING AND VALIDATION

According to the SPPH, questionnaire validation and testing is a prerequisite for all surveys. Tests are always undertaken in the case of new or relevant reformulations of questionnaires, but no approved guidelines exist for testing and validation activities. However, there is a practice of systematic testing and validating of questionnaires prior to data collection. Systematic testing practices may include internal reviews, internal "expert group" reviews and functionality tests of electronic questionnaires. Quite often, pilot surveys are used for testing questionnaires concerning sequencing of questions, time estimated for a full reply, and results. For simpler operations, testing of some aspects takes place with internal focus groups.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 11. **Statistics Portugal should develop guidelines for testing and validating statistical questionnaires. (European statistics Code of Practice, indicators 4.2 and 8.2.)**

4.2.3.3 STANDARD QUALITY REPORTING

Quality reports are neither systematically produced by using a standard format as recommended by Eurostat, nor published, even though in the five-year strategy 2008-2012 the implementation of quality reports of statistical operations was foreseen under LA7, Objective 1. Nevertheless, whenever the EU regulations oblige Statistics Portugal to produce quality reports of particular survey or statistical activity, it has always been accomplished. If produced, the quality reports are shared amongst all the units that have responsibility in the respective statistical domain. When appropriate, the results are discussed and follow-up actions are decided in unit meetings. In the context of CoP indicator 15.7, it is important that users are kept informed about the quality of statistical outputs. By linking quality reports to SMI, Statistics Portugal could put its metadata system to better use.

There are several units responsible for quality matters, including quality reporting, within Statistics Portugal. The Planning, Control and Quality Unit, reporting directly to the Board, is responsible for overall quality matters, and on specific matters along with other units. The Statistical Methods Unit deals with quality aspects related to products and surveys. In addition, the Data Collection Department, working in close cooperation with statistical domain departments, ensures the statistical quality control of data collection. SIGINQ, the Integrated Survey Management System, developed by Statistics Portugal's IT Unit, is a central quality control tool for the larger part of statistical processes, starting with data collection.

Training programmes and benchmarking initiatives could properly support the introduction of quality reporting. In contrast to many successful quality initiatives, up to now no specific training courses on quality policy have been delivered in Statistics Portugal. Since 2008, 37 statisticians from Statistics Portugal and 15 statisticians from ONAs have participated in training courses related to metadata organised at the national level. However, the staff have been providing trainers to the European Statistical Training Programme for training on quality management. Benchmarking is carried out within the context of European Statistical System Network (ESSnet) projects and with other NSIs on an ad-hoc basis.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 12. **Statistics Portugal should make available standard quality reports linked to data and metadata for statistical domains. (European statistics Code of Practice, Principle 4 and indicators 15.5, 15.6 and 15.7.)**

4.2.3.4 INTERNAL AUDITING

Statistics Portugal had a well-designed system of internal quality audits. The Peer Review team was told that it was suspended after the last audit in 2010 due to the lack of resources. The procedures and the adopted reference documentation determined how internal quality audits were conducted. The quality reviews resulted in action plans. Since its suspension five years ago, no quality audits have been planned. The audits were based on observation of evidence and on the minimum documentation that every project leader had to organise for their statistical operation/survey. Such minimum documentation is compulsory according to the SPPH, which establishes a set of common internal procedures for all statistical processes, in particular for those based on surveys. The Planning and Quality Control Unit is responsible for the coordination of internal audits process and self-assessments. All internal auditors have received specific training to assure the carrying-out of internal audits according to International Organisation for Standardizations (ISO) 19011.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

13. **Statistics Portugal should re-establish annual internal quality auditing. (European statistics Code of Practice, Principle 4.)**

4.2.4 DISSEMINATION AND RELATED TOPICS

In the introduction of the Dissemination Policy document of Statistics Portugal, it is explicitly mentioned that data dissemination is a key stage of statistical activity and is fully recognised in the Mission of Statistics Portugal "to produce and disseminate in an effective, efficient and independent manner, high-quality statistical data". The document pays special attention to two aspects, which are implicitly considered in the list of principles for the dissemination policy: the release of official statistics and their accessibility.

4.2.4.1 ENHANCE ACCESSIBILITY AND USER-FRIENDLINESS

With respect to accessibility, the Dissemination Policy emphasises that "wide and easy access to official statistical data is a standing priority in Statistics Portugal", mentioning the use of modern information and communication technology to permit easy access to information by users.

Further, Objective 2 of the five-year strategy 2013-2017, approved by the SC, refers to the relevance of meeting society's needs efficiently and in a timely manner to reinforce confidence in official statistics and also to improve communication. Consequently some of the lines of action (LAs) associated with this objective make explicit reference to aspects of accessibility. In particular:

LA3. To adopt differentiated communication strategies making it possible to meet the needs of the various user segments and seek to effectively respond to changes in how statistics are currently sought and accessed.

LA4. To enhance statistical communication and dissemination channels, reinforcing the use of those that most facilitate user interface.

During meetings with users, there was almost an overall agreement that there is plenty of room for making the Statistics Portugal website more user-friendly and accessible. Some mentioned that, in fact, there is a private foundation in Portugal disseminating statistical information which is being used more and more frequently as an alternative to the Statistics Portugal website. The limitations perceived by website users are explicitly mentioned in the answers to the self-assessment questionnaire by Statistics Portugal. They point out the fact that users still ask about information

that is not available on the website and also that navigation functionalities have proven quite unfriendly and difficult to use.

In order to be user-friendly, the website content must also take into account the overall process of globalisation, the fact that Portugal belongs to the European Union and that the profile of a user of Portuguese statistics is often not restricted to a national profile. In that sense, the Dissemination Policy, when making reference to the accessibility to official statistics, establishes that "the official statistics website is available in Portuguese and English."

European statistics must be presented in a clear and understandable format to facilitate proper interpretation, using modern information and information technology (CoP, indicators 15.1 and 15.2). The website of Statistics Portugal is the first and the main means by which statistical results are disseminated; this affects the credibility and visibility of the institution.

Although the Statistics Portugal's website has both a Portuguese and an English version, there are still some limitations in the latter relating to language mix (Portuguese and English). This is particularly relevant in some cases such as, for instance, information about the release calendars (press release and data release). In the case of the data availability calendar, some parts are in English (short presentation and headings), but the names of the statistical operations are in Portuguese.

To further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

14. **Statistics Portugal should further improve its website to achieve better user-friendliness, in particular with respect to navigation, data presentation and handling. (European statistics Code of Practice, indicators 15.1 and 15.2.)**

15. **Statistics Portugal should further improve the English version of its website to avoid a mix of languages, in particular in those parts of the website that are mostly accessed by foreign users. (European statistics Code of Practice, Principle 15.)**

4.2.4.2 PROMOTING STATISTICAL LITERACY

Accessibility has to take into account that the profiles of the users are becoming more and more heterogeneous and, in particular, that their statistical knowledge could be substantially different. In that sense, in the introduction of the Dissemination Policy, it is explicitly mentioned that: "official statistics … should be presented in such a way that the main results are understood with no need for specialised statistical knowledge." Also, one of the LAs of Objective 2 of the five-year strategy 2013–2017 makes specific reference to statistical literacy. In particular:

LA6. To foster within the scope of the National Statistical System an integrated increase in statistical literacy and the removal of barriers hindering the use of official statistics, which includes citizens with special needs.

LA6 has its translation into Objective O3 of annual work programme 2015, which states: "To increase statistical literacy in the society, identifying the needs of the users".

This effort of adapting the presentation of statistical results for different types of users helps to increase the credibility of Statistics Portugal and that of the NSS and the trust in official statistics through more understandable figures. Additionally, the attempt to improve statistical literacy also has a role in this context and, as mentioned by some users during the peer review visit, it helps to increase the visibility of the institution with the expected corresponding positive effect on credibility.

This role of promoting statistical literacy throughout society is mentioned explicitly in the vision of Statistics Portugal, and the institution has taken actions in this direction. The first one is the project "Local Action in Applied Statistics" (ALEA), a specific web service accessed through the Statistics Portugal website which can be seen as a contribution to the development of tools and instruments to help students and teachers in primary and secondary schools in the process of learning statistics. In 2010, and as a complementary action, Statistics Portugal established a protocol with the Library Schools Network of the Ministry of Education, aimed at giving training sessions to secondary school students and teachers on how to use and better understand statistical information. At the higher education level, in 2004 Statistics Portugal created a network of access spots to official statistical information disseminated both at European and national level. These spots were placed in the libraries of the higher education institutions.

Given the heterogeneity of user profiles, there is still room to enhance promotional activities with regard to statistical literacy in day-to-day dissemination work not only to comply with the vision but also to contribute to increasing the visibility and the credibility of Statistics Portugal, by helping to improve user satisfaction through a better understanding of statistical information. The Peer Review team thinks that Statistics Portugal should provide guidelines for this purpose. These may take "Making Data Meaningful. Part 4: A guide to improve statistical literacy" published by the United Nations Economic Commission for Europe as a reference (www.unece.org/stats/documents/writing, [7.1.2015]).

Consequently, to further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 16. **Statistics Portugal should produce guidelines to promote statistical literacy in society as a way of better satisfying users' needs through more understandable statistical information. (European statistics Code of Practice, Principles 11 and 15.)**

4.2.4.3   VISIBILITY OF THE NATIONAL STATISTICAL SYSTEM

As already mentioned, in addition to Statistics Portugal the NSS in Portugal is composed of some other national authorities producing either European or national statistics. In fact, the Statistical Law refers to the NSS, not only to Statistics Portugal. Moreover, the five-year strategy 2013-2017 refers also to the NSS and the corresponding lines of action are applicable to all national authorities, as was clear earlier when mentioning the action for improving statistical literacy. The Peer Reviewers recommend reinforcing coordination within the NSS by creating a coordination committee (Recommendation 1). Consequently, to facilitate the accessibility of all official statistics produced by the Portuguese NSS, users should easily find the required information without needing to know the national authority producing the data they are looking for. In fact, this is what it is stated in Principle 15 of the CoP "Statistics are presented in a clear and understandable form…" And this could be accomplished if the NSS had its own portal where at least the institutional information, the most relevant statistics and links to the different official statistics could be found.

In fact, at the bottom of the main page of the Statistics Portugal website there is a link to "Sistema Estatístico Europeu" where similar information as that proposed above can be found at European level. This initiative not only facilitates the accessibility of official statistics with the corresponding positive implications for coordination of the system, but it also increases the visibility of the NSS with the subsequent benefits and synergies in terms of increasing trust in official statistics.

Consequently, to further enhance compliance with the CoP, **the Peer Reviewers recommend that:**

17. Statistics Portugal should promote the creation of a portal for the National Statistical System which should include at least basic institutional and statistical information and provide links to the websites of all national statistical authorities. (European statistics Code of Practice, Principle 15, coordination)

4.2.4.4 RELEASING OFFICIAL STATISTICS

With respect to the release of official statistics, the Dissemination Policy establishes that "Statistics Portugal makes official statistics available under the terms of international and national, legal and ethical framework governing the production of official statistics." The international framework at European level is given amongst others by the CoP, in particular, Principle 6 (Impartiality and objectivity), Principle 13 (Timeliness and punctuality) and to some extent Principle 15 (Accessibility and clarity).

Privileged access

The basic idea behind Principle 6 is that all users are treated equally by statistical authorities. In fact, CoP indicator 6.7 establishes that: "All users have equal access to statistical releases at the same time. Any privileged pre-release access to any outside user is limited, controlled and publicised.

In the event that leaks occur, pre-release arrangements are revised so as to ensure impartiality." In that sense, the Dissemination Policy is very detailed about the principles and procedures behind the (privileged) release policy of Statistics Portugal. The release section emphasises the idea of equal treatment in terms of accessibility, although some exceptions are established without a clear motivation. It mentions that access to statistical data may be restricted for quality reasons, but on an exceptional basis statistical data may be released only to a specific group of users, e.g. researchers that are fully aware of a less robust quality standard. The possibility of prior access to official statistics, subject to an embargo, and making public those cases on the Statistics Portugal website is regulated. Finally, the Dissemination Policy states that complex statistical reports may be pre-released to accredited professionals subject to an embargo, although the Peer Review team was informed that there have been no such cases up to now.

The Peer Review team was also informed of changes in pre-release access subject to embargo. At the time of the completion of the self-assessment questionnaire, the President of the Republic, the Prime Minister, the Deputy Prime Minister and some ministers benefited from advance release under embargo. Also the heads of Madeira and Acores Regional Directorates of Statistics receive the pre-release in the case breakdowns at Nomenclature of Territorial Units for Statistics 2 (NUTS-2) level are released. As a reaction to a breach of the embargo Statistics Portugal prepared a standard first page for every press release under embargo stressing the context of such a procedure, making clear the rights and responsibilities of this restricted access. At the end of November 2014, the Prime Minister's office informed Statistics Portugal that the government had decided to stop receiving further press releases under embargo. Since 1 December 2014 only the President of the Republic, as a consequence of a decision by Statistics Portugal, and the two directors of the regional offices receive prior access to press releases under embargo. This short list of people receiving privileged access to press releases is made public in the last paragraph of the presentation of the Dissemination Policy on the Statistics Portugal website. The Peer Review team was told that this restricted access is granted under strict safety conditions, via an extranet with a personal login and password provided by Statistics Portugal.

As stated in the preamble of the CoP, all the national authorities responsible for the development, production and dissemination of European statistics commit themselves to adhering to the CoP. When talking about impartiality (Principle 6), this is particularly relevant for the ONAs whose statistical units are within the structure of a particular ministry. According to the answers given to the Peer Review team by the five national authorities associated with a ministry, in some cases there is no privileged pre-release access; in other cases the privileged access is for managerial purposes given the characteristics of the pre-released data; and sometimes the access is granted to the office of the corresponding minister.

To further enhance compliance with the CoP **the Peer Reviewers recommend that:**

> 18. **All national statistical authorities should re-examine their policy for privileged access to press and data releases. They should ensure that individuals, not entities, are clearly identified; that strict safety conditions are in practice; that exceptions to the equal access are made public; and that there is regular, in-depth monitoring of the appropriate use of privileged access granted. (European statistics Code of Practice, indicator 6.7.)**

Release calendar

The Dissemination Policy of Statistics Portugal also makes explicit reference to the CoP indicators regarding statistical releases. The Policy establishes the requirement of a pre-announced schedule, which is associated with CoP indicator 6.5. The CoP is more specific than the Dissemination Policy, in referring to both dates and times. A related aspect, making the standard daily time for the release of statistics public, is taken up in indicator 13.2. This is captured to some degree in the Dissemination Policy.

A specific feature of the Dissemination Policy in Statistics Portugal is that the data dissemination schedule is set independently of the dissemination media used as mentioned in the Dissemination Policy. This could generate some confusion given that the distinction between the two release calendars (press release and data release) is not clear for users. In fact, the corresponding calendars are set separately and with different ways of updating or being more precise about the exact release dates in the coming months. Although the press releases contain some predefined tables in pdf-format, users have to check both calendars to be fully aware of the availability of released statistics. That was the case detected during the peer review visit with respect to the European Statistics of Income and Living Conditions (EU-SILC) survey. There was a press release with data associated in pdf-format on 30 January, but there was no reference to it in the data release section. In addition Statistics Portugal makes public another calendar linked to the AWP, which indicates the first moment (date) of dissemination of information associated with each statistical activity of the AWP.

On the other hand, there is no standard daily time for releasing indicators in the database or making publications available on the Statistics Portugal website; usually it happens almost every night, at midnight for operational reasons. This is unsatisfactory from the point of view of the aforementioned CoP indicator. Only press releases have a standard daily time at 11:00 (GMT) with the single exception when press releases are disseminated simultaneously with Eurostat at European level at 9:30 (GMT).

The clarification of the above aspects related to data release is crucial for ensuring equal treatment of users in terms of accessibility and helping to improve the transparency associated with impartiality.

To enhance compliance with the CoP, **the Peer Reviewers recommend that:**

> 19. Statistics Portugal should redesign major aspects related to the release calendars (press and data release) in order to increase user-friendliness. Release dates and the timing of the releases, in particular of data releases, should be carefully reconsidered. (European statistics Code of Practice, indicators 6.5 and 13.2.)

4.2.4.5 CUSTOM-DESIGNED ANALYSIS

One of the last aspects to be considered in this subsection on dissemination relates to an issue that falls between accessibility, explicitly considered in Principle 15 of the CoP, and data release. It refers to requests for custom-designed analyses to be provided by the national statistical authorities. According to CoP indicator 15.3, custom-designed analyses must be provided when feasible and the public must be informed. In fact, there is no specific reference to this issue in the Dissemination Policy of Statistics Portugal.

The Peer Review team was told that "customised requests are made public when possible, especially in the case of requests that are required by a significant number of users, and are sufficiently extent." Some other users may find such information or analyses useful, but are unlikely to know of their existence although they are published on the website. Wider awareness of such existing information is required in order to comply with the requirement of the aforementioned indicator about the public being informed. During the Peer Reviewers' visit it was mentioned as a justification for not giving full information about these requests that in some cases the amount of information (data) to be published would be very large and some problems about accuracy or representativeness might appear. But informing the public does not require publication of the complete datasets but just publication of the list of particular requests and analyses produced.

Consequently, in order to comply with indicator 15.3 of the CoP, **the Peer Reviewers recommend that:**

> 20. Statistics Portugal should publish on its website a list of datasets and analyses produced as a result of customised requests. (European statistics Code of Practice, indicator 15.3.)

4.2.4.6 ACCESS TO MICRODATA

Enhance microdata access procedures

The Statistical Law in Articles 6(7) and 6(8) makes a comprehensive and specific reference to the accessibility of microdata for research purposes. In particular, Article 6(7) states that "... individual statistical data on individuals and enterprises shall only be supplied for scientific purposes, if anonymised, upon an agreement signed by the statistical authority supplying the data and the entity requesting them ...", whereas Article 6(8) establishes the existence of a specific project to justify accessibility of microdata when stating that "request of data supply made within the scope of a specific research project ... shall be considered as targeting scientific purposes". These two features of scientific purposes and the existence of a specific project are clearly linked to line of action 9 of Objective 2 of the five-year strategy 2013-2017, which states:

> LA9. To support research and studies based on official statistics in a proactive manner.

As mentioned in the answers to the self-assessment questionnaire, the methods of confidentiality are applied to microdata by Statistics Portugal. All the information to be provided to researchers is analysed according to internal procedures. Additionally, some anonymisation methods are applied.

Procedures are chosen according to the environment where the data is accessed — either in the safe centre or as scientific-use files — and the risk of disclosure of confidential data.

In Portugal the ONAs also provide microdata to researchers, either on their own premises or on the premises of Statistics Portugal. Accordingly, the confidentiality treatment should be homogenous independently of the national authority owning and providing the data.

Statistics Portugal's Statistical Methods Unit is in charge of this technical confidentiality treatment. It might be more efficient to concentrate all access to microdata and the related procedures, independently of the owner of the dataset, in Statistics Portugal.

According to this and in order to facilitate the use of official statistics for research purposes, **the Peer Reviewers recommend that:**

> 21. Statistics Portugal should take the necessary actions with the Other National Authorities to ensure that all microdata can be accessed in Statistics Portugal. (European statistics Code of Practice, indicator 15.4, coordination)

Increase publicity

Also, the references in the Statistical Law to access to microdata are taken up in Point 19 of the section on release of official statistics in the Dissemination Policy. There is a special reference to the specific protocols to be signed for this purpose. Accordingly, Statistics Portugal established a protocol with the Ministry of Science, Technology and Higher Education to facilitate access to microdata for researchers through an accreditation process.

The conditions for accessing microdata are published on the Statistics Portugal website, including the accreditation process. Those applying for accreditation have the opportunity of consulting the list of datasets which can be accessed. Publicity for this list is to some extent limited to those who are responsible for the projects as it is not well known among young researchers.

For this reason and with the objective of increasing the use of microdata for research purposes, **the Peer Reviewers recommend that:**

> 22. Statistics Portugal should make the list of microdata that can be accessed by researchers more visible on its website. (European statistics Code of Practice, indicator 15.2.)

Procedures for microdata users

The restrictions on human resources mentioned earlier influence the overall process of access authorisation to microdata in an acceptable term/time and the follow-up procedures to control the use of microdata. Furthermore, the analysis to guarantee the confidentiality of the results produced in the safe centres may be affected.

This is mentioned as a weakness with respect to CoP Principle 5 in the self-assessment questionnaire. A similar situation is faced in relation to the appropriate use of microdata by researchers. The rules are clear in terms of the period of use and the reference to a specific project but there is no specific follow-up to ensure that there are no confidentiality breaches and that the use complies with the required declaration of confidentiality. Therefore, **the Peer Reviewers recommend that:**

> 23. Statistics Portugal should enhance the procedures to control the appropriate use of microdata by researchers according to the declaration of confidentiality. (European statistics Code of Practice, indicator 5.6.)

Linkage of data sets

Finally, the utilisation of microdata to their full potential also has to do with the possibility of linking different data sources for research purposes. In fact, in the Peer Reviewers' meeting with the scientific community, the difficulty of obtaining permission for this type of linkages was mentioned along with the delay in obtaining an answer, which could be negative. Furthermore, this issue of linking data sources is also related to the objective of non-excessive burden on respondents, as expressed in CoP indicator 9.6, which refers to the promotion of measures by the statistical authorities to link data sources.

As mentioned during the peer review visit and also in the answers to the self-assessment questionnaire, in order to link different datasets it is necessary to define a key variable (code) to facilitate the linkage. For business statistics this variable is a fiscal number, but for a household and/or an individual no key identifier is readily available because of the Portuguese Constitution. In a few cases attempts have been made to link by finding twins, but this method is very time consuming and limited.

The possibility of linking different datasets by using a single identification code (ID) across the NSS is seen as an important development both to improve the quality of official statistics and to support more interesting research projects. Consequently, **the Peer Reviewers recommend that:**

24. **Statistics Portugal should make a proposal to the responsible authorities in order to make the linking of different datasets possible (surveys and administrative registers) both at business and household level, thereby facilitating accessibility by researchers. (European statistics Code of Practice, indicator 9.6.)**

4.3 NATIONAL STATISTICAL INSTITUTE VIEWS WHERE THEY DIVERGE FROM PEER REVIEWERS' ASSESSMENT

Statistics Portugal (SP) will make use of recommendations regarding the National Statistical System and clarification of role of different actors, namely the key coordination function performed by SP. Such proposals will be put forward in the context of the Ad hoc Committee of the Statistical Council (SC) in charge of drafting a proposal for a new National Statistical System law. However it is beyond SP powers to guarantee the full or partial acceptance or implementation of such changes. The lack of addressing the role of the National Central Bank as producer of European statistics in the context of the recommendations does not facilitate these efforts.

Regarding several other recommendations addressed to SP, they are desirable but, at present, non- implementable given the severe lack of adequate human resources and financial means.

Recommendation 5. In SP's view, recommendations 5, 6 & 7 could be merged in a more comprehensive manner with a clearer message along the following lines: "The responsible Portuguese authorities should, before the beginning of each year, approve the Annual Working Programme, allocate and ensure the necessary resources for its implementation throughout the year". However, taking into account the nature of SP within the public administration the ultimate aim of this recommendation is clearly limited by the current legal framework of budgetary procedures.

Recommendation 6. Since the Annual Work Programme (AWP) is devoted almost entirely to fulfilling EU requirements leaving no room for elimination of any statistical operation it is difficult to conceive what type of default option could be devised. The general rule for using monthly 1/12 previous year budgetary funding is only applicable when the overall state budget has not been approved before the beginning of the year. 2014 experience has shown that despite the shortfall in the initial funding it did not imply any stopping of the AWP implementation since funds were made available later in the year. However, that situation of initial under-funding raises risks for the AWP implementation.

Recommendation 18. SP disagrees with this recommendation in what concerns SP since it fully complies with the CoP. SP stresses that its policy for privileged access to press and data releases under embargo only benefits individuals, is implemented under strict safety conditions and exceptions to equal access are made public in the SP website. In addition there is a regular and in-depth monitoring of compliance with the specific pre-release conditions and appropriate measures to prevent breaches are in place and have been used when appropriate. SP accepts, however, the recommendation in what concerns ONAs and it will work with them in order to put in place similar provisions and conditions when pre-release under embargo exists.

Recommendation 20. SP attaches great importance to the Principle of equal and impartial access granted to all users. SP has strong reservations about the feasibility of this recommendation and it will assess its implementation taking into account indicator 15.3, which recognises that might not be feasible. It is worth noting that often customised requests address very specific needs of some users supported by protocols rarely applicable to others. On the other hand, SP turns customised products and analyses frequently requested (more than few times) by several users into regular products widely available on its website.

Recommendation 24. This recommendation is not appropriate in the context of indicator 9.6. Principle 9 and indicator 9.6 refer to "Statistical Authorities promote measures that enable the linking of data sources in order to reduce reporting burden" and does not aim at facilitating accessibility by researchers. In addition the broad spirit of the recommendation poses difficulties

in view of the Constitutional provision that prevents the attribution of an identification number to persons and households. The removal of such a barrier would contribute to increase efficiency of statistical production. Surrogated or dummy code has been used for few limited projects with the assistance of the National Data Protection Authority.

ANNEX A: PROGRAMME OF THE VISIT

AGENDA

Peer review visit to Portugal (26 January 2015 – 30 January 2015)

Time			Programme	Organisation	Participants (Persons in bold are the official participants, other persons are observers.)
Day 1 – Monday, 26 January 2015					
09.00 – 10.30		1	Peer Review team discussion to finalise the preparation of the visit		**Peer Review team**
10.30 – 10.45			Coffee break		
10.45 – 11.45		2	Preparatory meeting with the NSI coordinator team		**Helena Cordeiro,** SP Board **Maria João Zilhão, Conceição Veiga** SP PR team - National coordinators
11.45 – 12.15		3	Welcome and introduction of programme, organisational matters		**Alda de Carvalho, Helena Cordeiro, Carlos Coimbra, SP Board** **Maria João Zilhão, Conceição Veiga,** SP PR team - National coordinators **Margarida Rosa, Carlos Marcelo, Maria Graça Bento**
12.15 – 13.00		4	General information session with a description of how the national statistical system is organised (bodies, distribution of responsibilities, relations between authorities). *PPT presentation on the NSS*		**Helena Cordeiro,** SP Board Maria João Zilhão, **Conceição Veiga,** SP PR team - National coordinators **Emília Alves, Augusto Elavai** **Maria Graça Bento**
13.00 – 14:00			Lunch		
14.00 – 15.30		5	The statistical law and related legislation (CoP Principles 1 and 2)		**Alda de Carvalho, Helena Cordeiro,** SP Board **Ana Dulce Pinto, Luis Correia, Pinto Martins, Manuela Martins, Paulo Saraiva** Maria João Zilhão and Conceição Veiga, SP PR team
15.30 – 15.45			Coffee break		
15.45 – 16.45		6	Coordination role of the NSI		**Alda de Carvalho, Helena Cordeiro,** SP Board **Leonor Pereira, Margarida Madaleno,** Maria Graça Bento **Maria João Zilhão** and Conceição Veiga, SP PR team
16.45 – 17.45		7	Cooperation / level of integration of the ESS		**Alda de Carvalho, Helena Cordeiro,** SP Board **Joaquim Machado, João Poças, António Portugal, Ana Santos, Leonor Pereira, Margarida Madaleno, Carlos Carvalho, Pedro Oliveira, Francisco Vala, Pinto Martins** **Conceição Veiga,** Maria João Zilhão, SP PR team
Day 2 – Tuesday, 27 January 2015					
09.00 – 10.30		8	Meeting with the Statistical Council		**Alda de Carvalho, Helena Cordeiro,** SP Board **Chairs of the Statistical Council Standing Sections:** **João Cadete Matos, Pedro Telhado Pereira, Gustavo Cardoso, Cadima Ribeiro, Fernando Marques, Filipa Calvão, Maria Graça Bento,** Cristina Brito
10.30 – 10.45			Coffee break		
10.45 – 12.00		9	Programming, planning and resources (CoP Principles 3 and 9)		**Alda de Carvalho, Helena Cordeiro,** SP Board Paulo Henriques, **Jaez Ved,** Madalena Oliveira, **Paulo Afonso,** Carlos Marcelo, **João Poças, Luísa Pereira, Paulo Saraiva, Almiro Moreira,** Carlos Valente, Magda

Time		Programme	Organisation	Participants (Persons in bold are the official participants, other persons are observers.)
				Ribeiro **Leonor Pereira, Margarida Madaleno, Pedro Oliveira Maria João Zilhão,** SP PR team
12.00 – 13.00	1 0	Trade unions		**Fernando Marques, Ana Paula Bernardo Helena Cordeiro SP Board** Maria João Zilhão, Maria Graça Bento, SP PR team
13.00 - 4.00		Lunch		
14.00 – 15.30	1 1	Meeting with ONAs		ONA representatives: **Maria João Costa, António Almeida, Maria Luísa Basílio, Graça Torres, Carlos Moura, Luísa Canto e Castro Loura, Nuno Rodrigues, Alexandre Paredes, Ricardo Alves, Inês Gonçalves, Cristina Saraiva Helena Cordeiro,** SP Board SP Focal Points for Peer Review / coordination with the ONAs: Isabel Morgado, Bernardo Lemos, Cristina Neves, Carlos Carvalho, Bárbara Veloso **Maria João Zilhão,** SP PR team
15.30– 15.45		Coffee break		
15.45 – 17.15	1 2	Meeting with the ONAs (Cont'd)		
Day 3 – Wednesday, 28 January 2015				
09.00 – 10.30	1 3	Quality (organisational structure, tools, monitoring, ...) (CoP Principles 4 and 11 to 14) *PPT Presentation on Quality Management PPT Presentation on the Data Collection Department and its information infrastructure*		**Helena Cordeiro,** SP Board **Magda Ribeiro, Luis Correia,** Carlos Marcelo, **João Poças,** Margarida Rosa, Paulo Saraiva, Carlos Valente Cristina Neves, Adelina Andrade, Eduarda Góis, Sofia Rodrigues, Cláudia Pina, Anabela Delgado, Carlos Carvalho **Maria João Zilhão,** SP PR team
10.30 – 10.45		Coffee break		
10.45 – 11.45	1 4	Implementation of quality management	*Idem*	
11.45 – 13.00	1 5	Dissemination, including user's consultation (CoP Principles 6, 11 and 15)		**Helena Cordeiro,** SP Board **Magda Ribeiro, Pinto Martins,** Margarida Rosa, **Manuela Martins,** Ernestina Baptista, **João Poças,** Carlos Marcelo **Cristina Neves, Francisco Vala, Ana Ramos, Anabela Delgado** **Maria João Zilhão,** SP PR team
13.00– 14.00		Lunch		
14.00 – 15.00	1 6	Methodology, data collection, data processing and administrative data (CoP Principles 7, 8 and 10) *PPT presentation on the Metadata System*		**Helena Cordeiro,** SP Board **Luis Correia, Carlos Marcelo, Luísa Pereira, Ana Santos, João Poças, Paulo Saraiva,** Carlos Valente, Magda Ribeiro **Almiro Moreira, Filipa Lidónio** **Sofia Rodrigues, Carlos Carvalho, Cristina Neves, Cláudia Pina, Eduarda Góis, Sónia Torres** Madalena Oliveira, **Paulo Afonso,** Paulo Henriques, **Jaez Ved** Maria João Zilhão, SP PR team
15.00 - 15.15		Coffee break		
15.15 – 18.30	1 7	(Cont'd) *PPT Presentation on International Trade in Goods Statistics – example of integrated processing for discussion*	*Idem*	

Time		Programme	Organisation	Participants (Persons in bold are the official participants, other persons are observers.)
Day 4 – Thursday, 29 January 2015				
9.00 – 10.15	1 8	Meeting with main users – Scientific community		**Vitor Escária, Miguel Ângelo dos Reis Portela, Lucília Carvalho, Anália Torres, Luís Catela Nunes** Helena Cordeiro, SP Board Maria João Zilhão, Margarida Rosa, SP PR team
10.15 – 11.15	1 9	Meeting with main users – Media		**Helena Garrido, Sérgio Aníbal, Graça Franco** Helena Cordeiro, SP Board Margarida Rosa, Manuela Martins, Pinto Martins Maria João Zilhão, SP PR team
11.15 – 11.30		Coffee break		
11.30 – 13.00	2 0	Meeting with main users – ministries and other public/private institutions (including Central Bank as a user)		**Isabel Horta Correia, Vanda Cunha, José Carlos Azevedo Pereira; João Leal, Teodora Cardoso, António Barreto, João Miguel Coelho, Rui Almas, Henrique Vasconcelos, Carlos Silva, João Maia, Manuela Gameiro** Helena Cordeiro, SP Board Margarida Rosa, Maria João Zilhão, SP PR team
13.00 – 14.00		Lunch		
14.00 – 15.00	2 1	Confidentiality (CoP Principle 5)		**Helena Cordeiro,** SP Board Fátima Neves, **Ana Dulce Pinto, Luis Correia,** Carlos Marcelo, Pedro Campos, Teresa Fragoso, **Joaquim Machado, Margarida Rosa, Paulo Saraiva,** Filipa Lidónio, Magda Ribeiro **Eduarda Góis, Esperança Figueiredo** Maria João Zilhão, SP PR team
15.00 – 16.00	2 2	Meeting with junior staff		**Vitor Junqueira de Almeida, Daniela Ramos, Bárbara Veloso, Paulo Pereira Braz, Sara Mendes, Rui Carvalho, Nuno Guilherme Costa, Cátia Nunes, Rui Alves, Sueli Lopes, Duarte Bruno, Paulo Afonso**
16:00 – 16.15		Coffee break		
16.15 – 17.15	2 3	Meeting with main data providers/respondents		**Business surveys: Helena Pais Costa, Isabel Francisco, Patrícia Vieira, Henrique Neto** Helena Cordeiro, SP Board Margarida Rosa, **Almiro Moreira** Maria João Zilhão, SP PR team
Day 5 – Friday, 30 January 2015				
09.00 – 10.30	2 4	PR team discussion		**PR team**
10.30 – 11.00		Coffee break		
11.00 – 12.00	2 5	Clarifications, remaining or additional issues and focus areas		**Alda de Carvalho, Helena Cordeiro, Carlos Coimbra,** SP Board **Maria João Zilhão, Conceição Veiga,** SP PR team
12.00 – 13.00		Lunch		
13.00 – 15.00	2 6	Meeting with senior management: conclusions and recommendations		**Alda de Carvalho, Helena Cordeiro, Carlos Coimbra,** SP Board **Maria João Zilhão, Conceição Veiga,** SP PR team **Leonor Pereira, Margarida Madaleno, Idílio Freire, Jorge Magalhães, Paulo Saraiva, Paulo Henriques, Madalena Oliveira, Francisco Vala, Anabela Delgado, Fátima Neves, Pinto Martins, Manuela Martins**

ANNEX B: LIST OF PARTICIPANTS

	Peer reviewers
1	Ms Ulrike Rockmann (chair)
2	Mr Rimantas Vaicenavicius
3	Mr Jaume Garcia Villar
	Observer
1	Ms Martina Hahn, Head of Unit "Business statistics - coordination and registers", Eurostat
	Participants from Statistics Portugal
	Management
1	Ms Alda de Carvalho – President of The Board
2	Ms Helena Cordeiro - Member of the Board
3	Mr Carlos Coimbra – Member of the Board
4	Mr Paulo Saraiva - Director of the Data Collection Department
5	Ms Leonor Pereira – Director of the Demographic and Social Statistics Department
6	Ms Margarida Madaleno – Director of the Economic Statistics Department
7	Mr Pedro Oliveira - Director of the National Accounts Department
8	Mr Idílio Freire – Deputy Director of the National Accounts Department
9	Mr Paulo Henriques – Deputy Director of the Financial and Patrimonial Management Department
10	Ms Madalena Oliveira – Deputy Director of the Human Resources Department
11	Mr Jorge Magalhães – Deputy Director of the Methodology and Information Systems Department
	SP Peer Review coordinator team
12	Ms Maria João Zilhão – Head of The Planning, Quality and Control Unit – (PR National Coordinator)
13	Ms Conceição Veiga – Head of the External Relations and Cooperation Unit – (PR National Coordinator)
14	Mr Carlos Marcelo – Statistical Methods Unit / Methodology and Information Systems Department
15	Ms Margarida Rosa - Dissemination Unit
16	Ms Fátima Neves – Head of the Legal Support Unit
17	Ms Magda Ribeiro - Planning, Quality and Control Unit
18	Mr Carlos Valente - Data Collection Department
19	Ms Maria Graça Bento – Statistical Council Secretariat
	SP Focal Points for Peer Review/Coordination with ONAs
20	Ms Isabel Morgado – Demographic and Social Statistics Department
21	Mr Bernardo Lemos - Demographic and Social Statistics Department
22	Mr Carlos Carvalho - Head of the Agriculture and Environmental Statistics Unit / Economic Statistics Department
23	Ms Cristina Neves – Head of the International Trade and Constructions Statistics Unit / Economic Statistics Department
	Others participants
24	Ms Anabela Delgado - Head of the Unit for Census 2021
25	Mr Francisco Vala – Head of the Unit for the Coordination of Territorial Statistics

26	Mr Almiro Moreira - Head of the Self Completed Unit / Data Collection Department
27	Ms Filipa Lidónio – Head of the Data Collection Process Unit / Data Collection Department
28	Ms Eduarda Góis - Head of the Living Conditions Statistics Unit / Demographic and Social Statistics Department
29	Ms Cláudia Pina – Head of the Demographic Statistics Unit / Demographic and Social Statistics Department
30	Ms Sónia Torres – Head of the Labour Market Statistics Unit/ Demographic and Social Statistics Department
31	Ms Esperança Figueiredo - Living Conditions Statistics Unit / Demographic and Social Statistics Department
32	Ms Sofia Rodrigues – Head of the Business Statistics Unit / Economic Statistics Department
33	Ms Adelina Andrade – Head of the Short-term indicators Unit / National Accounts Department
34	Ms Ana Ramos - Head of the Satellite Accounts and Short-term Analysis Unit / National Accounts Department
35	Mr Joaquim Machado – Head of the Technological Infrastructure Unit - Methodology and Information Systems Department
36	Mr João Poças – Head of the Information Infrastructure Unit / Methodology and Information Systems Department
37	Mr António Portugal – Information Infrastructure Unit / Methodology and Information Systems Department
38	Ms Ana Santos – Head of the Geoinformation Unit / Methodology and Information Systems Department
39	Ms Luisa Pereira – Head of the Software Engineering Unit / Methodology and Information Systems Department
40	Mr Luis Correia - Head of the Statistical Methods Unit / Methodology and Information Systems Department
41	Mr Pedro Campos - Statistical Methods Unit / Methodology and Information Systems Department
42	Ms Teresa Fragoso - Statistical Methods Unit / Methodology and Information Systems Department
43	Mr Pinto Martins – Head of the Dissemination Unit
44	Ms Manuela Martins - Head of the Communication and Image Unit
45	Ms Ernestina Baptista – Communication and Image Unit
46	Ms Ana Dulce Pinto – Legal Support Unit
47	Mr Jaez Ved – Financial and Patrimonial Management Department
48	Ms Cristina Brito - Statistical Council Secretariat
	Junior Staff from different Departments
49	Mr Vitor Junqueira de Almeida – Living Conditions Statistics Unit /Demographic and Social Statistics Department
50	Ms Daniela Ramos – Labour Market Statistics Unit / Demographic and Social Statistics Department
51	Ms Bárbara Veloso – International Trade and Construction Statistics Unit / Economic Statistics Department
52	Mr Paulo Pereira Braz – Business Statistics Unit / Economic Statistics Department
53	Ms Sara Mendes - Quarterly Accounts and Short-term Analysis Unit / National Accounts Department
54	Mr Rui Carvalho – Activity Branches Account Unit / National Accounts Department

55	Mr Nuno Guilherme Costa – General Governmental Accounts Unit / National Accounts Department
56	Ms Catia Nunes - Unit for the Coordination of Territorial Statistics
57	Mr Rui Alves – Data Collection Process Unit /Data Collection Department
58	Ms Sueli Lopes – Self Completed Unit / Data Collection Department
59	Mr Duarte Bruno – Software Engineering Unit / Methodology and Information Systems Department
60	Mr Paulo Afonso - Human Resources Department
	Participants from other organisations
61	Ms Emília Alves – Regional Directorate of Statistics Madeira (DREM)
62	Mr Augusto Elavai – Regional Statistical Office of Açores (SREA)
	Chairs of the Statistical Council Standing Sections
63	Mr João Cadete Matos – Statistical Coordination
64	Mr Pedro Telhado Pereira - Economic Statistics
65	Mr Gustavo Cardoso - Social Statistics
66	Mr Cadima Ribeiro - Territorial Base Statistics
67	Mr Fernando Marques - Ad-hoc Section for the Revision of the Statistical Law of the NSS
68	Ms Filipa Calvão – CNPD - Portuguese Data Protection Authority -
	Trade Unions
69	Mr Fernando Marques, General Confederation of Portuguese Workers National Trade Union (CGTP)
70	Ms Ana Paula Bernardo, General Union of Workers (UGT)
	Participants of ONAs
71	Ms Maria João Costa, Directorate General, for Justice Policy of the Ministry of Justice (DGPJ/MJ)
72	Mr António Almeida, Directorate General, for Justice Policy of the Ministry of Justice (DGPJ/MJ)
73	Ms Maria Luísa Basílio, Directorate-General, for Energy and Geology of the Ministry of Environment, Spatial Planning and Energy (DGEG/MAOTE)
74	Ms Graça Torres, Directorate-General, for Energy and Geology of the Ministry of Environment, Spatial Planning and Energy (DGEG/MAOTE)
75	Mr Carlos Moura, General Directorate, of Natural Resources, Marine Resources and Safety Services of the Ministry of Agriculture and Sea (DGRM/MAM)
76	Ms Luisa Canto e Castro Loura, Directorate General, of Education and Science Statistics of the Ministry of Education and Science (DGEEC/MEC)
77	Mr Nuno Rodrigues, Directorate General, of Education and Science Statistics of the Ministry of Education and Science (DGEEC/MEC)
78	Mr Alexandre Paredes, Directorate General, of Education and Science Statistics of the Ministry of Education and Science (DGEEC/MEC)
79	Mr Ricardo Alves, Department for Strategic Studies of the Ministry of Economy (GEE/ME)
80	Ms Inês Gonçalves, Department for Strategic Studies of the Ministry of Economy (GEE/ME)
81	Ms Cristina Saraiva, Department for Strategic Studies of the Ministry of Economy (GEE/ME)
	Main users, data providers/respondents
	Main users – Scientific community
82	Mr Vitor Escária, Economic and Business High Institute (ISEG)
83	Mr Miguel Ângelo dos Reis Portela, Minho University
84	Mr Luis Catela Nunes, UNL - Nova School of Business and Economics

85	Ms Lucília Carvalho, Portuguese Statistical Society (SPE)
86	Ms Anália Torres – School of Social and Political Sciences (ISCSP)
	Media
87	Ms Helena Garrido, Jornal de Negócios
88	Mr Sérgio Anibal, Público
89	Ms Graça Franco, Rádio Renascença
	Ministries and other Public Entities
90	Ms Teodora Cardoso, Portuguese Public Finance Council (CFP)
91	Mr António Barreto
92	Ms Isabel Horta Correia, Banco de Portugal
93	Ms Vanda Cunha, Banco de Portugal
94	Mr José Carlos Azevedo Pereira, Planning, Strategy, Assessment and International Relations - Ministry of Finance
95	Mr João Leal, Planning, Strategy, Assessment and International Relations - Ministry of Finance
96	Mr João Miguel Coelho, Technical Unit of Budget Support - UTAO
	Others (Enterprises, Sectoral Associations, ...)
97	Mr Rui Almas, Portugal Global – Agência para o Investimento e Comércio Externo de Portugal (AICEP)
98	Mr Henrique Vasconcelos, Portuguese Association for the Consumer Protection (DECO)
99	Mr Carlos Silva, Portuguese Association of Manufacturers of Footwear (APPICAPS)
100	Ms Manuela Gameiro - CIP
	Representatives from respondents – Business surveys
101	Ms Helena Pais Costa, EGEAC – Empresa de Gestão de Equipamentos e Animação Cultural, E.M
102	Ms Isabel Francisco, (CCP) Confederação do Comércio e Serviços de Portugal
103	Ms Patrícia Vieira, Orbitur – Intercâmbio de Turismo, SA
104	Mr Henrique Neto, Tabaqueira