Agenda item 4c.
Metadata Review of the SDG indicators:

Finalization of metadata sub-group work and outstanding metadata by agencies

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IAEG-SDG Metadata sub-group: Background information

➢ The IAEG-SDG metadata sub-group addressed issues identified in the metadata documents, aiming to improve the overall quality to facilitate better SDG indicator implementation for countries.

➢ The group reviewed all metadata with regard to inconsistencies, missing definitions, missing sub-indicators and/or other information critical to understanding the indicator and its computation method. Also aimed to ensure coherency between metadata and data reported in the global SDG indicator database. The group completed its work in early 2023.

➢ The following current and former IAEG-SDG member countries were part of the sub-group: Canada, Colombia, Denmark, France, Germany, Ireland, Malaysia, Sweden

➢ This work is linked to initiatives such as the metadata template developed by the IAEG-SDG working group on SDMX, translation projects by countries and partner agencies, and the work on updating the E-handbook on SDG Indicators.

IAEG-SDG Metadata sub-group: Background information

➢ The group completed a first review of the metadata (131 metadata files), which was sent out to agencies on 3 February 2022.

➢ The group completed its second and final review of the metadata (110 metadata files), which was sent out to agencies on 31 January 2023 (a few on 20 February 2023).

➢ **Emails were sent out to the agencies from the sdgindicators@un.org account. Subject line contains the following text: "Metadata review (IAEG-SDG metadata sub-group) for consideration". Feel free to reach out to sdgindicators@un.org if you are unable to locate the email.**

➢ There are **78 metadata files still outstanding** that require agency review/correction based the comments, edits, etc. by the IAEG-SDG members (15 from the first batch and 63 from the second batch).

STATUS after second/final batch of review

- **There are 241 metadata files in the repository** *(some of the 231 unique indicators have multiple metadata files)*

- **The metadata subgroup has reviewed 241 metadata files in the first and second batch**
  - The second batch of comments and suggested edits to the metadata files were sent to the agencies on 31 Jan 2023
  - 163 of the 241 metadata files sent to agencies have been uploaded (78 still with agencies; 15 from the first batch and 63 from the second batch)

List of 78 metadata files from both batches still with agencies (1 of 2)			
Metadata-01-03-01b.docx	*Metadata-03-06-01.docx*	Metadata-06-02-01a.docx	Metadata-10-05-01.docx
Metadata-01-04-02.docx	Metadata-03-09-02.docx	Metadata-06-02-01b.docx	Metadata-10-07-01.docx
Metadata-01-0a-01.docx	Metadata-03-0a-01.docx	Metadata-06-03-01.docx	Metadata-10-07-03.docx
Metadata-01-0b-01.docx	Metadata-03-0b-02.docx	Metadata-06-0a-01.docx	Metadata-10-0a-01.docx
Metadata-02-0a-02.docx	Metadata-03-0b-03.docx	Metadata-06-0b-01.docx	Metadata-10-0b-01.docx
Metadata-02-0b-01.docx	*Metadata-03-0d-02.docx*	Metadata-08-0a-01.docx	Metadata-10-0c-01.docx
Metadata-03-03-04.docx	Metadata-04-0b-01.docx	Metadata-09-01-01.docx	Metadata-11-01-01.docx
Metadata-03-04-01.docx	Metadata-04-0c-01.docx	Metadata-09-0a-01.docx	Metadata-11-02-01.docx
Metadata-03-04-02.docx	Metadata-05-02-02.docx	Metadata-10-03-01.docx	*Metadata-11-03-01.docx*
Metadata-03-05-01.docx	Metadata-06-01-01.docx	*Metadata-10-04-02.docx*	Metadata-11-03-02.docx

STATUS after second/final batch of review – continued

List of 78 metadata files from both batches still with agencies (2 of 2)			
Metadata-11-05-02.docx	*Metadata-13-0b-01.docx*	Metadata-16-09-01.docx	Metadata-17-12-01.docx
Metadata-11-05-03.docx	*Metadata-13-02-02.docx*	Metadata-16-10-01.docx	Metadata-17-13-01.docx
Metadata-11-06-01.docx	*Metadata-13-0a-01.docx*	*Metadata-16-10-02.docx*	Metadata-17-17-01.docx
Metadata-11-07-01.docx	*Metadata-14-0a-01.docx*	Metadata-16-0a-01.docx	Metadata-17-18-02.docx
Metadata-11-0a-01.docx	*Metadata-14-0c-01.docx*	Metadata-17-02-01.docx	Metadata-17-18-03.docx
Metadata-12-01-01.docx	Metadata-15-0a-01.docx	Metadata-17-03-02.docx	Metadata-17-19-01.docx
Metadata-12-0c-01.docx	Metadata-16-01-02.docx	Metadata-17-04-01.docx	Metadata-17-19-02a.docx
Metadata-13-01-01.docx	Metadata-16-02-01.docx	Metadata-17-09-01.docx	*Metadata-17-19-02b.docx*
Metadata-13-01-02.docx	Metadata-16-02-03.docx	Metadata-17-10-01.docx	
Metadata-13-01-03.docx	Metadata-16-04-02.docx	Metadata-17-11-01.docx	

Reminders for Agencies on metadata

➢ Missing sections should be completed. If not applicable, please include 'Not applicable' (no period). If you are not sure what information should be included, please kindly refer to the metadata template. Some sections should not be left blank or with 'Not applicable' (i.e. classifications, institutional mandate, data collection calendar, etc.).

➢ Metadata need to refer to the series included in the database (please list the series also in 0.d. Series section)—if there are different calculations or units for different series, all of that information should be provided.

➢ Unit of measure: The unit description in the metadata could start with the most important information, i.e. percent, followed with a short description that explains this (in parenthesis perhaps) if necessary/needed.

➢ Where possible and applicable, make the method of computation a formula (with definition for each variable) and where possible, use an equation editor to ensure clarity. Please avoid many words in the formulas. Metadata is being converted into machine readable format and those versions used for translation. Words in formulas are not easy to convert and translate.

➢ Check links: Any links included in the metadata should be hyperlinked and the link should be working (otherwise replace or remove).

➢ Please avoid tables in the 'Series' or 'Related indicators' sections.

➢ Please align the name of the institution across all metadata (it should be the same).

➢ Try and make as generic as possible the following sections to avoid annual updates: 1) Data release calendar; 2) Data collection calendar; 3) Data availability: time series

➢ Use of acronyms: Please be sure to include a reference to the full name for any acronyms that you include in the metadata. Please treat each section separately with regard to acronym usage, as the document will not always be read as one page and some sections could be selected for view in the SDMX Metadata Database.

Reminders for Agencies: Review Criteria used by the sub-group

1. Editorial and Grammatical check
   a) Editorial review
      i. Sentences make sense (correct usage of language)
      ii. Is all the required information included in the document? Are all relevant sections complete? (if not applicable or no information, please indicate)
   b) Grammar and spelling review
      i. Sentences are complete
      ii. Words are spelled correctly (please run a spell check)

2. Consistency check
   Is the metadata complete?
   a) Does the document contain the necessary information for the collection of all sub-indicators?
   b) Does the metadata include the computation methods?
   c) Does the metadata include anything else that should be provided to understand and compute the indicator?

3. Coherence check
   Are the time series reported in the UN Global SDG Database compliant with the metadata?
   a) Is the indicator in line with the metadata?
   b) Is the data reported in the Global database a proxy? If so, is it noted in the metadata?
   c) Is a unit of measurement correctly provided?

THANK YOU!