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Items for discussion and decision: gender statistics

Background document
Available in English only

**Expert Group on Innovative and Effective Ways to Collect Time-Use Statistics
(TUS): Terms of Reference*
(Draft as of 24 February 2020)**

Prepared by:

- Secretariat in coordination with the Expert Group on Innovative and Effective Ways to Collect Time-Use Statistics¹

* This document has not been formally edited.

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Expert Group on Innovative and Effective Ways to Collect Time-Use Statistics (TUS)

Terms of Reference (DRAFT as of 24 February 2020)

I. Background

There is an urgent need to support countries in strengthening their capacity to collect and use time-use data, for better policies and approaches to implement the 2030 Development Agenda at local, national, and regional levels. This urgent need has also been voiced by countries when they adopted the International Classification of Activities for Time-Use Statistics (ICATUS 2016) at the 48th session of the UN Statistical Commission in March 2017, and requested to operationalize the classification and provide guidance on how to implement it to produce internationally comparable time use data, using the latest technology, in support of SDG monitoring at the country level.²

It is in this context that the United Nations Statistics Division (UNSD) organized the first Expert Group Meeting on Innovative and Effective Ways to Collect Time-Use Statistics (TUS), in line with ICATUS 2016 and other international standards and in support of SDGs monitoring on 20-22 June 2018 in New York, to take stock of countries' best practices in producing time use data, and to discuss the content and update of the UN Guide to Producing Statistics on Time Use: Measuring Paid and Unpaid Work (the "UN guidelines").³

During their first meeting, experts agreed to formally establish this Group.

II. Objectives and Tasks

The main objective of the Expert Group is to take stock and review country practices and provide technical guidance and recommendations to improve the collection and use of time use data, in line with international standards and in support of SDGs implementation. The main outcome of the Group will be their contributions to the update of the UN Guide to Producing Statistics on Time Use.

The following tasks to be undertaken by the Group in the short, medium- and long-term were reviewed and agreed by the experts as follows:

1. Developing a draft conceptual framework proposing a "basket of options" covering different instruments to collect time-use data in line with ICATUS 2016 and SDGs by the end of 2019 and its finalization in 2020;
2. Further researching on optimal modes of data collection for TUS while developing the conceptual framework;

² UN Statistical Commission-Final report 48th session-Decision 48/109
<https://unstats.un.org/unsd/statcom/48th-session/documents/Report-on-the-48th-session-of-the-statistical-commission-E.pdf>

³ https://unstats.un.org/unsd/publication/seriesf/seriesf_93e.pdf

3. Providing guidance to the testing of the conceptual framework, including model instruments, in interested countries representing different regions, starting in 2020;
4. Contributing to the analysis and assessment of results from the tests;
5. Contributing to the update of the methodological guidelines planned to be presented to the UN Statistical Commission in 2023. During 2023, the guidelines will be edited, and their use will be promoted across countries;
6. Contributing to the development of methods to harmonize existing time-use data and improve their comparability across countries.

Other specific activities of the Group will be identified and agreed during its meetings.

III. Membership

Members are senior statisticians/experts with (1) extensive experience in time use surveys in terms of instruments, data collection, coding and classification of time activities, data analysis and knowledge of international and regional classifications, including ICATUS 2016; and/or (2) extensive experience in the use of technology for the collection of data, preferably in the area of time-use. Experts are from specialized data-producing agencies, statistical offices of international, supranational and regional organizations, selected NSOs and research institutions/academia. Members are selected on the basis of their know-how and expertise on the subject matter. Members need to be active in the deliberations/activities of the Group (including presenting country experiences, providing inputs and comments to the documents and actively participate in discussions).

In particular, members from international and national statistical offices are:

- Agencies – at the international level, contributors of data and methodological work; and involved in agency-specific work that is relevant to the work of the Group
- Countries – in charge of time-use statistics and/or the use of technology for the collection of data, committed to improve time-use statistics and to contribute in the development of the Group's work (e.g., participate in meetings, provide feedback, etc.).

The overall membership should ensure geographical representation and a balance between developed and developing regions. The need for some “permanency” in the representation of countries as members is necessary to assure continuity in the implementation of the work programme of the Group.

The United Nations Statistics Division (UNSD) serves as the secretariat of the Expert Group. The Division, in close consultation with the Chair, proposes the programme of work for the Group, coordinates the overall work of the Group, organizes regular meetings, prepares and maintains records of discussions and agreements and reports to the Statistical Commission. In addition, the Division will lead and contribute to various areas of work on methodological development and capacity-building.

The Chair will work closely with the Statistics Division on strategic planning in relation to the programme of work of the Expert Group. The Chair oversees the work of the group, keeps the discussions within subject matter, identifies common positions within the group (and strives for general consensus), respects the assigned timetable of the agreed work, represents the group in external fora, if needed, and guides/indicates paths for future developments or further work for the group. The Chair will also report to the Group on work progress, problems identified, solutions recommended and decisions to be made.

The Secretariat of the Group in collaboration with the Chair may invite other agencies or individuals as resource persons or observers as the need for them arises. Membership may be increased or decreased as the exigencies of the work require and based on available resources.

- Current Members from national statistical offices include:
 - Australia
 - Canada (Chair)
 - China
 - Finland
 - Italy
 - Japan
 - Mexico
 - Mongolia
 - Morocco
 - New Zealand
 - South Africa
 - Thailand
 - United Kingdom
 - United States
- Current Members from United Nations entities, including specialized agencies, funds, programmes and regional commissions; other international, regional and sub-regional organizations; research institutes and academia include:
 - ECE
 - ECLAC
 - Eurostat
 - ILO
 - UNICEF
 - International Association for Time Use Research – IATUR
- Independent experts:
 - Ms. Margarita Guerrero

IV. Organization of Work

The Group will work through electronic exchanges and regular virtual and face-to-face meetings. It is expected that the Group will meet face-to-face at least once a year subject to availability of resources.

V. Expected duration

The Group is expected to function until the UN guidelines are finalized and presented to the UN Statistical Commission. The duration of the Group could be extended as needed.

These terms of reference will be reviewed as needed.