

# Workshop on data analysis and report writing for civil registration based vital statistics

## CONCEPT NOTE AND AGENDA

30 January to 03 February 2023

Novotel Nadi, Fiji

### 1. Introduction and background

Improving statistical production, management and use is a priority under the recently developed [Strategic Framework for Pacific Statistics \(2022-30\)](#), in which coverage of civil registration and vital statistics (CRVS) data and indicators on births and deaths is included. Heads of Planning and Statistics (HOPs) as well as Heads of health have echoed this priority during different gatherings, including the HOPS gathering in November 2017, which recognised civil registration as a fundamental source of vital statistics. Additionally, Pacific island countries have committed to the Regional Action Framework for civil registration and vital statistics in Asia and the Pacific, which commits countries to : *Universal registration of births, deaths and other vital events (Goal 1)*; and to ensuring that “*Accurate, complete and timely vital statistics (including on causes of death) are produced based on registration records and are disseminated*” (Goal 3).

In addition to strengthening the capacity of countries to improve the completeness and quality of civil registration data, it is critical that support is provided to ensure that this data is analysed, published and made available to decision makers. A number of countries are now in a position where their civil registration systems either are able to, or will soon be able to, generate reasonably reliable data. Ensuring that system improvements are reflected in an actual improvement in the availability and reliability of statistics is a key regional challenge, and may be a significant change for many National Statistical Offices who have not previously had a clear role in the routine analysis or reporting of this data.

### 2. Course objectives

Building on an earlier workshop organized in by the Brisbane Accord Group (BAG) and more recently, the online data analysis and report writing course held in 2021 (supported by ESCAP, SPC and ABS), this course aims to further strengthen the capacity of countries in the analysis of administrative data generated from civil registration systems with an objective of providing evidence on the performance of civil registration systems and making this data available for policy and planning (where it meets a sufficient level of quality and completeness). Specifically, the course is designed to address these two objectives:

- a. Assist countries to complete a vital statistics report that illustrates current levels and trends of births and deaths over time, and that can be used for planning and policy review purposes.

- b. Assist participants to build proficiency in key analytical, interpretation and presentation skills required to meet regional, national and international reporting requirements.

### 3. Participants

About 10 participants from five countries: **Kiribati, Samoa, Tonga, Fiji and Vanuatu** are invited to attend the course.

A team of 2 participants is expected from each country i.e. one representative of the National Statistics Office (NSO) and a representative of the Civil Registration Office (dependent on which agency is responsible for the production of vital statistics) and/or a representative of the Ministry of Health. These three entities are the main stakeholders, and the key drivers of CRVS reform in countries. In this regard, it is important that they share a common level of understanding of each of their roles in the CRVS reform process, and that their relationship and coordination arrangement is strengthened.

#### Pre-requisites for this training are outlined below:

1. Participants should be staff who work with CRVS data (or demographic or HIS data) as part of their routine responsibilities;
2. Participants should have at least a working knowledge of MS Excel;
3. Each participant is required to bring a laptop which has MS Excel and MS Word to work on during the workshop.

### 4. Data requirements

Country teams will be requested to have microdata on live births and deaths from the civil registration and health system available before the start of the course. The anonymized data should cover at least the last 5-10 years. The lead-facilitator will convene online tutorials as-needed with each of the countries prior to the workshop, to support data cleaning. In preparation for the workshop, countries are also requested to provide any drafted reports or previously completed analysis. Should you have any concerns regarding the data available, please contact Chloe Harvey ([chloe.harvey@un.org](mailto:chloe.harvey@un.org)) to discuss as soon as possible.

The data set should include the following variables:

- a) **Live Births** – date of birth (and date of registration if available), age of mother, sex of child, place of birth (village, island, etc; as well as in hospital or at home), birth weight.
- b) **Deaths** – age at death, date of death, (date of birth if known), sex, place of death (home, hospital, overseas etc), place of residence (by state, village or island as appropriate to the setting), date of death registration.
- c) **Population data** – disaggregated by 1 year (or 5-year age group if not available) and sex for each year that you have birth and death data for. This would most likely come from the official projections

from the National statistics office (if available) or would need to be projected forward directly from the census.

## 5. Programme of work

The course will focus on producing statistics on births and deaths and will be conducted in-person over five full days. The course will consist of a combination of lectures, tutorials and practical exercises in which participants will be using national data to produce vital statistics, following the format of the vital statistics reporting template and with guidance from the coursebook. Course content will be delivered by 2 facilitators who will also be providing hands-on support during the practical exercises of the workshop.

- **Online tutorials:** organized with countries individually prior to the in-person training to ensure availability of data and to support data cleaning
- **In-person 5-day capacity building workshop:** combination of lectures and practical exercises to produce and interpret vital statistics for a national vital statistics report
- **Remote follow-up support:** following the course, remote support will continue to be provided to support the final production and dissemination of the vital statistics report.