

## **DELIBERATION NO 286 OF THE *CONSELHO SUPERIOR DE ESTATÍSTICA* (STATISTICAL COUNCIL)**

### **OPERATING STRUCTURE OF THE STATISTICAL COUNCIL 2005**

Whereas the present operating model of the *Conselho Superior de Estatística* (Statistical Council) (hereinafter referred to as the Council) is in force since November 1997, with a few one-off adjustments in the composition of some Sections;

Whereas Article 1 of the Rules of Procedure of the Council lays down that it may meet in plenary session, in restricted sessions and in sections, and that the latter may create working groups;

Whereas a number of circumstances advising the introduction of adjustments in their structure and functioning, namely:

- to promote the efficiency, functionality and dynamics of Council works, with a view to enabling and rendering more operational the ongoing integrated monitoring of the most relevant subjects;
- to introduce changes in the section's mandates and composition, adjusting them to new dynamics and to changes in the name of some entities;
- to extinguish the *Secção Permanente para a Área da Cooperação Estatística* (Standing Section of Statistical Cooperation) which proved to be inoperable.

Whereas, after collection and examination in 2004, within the scope of the considerations made by the Council on the functioning of its Regional Sections, some weaknesses were detected, either through the results obtained in view of the defined mandates, or through the weak interlinking between the Regional Sections and the other structures of the Council; it was recommended that the territorial base statistics (regional and local) be directly monitored by the Council;

Whereas, moreover, the important changes introduced since October 2004 in the organisation structure of Statistics Portugal and, significantly, in the statutes adopted up to that date by the respective Regional Directorates, which ceased to be considered front-line organic units, and were therefore restructured as Regional Delegations, in line with the new organisation structure;

Whereas the above Regional Directorates supported the functioning of the Council Sections created at this level and whereas, in turn, the respective Regional Managers, pursuant to Deliberation No 155 of the Council, were responsible for the representation of Statistics Portugal;

Stressing the need to reconsider the present model, making it more efficient as regards an appropriate monitoring of the production, organisation and dissemination of territorial base statistics by the Council;

**The Council, pursuant to Article 11 (1) of Law No 6/89 of 15 April and Article 2 (1) and (2) of the Rules of Procedure, hereby decides to introduce the following changes in the structure and functioning of the Council:**

1. The *Secção Permanente de Planeamento, Coordenação e Difusão* (Standing Section of Planning, Coordination and Dissemination), the *Secção Permanente do Segredo Estatístico* (Standing Section of Statistical Confidentiality), the *Secção Permanente de Estatísticas Macroeconómicas* (Standing Section of Macroeconomic Statistics), the *Secção Permanente de Estatísticas Económicas Sectoriais* (Standing Section of Sectoral Economic Statistics) and the *Secção Permanente de Estatísticas Demográficas, Sociais, das Famílias e do Ambiente* (Standing Section of Demographic, Social, Household and Environment Statistics), created by Deliberation No 140 of the Council of 28 November 1997 shall be maintained and the respective compositions and mandates shall be adjusted.
2. The *Secção Permanente de Estatísticas de Base Territorial* (Standing Section of Territorial Base Statistics) is hereby created.
3. The *Secção Permanente de Cooperação Estatística* (Standing Section of Statistical Cooperation) and the *Secções Regionais* (Regional Sections) of the Council of the Norte, Centro, Lisboa e Vale do Tejo, Alentejo and the Algarve Regions are hereby extinguished.
4. The compositions and mandates of the Standing Sections mentioned in 1 above, as well as the Council's organisation chart are presented in annex to this Deliberation and form an integral part thereof.

Lisbon, 15 February 2005

The Vice-Chairman of the Statistical Council, *José Jacinto de Aragão Mata*

The Executive Secretary of the Statistical Council, *Maria Margarida Lobo da Conceição Madaleno*

**ANNEX A**

***STANDING SECTION OF PLANNING, COORDINATION AND DISSEMINATION***

1. The composition of the Standing Section of Planning, Coordination and Dissemination includes representatives from:

- Statistics Portugal
- Ministry of Economic Activities and Labour
- Ministry of Finance and Public Administration
- Government Department responsible for the planning area, irrespective of the Ministry to which it belongs
- Prime Minister's Office
- Banco de Portugal
- Regional Government of Açores
- Regional Government of Madeira
- Council of Portuguese University Rectors
- Confederation of Portuguese Industry
- Workers' General Union
- Representatives in the Council of entities with powers delegated by Statistics Portugal
- Representatives in the Council of other entities intervening in national statistical production
- Ministry of Foreign Affairs and Portuguese Communities, which will be summoned whenever issues related to international statistical cooperation are examined

1.1 The Section will also meet in extended composition to examine sub-paragraph n) of the mandate, as follows:

- Ministry of Justice
- Representative of Employers' Confederations
- Representative of Union Confederations
- Entities in areas of activity where the legal document in question is included

2. The tasks of this Standing Section are the following:

***In the field of planning***

- a) To prepare the document *Linhas Gerais da Actividade Estatística Nacional e respectivas prioridades para o período 2003/2007* (General Guidelines of National Statistical Activity) and define the relevant priorities, to be submitted at a plenary session to the Council;
- b) To participate in the preparation of the document "State of the Art Report of the *Sistema Estatístico Nacional* (National Statistical System), to be submitted at a plenary session to the Council before expiry of the term of office of its members;
- c) To monitor, by participating in the definition of positive and negative priorities, the preparation of the Work Program of Statistics Portugal and of other entities intervening in national statistical production and the respective implementation report, to be examined at the plenary session of the Council, pursuant to Article 10 (1) (c) of Law No 6/89 of 15 April;
- d) To monitor the preparation of the Work Program of the Council and the respective implementation report, to be examined at the Council's plenary session.
- e) To monitor on a quarterly basis, by issuing recommendations, the Work Programs mentioned in the foregoing sub-paragraphs c) and d).

***In the field of coordination***

- f) To examine and approve the concepts, definitions, nomenclatures and other technical tools for statistical coordination, with a view to coordinating the National Statistical System, and to approve the changes to be regularly introduced in those documents, arising from monitoring works developed at Community or national level;
- g) To examine proposals for the delegation/termination of powers to be submitted at plenary sessions;
- h) To issue recommendations within the scope of sub-paragraph f), with a view to the use of statistical definitions, concepts and nomenclatures in administrative data;
- i) To issue recommendations that may contribute to the maximum use of administrative data for statistical purposes, submitted by the different sections;
- j) To issue an opinion on the use of technical tools for statistical coordination by official statistics producers, namely concepts, definitions, nomenclatures and files;
- k) To evaluate the cost/effectiveness ratio in the preparation of statistics, taking into account the optimal use of all available resources, the minimisation of the burden on respondents, and considering also that the amount of work and the costs which the production of statistics requires should be in proportion to the importance of the results/benefits sought;

- l) To propose the adoption of rules intended to eliminate weaknesses detected in the evaluations mentioned in the foregoing sub-paragraph k);
- m) To propose the adoption of rules intended to obviate the duplication of statistical classifications;
- n) To examine and issue opinions on draft legislation that creates statistical services and contains rules that may affect the structure and functioning of the National Statistical System, pursuant to Article 24 of the its Law;

***In the field of dissemination***

- o) To examine, on a systematic basis, the policy of dissemination of statistical data;
- p) To issue guidelines on the dissemination of statistical data, having regard to the General Guidelines of National Statistical Activity and the tasks of Statistics Portugal, in particular checking the necessary requirements for the framework of official statistics;

***Of a general scope***

- q) To monitor and evaluate other subjects related to national statistical activity, namely international statistical cooperation;
  - r) To monitor the works of the Committees or Working Groups operating within the European Union (EUROSTAT), falling within its scope of action.
3. The Standing Section of Planning, Coordination and Dissemination shall be responsible for the examination of any residual competences not specified in the overall competences of the Council's Standing Sections.
  4. This Section, whenever the substance of the matter in question justifies it, may convene joint meetings with the other Sections of the Council.
  5. The *Grupo de Trabalho para Acompanhamento das Estatísticas da Sociedade da Informação* (Working group for monitoring information society statistics), the *Grupo de Trabalho da CAE-Rev. 2 e Nomenclaturas Relacionadas* (Working group of CAE-Rev. 2 and related nomenclatures) and the *Grupo de Trabalho para a Classificação Nacional de Profissões* (Working group for the national classification of professions) shall remain in operation, under the auspices of this Section, and until it decides on the model to be adopted by the working groups within its scope of action.

**ANNEX B**

***STANDING SECTION OF STATISTICAL CONFIDENTIALITY***

1. The composition of the Standing Section of Statistical Confidentiality includes permanent representatives from:
  - Ministry of Justice
  - Statistics Portugaland any representatives appointed according to the area of activity originating the request for access to statistical data subject to confidentiality, or to any other field deemed relevant by the Section.
  
2. This Standing Section shall be responsible for:
  - a) Examining and deciding on requests for access to statistical data subject to confidentiality relating to the National Statistical System, pursuant to the legislation in force;
  - b) Monitoring the activity of Statistics Portugal and of the entities with delegated powers pursuant to Article 16 (3) and (4) of Law No 6/89 of 15 April, with a view to ensuring respect for statistical confidentiality, namely by approving a model for statistical confidentiality rules, mandatory to all entities.
  - c) Monitoring the procedures of the entities that receive confidential statistical information, pursuant to sub-paragraph a), and the use of the data supplied, in particular the procedures for the use and destruction of the statistical information released;
  - d) Monitoring legislative developments within the scope of statistical confidentiality and data protection, as well as submitting to the competent bodies, on its own initiative or at request, proposals for the introduction of changes in or issue of legislation;
  - e) Issuing guidelines within its field of competence;
  - f) Stimulating research related to the external dissemination of statistical information and to preserving statistical confidentiality;
  - g) Monitoring subjects related to statistical confidentiality and to personal data protection, namely as a result of the activities of the "Committee on Statistical Confidentiality" which operates within the European Union, as well as other Community and international subjects, through institutional or other participants, to be defined by the Section.



3. This Section, whenever the substance of the matter in question justifies it, may convene joint meetings with the other Sections of the Council.
  
4. This Section, under the provisions of the Rules of Procedure of the Council, may create Working Groups to examine specific aspects.

**ANNEX C**

**STANDING SECTION OF MACROECONOMIC STATISTICS**

1. The composition of the Standing Section of Macroeconomic Statistics includes representatives from:
  - . Statistics Portugal
  - . Higher institute of statistics and information management
  - . Ministry of Finance and Public Administration
  - . Government Department responsible for the planning area, irrespective of the Ministry to which it belongs
  - . Ministry of Economic Activities and Labour
  - . Ministry of Social Security, Family and Children
  - . Banco de Portugal
  - . Regional Government of Açores
  - . Council of Portuguese University Rectors
  - . Confederation of Portuguese Industry
  - . Confederation of Trade and Services of Portugal
  - . Portuguese Confederation of Tourism
  - . Workers' General Union
  
2. The tasks of this Standing Section are the following:

***In the field of national and regional accounts***

- a) To issue methodological recommendations on the preparation of the National and Regional Accounts produced by Statistics Portugal, or by other entities by agreement with Statistics Portugal;
- b) To issue recommendations with a view to improving the statistical sources used in the preparation of National and Regional Accounts;
- c) To examine and issue opinions on (quarterly and annual) National Accounts, as well as on estimates to be submitted to the GNB Committee, produced by Statistics Portugal, or by other entities by agreement with Statistics Portugal, based on an opinion of a Working Group specialising in additional information made available by Statistics Portugal;



- d) To examine and issue opinions on the Regional Accounts produced by Statistics Portugal, or by other entities by agreement with Statistics Portugal, based on an opinion of the relevant Working Group and on additional information made available by Statistics Portugal;
- e) To examine and issue opinions on satellite accounts produced by Statistics Portugal or by other entities by an agreement for that purpose with Statistics Portugal;

***In the field of other macroeconomic statistics (public finance, monetary, financial and balance of payments, prices, wages and employment)***

- f) To monitor the information made available by Statistics Portugal, by EUROSTAT, by entities with powers delegated by Statistics Portugal in those fields, and by other entities producing statistical information;
- g) To issue opinions on the adequacy of the statistics in question to the needs of the users of the National Statistical System;
- h) To propose activities leading to its improvement;

***Of a general scope***

- i) To permanently monitor the quality and adequacy of macroeconomic statistics and prepare a biennial report on this subject;
  - j) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the evaluation of the cost/effectiveness ratio in the preparation of statistics;
  - k) To examine and approve the nomenclatures of these statistical areas;
  - l) To propose activities designed to maximise the use of administrative data for statistical purposes;
  - m) To monitor the works of the GNB Committee of the European Union - EUROSTAT and of other Committees or Working Groups whose activities are developed in areas falling within the scope of action of this Section, in particular the Committee on Monetary, Financial and Balance of Payments Statistics;
  - n) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the preparation of the documents "General Guidelines of National Statistical Activity" and "Statistics Portugal Work Program".
3. This Section, whenever the substance of the matter in question justifies it, may convene joint meetings with the other Sections of the Council.

4. The *Grupo de Trabalho sobre Estatísticas das Relações Económicas com o Exterior* (Working group on international economic relations statistics), the *Grupo de Trabalho sobre Estatísticas Monetárias e Financeiras* (Working group on monetary and financial statistics) and the *Grupo de Trabalho sobre Contas Nacionais e Regionais* (Working group on National and Regional Accounts) shall remain in operation, under the auspices of this Section and until it decides on the model to be adopted by the working groups within its scope of action.

**ANNEX D**

**STANDING SECTION OF SECTORAL ECONOMIC STATISTICS**

1. The composition of the Standing Section of Sectoral Economic Statistics includes representatives from:
  - . Statistics Portugal
  - . Ministry of Public Works, Transport and Communications
  - . Ministry of Agriculture, Fisheries and Forestry
  - . Ministry of Finance and Public Administration
  - . Ministry of Economic Activities and Labour
  - . Ministry of Tourism
  - . Ministry of Environment and Spatial Planning
  - . Ministry of Cities, Local Administration, Housing and Regional Development
  - . Government Department responsible for the planning area, irrespective of the Ministry to which it belongs
  - . Banco de Portugal
  - . General Confederation of Portuguese Workers
  - . Confederation of Portuguese Industry
  - . Confederation of Portuguese Farmers
  - . Confederation of Trade and Services of Portugal
  - . Portuguese Confederation of Tourism
  - . Council of Portuguese University Rectors
  
2. The tasks of this Standing Section in the field of economic statistics are the following:
  - a) To issue opinions on the adequacy of the technical tools for statistical coordination to the statistical requirements in the mentioned areas;
  - b) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the evaluation of the cost/effectiveness ratio in the preparation of statistics;
  - c) To permanently monitor the quality and adequacy of sectoral economic statistics and prepare a biennial report on this subject;
  - d) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the preparation of the documents "General Guidelines of National Statistical Activity" and "Statistics Portugal Work Program";

- e) To cooperate with the Standing Section of Macroeconomic Statistics with a view to improving the main statistical sources for the preparation of National and Regional Accounts;
  - f) To evaluate possible shortcomings in the economic statistics produced and to propose activities leading to its improvement;
  - g) To propose activities designed to maximise the use of administrative data for statistical purposes;
  - h) To monitor the works of the Committees and Working Groups operating within the European Union (EUROSTAT) falling within its scope of action.
3. The Section, whenever the substance of the matter in question justifies it, may convene joint meetings with other Sections of the Council, namely in the context of transversal statistical areas, such as environment.
4. The *Grupo de Trabalho sobre Estatísticas do Turismo* (Working group on tourism statistics), the *Grupo de Trabalho sobre Estatísticas dos Transportes* (Working group on transport statistics), the *Grupo de Trabalho sobre Estatísticas do Comércio Interno e Serviços* (Working group on domestic trade and services) and the *Grupo de Trabalho sobre Estatísticas da Agricultura e Pescas* (Working group on agriculture and fishery statistics), shall remain in operation, under the auspices of this Section and until it decides on the model to be adopted by the working groups within its scope of action.

**ANNEX E**

**STANDING SECTION OF DEMOGRAPHIC, SOCIAL, HOUSEHOLD AND ENVIRONMENT STATISTICS**

1. The composition of the Standing Section of Demographic, Social, Household and Environment Statistics includes representatives from:
  - Statistics Portugal
  - Ministry of Justice
  - Ministry of Education
  - Ministry of Health
  - Ministry of Social Security, Family and Children
  - Ministry with competences in other labour and employment areas
  - Ministry of Environment and Spatial Planning
  - Ministry of Culture
  - Ministry of Science, Innovation and Higher Education
  - Government Department responsible for the planning area, irrespective of the Ministry to which it belongs
  - Prime Minister's Office
  - General Confederation of Portuguese Workers
  - Workers' General Union
  - Confederation of Portuguese Farmers
  - Confederation of Trade and Services of Portugal
  - Portuguese Consumer Protection Association
  - Council of Portuguese University Rectors
  
2. The tasks of this Standing Section of Demographic, Social, Household and Environment Statistics are the following:
  - a) To issue opinions on the adequacy of the technical tools for statistical coordination to the statistical requirements in the mentioned areas;
  - b) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the evaluation of the cost/effectiveness ratio in the preparation of statistics;

- c) To permanently monitor the quality and adequacy of demographic, social, household and environment statistics and prepare a biennial report on this subject;
  - d) To cooperate with the Standing Section of Planning, Coordination and Dissemination in the preparation of the documents "General Guidelines of National Statistical Activity" and "Statistics Portugal Work Program";
  - e) To evaluate possible shortcomings in the economic statistics produced and to propose activities leading to its improvement;
  - f) To propose activities designed to maximise the use of administrative data for statistical purposes;
  - g) To convene joint meetings with the Standing Section of Sectoral Economic Statistics whenever the substance of the matter in question justifies it, namely in the context of transversal statistical areas, such as environment;
  - h) To monitor the works of the Committees and Working Groups operating within the European Union (EUROSTAT) falling within its scope of action.
3. This Section, whenever the substance of the matter in question justifies it, may convene joint meetings with the other Sections of the Council.
4. The *Grupo de Trabalho sobre Estatísticas do Trabalho, Doenças Profissionais e Acidentes de Trabalho* (Working group on labour, occupational diseases and accidents at work statistics), the *Grupo de Trabalho sobre Estatísticas da Demografia* (Working group on demography statistics), the *Grupo de Trabalho sobre Estatísticas do Ambiente* (Working group on environment statistics), the *Grupo de Trabalho sobre Estatísticas da Deficiência e Reabilitação* (Working group on disability and rehabilitation), the *Grupo de Trabalho sobre Estatísticas da Justiça* (Working group on justice statistics), the *Grupo de Trabalho sobre Estatísticas da Educação e Formação* (Working group on education and training), the *Grupo de Trabalho sobre Estatísticas da Cultura* (Working group on culture statistics) and the *Grupo de Trabalho para Acompanhamento do Inquérito ao Emprego/série 98* (Working group for monitoring the employment survey 1998) shall remain in operation, under the auspices of this Section and until it decides on the model to be adopted by the working groups within its scope of action.

**ANNEX F**

**STANDING SECTION OF TERRITORIAL BASE STATISTICS**

1. The composition of the Standing Section of Territorial Base Statistics includes representatives from:
  - Statistics Portugal
  - Ministry of Cities, Local Administration, Housing and Regional Development
  - Ministry of Environment and Spatial Planning
  - Ministry of Finance and Public Administration
  - Government Department responsible for the planning area, irrespective of the Ministry to which it belongs
  - National association of Portuguese municipalities
  - Council of Portuguese University Rectors
  - Ministry of Economic Activities and Labour
  - Representatives in the Council of entities with powers delegated by Statistics Portugal
  - Regional Government of Açores
  - Regional Government of Madeira
  - Representative of Union Confederations (to be appointed by agreement between the confederations represented in the Council)
  - Representative of Employers' Confederations (to be appointed by agreement between the confederations represented in the Council)
  
2. The activities developed by this Section will also be monitored, on a permanent basis, by representatives from:
  - Regional coordination and development committees
  - Directorate-General of Spatial Planning and Urban Development
  - Directorate-General of Regional Development
  - Directorate-General of Local Government
  - National association of communes
  
3. The tasks of this Standing Section are the following:

- I. To follow up and coordinate territorial base statistics, transversely, in the following fields:
  - a) Monitoring of respect for statistical confidentiality, pursuant to the legislation in force and in cooperation with the Standing Section of Statistical Confidentiality;
  - b) Development of activities designed to maximise the use of administrative data for statistical purposes at regional and local level, in cooperation with the Standing Section of Planning, Coordination and Dissemination and other expert Sections;
  - c) Definition of rules and procedures in the context of base territorial statistics designed to implement a dissemination policy under terms to be approved by the Council for the National Statistical System;
  - d) Examination, jointly with other Standing Sections of the Council, of statistical projects which, due to their size and/or relevance, may have implications at the regional and local level.
  
- II. To develop its activity by pursuing the following specific objectives:
  - a) To ensure consistency among the statistics produced at regional and local level, in terms of comparability and harmonisation of the information produced, permitting its aggregation and analysis at the national level;
  - b) To define new requirements of territorial base statistics, namely as regards pertinent information in socio-economic and demographic terms, as well as the respective territorial breakdown (regional and local), intended to support the monitoring of territorial base policies;
  - c) To provide Statistics Portugal and other statistical producers within the scope of the National Statistical System the necessary support in tasks related to the evaluation of data quality, with a view to meeting the challenges of a successful implementation of policies defined at Community and national level;
  - d) To monitor work in progress at EUROSTAT on the organisation of territorial statistics in the following fields: harmonisation of data collection procedures, definition of methodological rules, implementation of broadly based nomenclatures and classifications, delimitation of rules to monitor data quality, etc.
  
4. This Section, whenever the substance of the matter in question justifies it, may convene joint meetings with the other Sections of the Council.



5. The representatives of the entities mentioned in paragraph 2 above shall be appointed by the respective members of the Council or directly by the competent bodies of each entity, in the cases where these have direct representation in the Council.
6. Experts in the matters under examination may be invited to participate in the Section's activities, as well as other skilled professionals who, either individually or integrated in entities not represented in the Council, may be a reference in territorial base statistics.
7. This Section, under the provisions of the Rules of Procedure of the Council, may create Working Groups to examine specific aspects.