

REVISED GUIDELINES ON THE MODIFICATION OF DESIGNATED STATISTICS

I. Objectives

1. To enhance the implementation of the SDS by setting quality standards in the designation of new statistics and modification of existing designated statistics;
2. To ensure the responsiveness of the SDS to evidence-based governance by integrating proactive consultation with data user groups, government, research community and the business sector; and
3. To promote accountability in the recurrent delivery of quality designated statistics.

II. Definition of Terms:

1. Designated statistics (*per Memorandum Circular 01, Series of 1994*)

- most critical and essential statistics required for social and economic analysis/planning based on approved criteria.

2. Modification

Modification refers to any of the following:

1. Designation of new statistics;
2. Changes/improvement in the attributes of designated statistics:
 - a. periodicity of statistics
 - b. disaggregation (e.g. geographic, grouping, etc.)
 - c. schedule of data release/time lag
 - d. methodology
 - e. title of designated statistics
3. Delisting of statistics which are no longer considered priority/relevant, or that had been discontinued.

III. Criteria for Modification

The following criteria must be satisfied before any statistics may possibly be included in the System of Designated Statistics:

1. **Data quality** - must be consistent with the generally accepted data quality assurance frameworks and standards such as, but not limited to General Standards on Statistical Information Dissemination (GSSID) per NSCB Resolution Nos. 8 & 9, Series of 1999 ([Annex BR-07-20130322-01a](#)), as well as the National Quality Assurance Framework (NQAF) endorsed by the United Nations Statistics Commission on 8 February 2012 ([Annex BR-07-20130322-01b](#)) where statistics produced are fit for use and fit for purpose. The **quality standards** are the following:

A. Relevance

1. Data requirements of key or primary stakeholders are addressed with the following as priority:

- a) Essential in the formulation, implementation and monitoring of major government policies and programs, especially those embodied in the Philippine Development Plan (PDP), Philippine Statistical Development Program (PSDP), and laws, and in the delivery of government services at the national and local levels
 - b) Widely or significantly used data series in social, economic, and environmental analysis
 - c) Vital input/basic data in the compilation of key statistical frameworks and indicators (derived data systems) such as, among others, the national accounts, input-output tables, price indices, balance of payments and poverty statistics
 - d) Necessary indicators to measure progress towards international commitment (e.g., Millennium Development Goals (MDGs), United Nations Framework Convention on Climate Change (UNFCCC), etc.)
2. User requirements are taken into account with regard to the periodicity and disaggregation of the designated statistics (*NQAF 16*)
 3. User satisfaction is regularly measured and systematically followed up (*NQAF 14*)

B. Reliability and Accuracy

1. Reliability of the data is appraised using statistical measures (*GSSID*)
2. A revision policy documenting the principles and procedures exists and are made public (*NQAF 15*)
3. Preliminary data are clearly identified as such and users are provided with information to be able to assess the quality of the preliminary data (*NQAF 17*)

C. Timeliness and punctuality

1. A release calendar, disseminating the pre-announced dates and time, is in place and published, and is made in consultation with users (*NQAF 16, GSSID*)
2. Deviations from the release calendar are announced in advance and justified to the users (*NQAF 16*)
3. Procedures are in place to regularly monitor and evaluate the punctuality of every release according to the information in the release calendar (*NQAF 16*)
4. Action plans are developed and followed if the timeliness targets are not met (*NQAF 16*)

D. Accessibility and clarity

1. A data dissemination policy strategy is in place to promote proper use of statistics (*NQAF 17*)

2. Data is disseminated using various media/forms to reach more users: (*GSSID*)
 - a. Print media
 - b. Electronic media
 - E-mail
 - Worldwide web
 - Cd-rom
3. Metadata and documentation of methodologies, including changes in methodologies as well as on-going activities and plans for improvement, data revisions and anticipated delays in release are provided and clearly explained to users to facilitate proper interpretation and meaningful comparison (*GSSID, NQAF 17*)
4. Data should be easy to find on websites
5. Data must be in user-friendly and downloadable format such as excel
6. Microdata are easily accessible to users (*GSSID*)
7. Contact information is provided upon release of data for queries
8. Historical data is periodically archived (*GSSID*)

E. Comparability and Coherence

1. It is possible to compare the statistics derived from the different sources or with different periodicities (e.g. monthly, quarterly, and yearly), and differences are explained and reconciled (*NQAF 18*)
 2. Breaks in the series are explained and the methods for ensuring reconciliation over a period of time are made publicly available (*NQAF 18*)
 3. Common international standards are complied with (*NQAF 18*)
2. **Regularity of the data series** – the indicator/statistics has been generated for over a period of time and there is an existing established data series
 3. **Cost effectiveness** – in terms of the following:
 - A. Optimal use of current technologies in all aspects of the statistical process (*NQAF 11*)
 - B. No duplication of existing statistical activities
 - C. Costs are based on or are comparable with those with similar statistical activities and are well documented (*NQAF 11*)
 4. **Actual and potential use of data** - significantly demonstrated and key users are clearly identified
 5. **Extent of response burden** – information for the generation of statistics is obtained with minimum burden upon respondents

6. **Legal mandate** - the agencies have legal basis/bases for the compilation of designated statistics

IV. Procedures

<p>A. Review of the list of designated statistics, as of 9 August 2012</p>	<p>Within a year from the approval of the Revised Guidelines on the Modification of Designated Statistics by the NSCB Executive Board</p> <p><i>(22 March 2013 to 21 March 2014)</i></p>
<ol style="list-style-type: none"> 1. Identification of indicator/s per statistical activity in the 2012 list of designated statistics, by the NSCB-TS 2. Preliminary review/evaluation of the identified indicators based on the Revised Guidelines on the Modification of Designated Statistics, by the NSCB-TS 3. Reformatting of the 2012 list of designated statistics using the prescribed template (Annex BR-07-20130322-01c), by the NSCB-TS 4. Bilateral meeting of NSCB and the concerned agencies to present and discuss results of the former's initial review/evaluation of the latter's designated statistics in the 2012 listing 5. Taking actions on issues, if there is any, resulting from the initial review/evaluation of the NSCB-TS, by the concerned agencies. 6. Presentation of issues and action taken by the agencies to concerned Technical Committees (TCs) or Inter-agency Committees (IACs) to solicit comments and recommendations 7. Submission of requirements/ proof of compliance to the NSCB-TS, by concerned agencies 	<p>Nine (9) months</p> <p><i>(22 March 2013 to 21 December 2013)</i></p>
<ol style="list-style-type: none"> 8. Preparation of a preliminary revised list of designated statistics, by the NSCB-TS 9. Bilateral meeting of NSCB with DBM to present the preliminary revised list of designated statistics for appropriate funding 10. Conduct of a User-Producer Forum to solicit comments and recommendations on the preliminary revised list of designated statistics, by the NSCB-TS 11. Consolidation of comments and recommendations for further revision of the list of designated statistics, and writing a report for approval of the Secretary General 12. Presentation of the pre-final revised list of designated statistics to the NSCB Executive Board for approval 13. Preparation of the final list of designated statistics, report, 	<p>Three (3) months</p> <p><i>(22 December 2013 to 21 March 2014)</i></p>

<p>and draft Executive Order directing the DBM to provide necessary funding for the revised list of designated statistics</p> <p>14. Finalization of the EO and endorsement to the President for signature, by the Chair of the NSCB Executive Board</p>	
<p>B. Designation of new statistics and other modification – agencies in the PSS may propose new statistics for designation and/or modification in their designated statistics by submitting their proposal to the NSCB-TS, through their concerned TCs or IACs, for evaluation and endorsement</p>	<p>Three (3) months after the submission of the proposed designation of new statistics and/or other modification</p>
<p>1. Submission of the proposed designation of new statistics and/or other modification should use the prescribed template (Annex BR-07-20130322-01c), and satisfy the following:</p> <ul style="list-style-type: none"> • For new designation, the concerned agency should ensure that supporting documents and/or justifications are submitted to the NSCB-TS to facilitate evaluation • For other modification, it is important to highlight the key indicators to be generated from each statistics as well as the accompanying changes in the frequency of generation of the key indicators, timeliness in the dissemination of results (i.e. data and/or indicators) of the statistical activity, level of disaggregation and any other changes such as scope and coverage of the statistical activity, among others. 	
<p>2. Evaluation of the proposed designation of new statistics and/or other modification based on the Revised Guidelines on the Modification of Designated Statistics, by the NSCB-TS</p> <ul style="list-style-type: none"> • A Checklist of Criteria in the Modification of Designated Statistics was prepared to aid the review/evaluation of the NSCB-TS (Annex BR-07-20130322-01d) 	
<p>3. Bilateral meeting of NSCB and the proponent agency to further discuss the proposed designation of new statistics and/or other modification, and to clarify any issue or concern arising from the initial evaluation conducted by the NSCB-TS</p>	
<p>4. Conduct of Users' Group Discussion to solicit comments and recommendations on the proposed designation of new statistics and/or other modification, by the NSCB-TS</p>	
<p>5. Consolidation of comments and recommendations made by the NSCB-TS and the stakeholders to prepare a report to the concerned TC or IAC</p>	
<p>6. Presentation of concerned TC or IAC, to endorse the proposed designation of new statistics and/or other modification to the NSCB Executive Board for approval</p>	