



**RESTRICTED**

SCCS/2008/16/REP

**REPORT**

**OF THE**

**SIXTEENTH MEETING OF THE**

**REGIONAL CENSUS**

**COORDINATING COMMITTEE**



**CHAIRPERSON:**

Mr. Iwan Sno  
Director  
General Bureau of Statistics  
Klipstenen Straat 5  
Paramaribo, SURINAME

**DATE AND VENUE:**

30-31 October 2008  
Accra Beach Hotel and Resort  
Christ Church  
BARBADOS

---

**CONTENTS**

		<b>Page(s)</b>
<b><u>INTRODUCTION</u></b>	]	1
<b>1. OPENING</b>		
<b>2. ELECTION OF CHAIRMAN</b>	]	1
<b>3. ADOPTION OF AGENDA</b>	]	1
<b>4. PROCEDURAL MATTERS</b>	]	1
<b>5. STATUS REPORTS BY MEMBER STATES/ASSOCIATE MEMBERS ON INITIAL PLANNING FOR THE EXECUTION OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES</b>	]	2-28
<b>6. PLANNING FOR THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES – REGIONAL AND STRATEGY</b>	]	29-32
6.1 Status Report on the Implementation of a Regional Strategy of Support to the 2010 Round of Population and Housing Censuses in the CARICOM Region	] ] ]	29
6.2 Activities under the Common Census Framework – Inter-American Development Bank (IDB) and United Nations Population Fund (UNFPA) Support	] ]	30-32
<b>7. DONOR SUPPORT TO ASSIST THE REGION IN THE CONDUCT OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES</b>	] ]	<b>33-39</b>
7.1 Launch of the Resources Consortium – Content and Next Steps	]	33-36
7.2 CensusInfo – An update	]	37-38

		<b>Page(s)</b>
7.3	Other Initiatives	] 39
7.3.1	Integrated Public Use Microdata Series (IPUMS) International – An update	] 39
<b>8.</b>	<b>ANY OTHER BUSINESS</b>	<b>] 40</b>

**ANNEXES**

**NOS.**

- I LIST OF DELEGATES**
- II AGENDA**

\*\*\*\*\*

## **INTRODUCTION**

The Sixteenth Meeting of the Regional Census Coordinating Committee was held at the Accra Beach Hotel and Resort, Christ Church, Barbados on 30-31 October 2008.

## **REPRESENTATION**

A List of Delegates attending this Meeting is set out at **Annex I**.

### **1. OPENING**

The Meeting commenced after some very brief Opening Remarks.

### **2. ELECTION OF CHAIRMAN**

Mr. Iwan Sno, Director, General Bureau of Statistics, Suriname chaired the Meeting.

### **3. ADOPTION OF AGENDA**

The Agenda, as adopted by the Meeting, is set out at **Annex II**.

### **4. PROCEDURAL MATTERS**

The Meeting determined its hours of work and the manner in which it would conduct its business.

5. **STATUS REPORTS BY MEMBER STATES/ASSOCIATE MEMBERS ON INITIAL PLANNING FOR THE EXECUTION OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES**

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The Meeting received reports from Member States on work which they had completed and which they had started in the context of their initial planning for the execution of the 2010 round of population and housing censuses. Member States also advised of the dates which they had identified for Census Day. The reports were as follows:</p> <p><b>Antigua and Barbuda</b> - Census Day: May 2011 Preparatory work not yet started.</p> <p><b>Barbados</b> – Census Day: 1 May 2010.</p> <p>An internal planning committee had been established. Having suffered a loss of expertise in the service, a series of sub - committees had been established to spread expertise around and to broaden the scope of new members of staff.</p> <p>Census operational procedures were being examined. The Census Advisory Group had been established and its first meeting was expected to take place in November 2008.</p>	<p>The significant costs related to censuses and the related activities presented a real challenge for Member States.</p> <p>The <b>Secretariat representative</b> advised that through the Resources Consortium, resources should be mobilised to support Member States. It was however incumbent upon Member States to indicate clearly what their needs were for the entire process. This having been done they would need to state what could be covered with national resources and what would require external/donor funding.</p> <p>It would then be necessary to negotiate with the donors and meet their requirements.</p> <p>Upon concluding negotiations with donors Member States need to ensure that the agreements arrived at clearly articulate roles, responsibilities and reporting requirements.</p> <p>It was also important to provide feedback to the donors and ensure that the reports were timely and that reporting requirements were fulfilled.</p>	<p><b>Recognised</b> that countries were all at various stages of preparation for 2010 round of Censuses;</p> <p><b>Underscored</b> –</p> <ul style="list-style-type: none"> <li>(i) the importance of early planning;</li> <li>(ii) the need for appropriate legislation to be in place; and</li> <li>(iii) the importance of project management and strategic planning for the Census;</li> </ul> <p>It was suggested that quality assurance had implications for the entire census process. In this regard, there was need for a workshop or seminar to address quality management.</p> <p><b>Also recognised</b> that there were some census offices with own Government Information Service Units and others without their own Government Information Service units;</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>The Bahamas</b> – Census Day: May 2010. US\$3 million had been budgeted for activities related to the 2010 Round of Population and Housing Censuses. Preparatory work had commenced and few meetings had been convened. The first Census meeting was convened in March 2008, and Sub Committee meetings were held.</p> <p>Some GIS had already been done in New Providence, Grand Bahama, Abaco, Inagua and Eleuthra.</p> <p><b>Belize</b> – Census Day: 12 May 2010.</p> <p>The National Census Advisory Committee had been established the budget for the 2010 census was approximately US\$3.5 million.</p> <p>The process of updating ED listings was ongoing. The planning process for the 2010 process was just starting.</p> <p><b>Dominica</b> – Census Day: 12 May 2011.</p> <p>A national advisory group had already been established (in February 2008). It was expected that the core working group would be in place by February 2009.</p>	<p>Reports should be submitted even in cases where there was no activity for a period. These periods of inactivity could be indicative of the need for technical assistance. By maintaining contact and providing reports, Member States could possibly identify the need for technical assistance to give impetus to the process.</p> <p>In Jamaica there was a problem in terms of the availability of geographers. There was a demand for the mapping of informal settlements and also for communities and this required technical persons that were not available. The staff of STATIN did not have the commensurate skills. There was need for support in these areas.</p> <p>Dominica was seeking to cut costs by using government buildings for the Census offices. Office space was also viewed by donors as contribution in kind.</p> <p>The CARICOM Secretariat would be happy to assist Member States with training in mapping in that regard.</p> <p>Small offices with limited resources should consider outsourcing as an option in the execution of their publicity campaigns.</p>	<p><b>Further recognised</b> that –</p> <p>(i) there were several challenges related to training in mapping, liaising with lands and surveys and that countries were at different stages in terms of addressing these challenges; and</p> <p>(ii) more training in the use of GPS handhelds was required and this should be linked to the questionnaire;</p> <p><b>Noted</b> that the CARICOM Secretariat's CCS GIS expert would be available to assist Member States;</p> <p><b>Also noted</b> the increased use of GPS equipment and the plans by the CARICOM Secretariat to have these shared among Member States;</p> <p><b>Endorsed</b> the view that countries needed to respect the core principles to ensure harmonisation and ease of assessment at the regional level;</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The process of demarcating boundaries and subdivisions had commenced.</p> <p>There was an annual budget in the estimates for the financial year for the census amounting to US\$150, 000 for the 2008/2009 financial year.</p> <p><b>Grenada</b> – Census Day May 2010.</p> <p>The planning process had just been initiated. The internal planning committee had started recruiting members from the available staff.</p> <p>Already, the desired questionnaire had been conceptualised and consultations would be held with a view to finalising this questionnaire.</p> <p>A small budget would be submitted for parliamentary approval in December 2008.</p> <p>Assistance was needed in drafting a project document for submission to donors for support.</p> <p>The approach to processing [data] was being changed.</p>	<p>Member States should consider using their Government Information Services, as well as Government radio and television stations to spearhead their publicity campaigns.</p> <p>Antigua and Barbuda proposed to use the Government Information Service Unit and government television and radio stations to spearhead its census publicity campaign. These ought to be used effectively otherwise outsourcing should be considered.</p> <p>The inclusion of a public communications expert on the core Census Advisory Committee as in the case of Dominica was recommended.</p> <p>It was proposed that countries localise their Census field work by using community-based organisations in the coverage, planning and execution of the Census.</p> <p>In the context of field work for mapping, in Jamaica, it was a challenge finding persons to do the on the ground mapping. At the end of the mapping exercise, there is difficulty finding field workers with the ability to read the maps.</p>	<p><b>Further noted</b> the suggestion that a methodological type exercise was needed to ascertain the usefulness of aerial sampling as well as the establishment of aerial sampling units. Such an exercise should be piloted in Trinidad and Tobago given the wealth of persons with competence;</p> <p><b>Welcomed</b> the offer by UNFPA to assist Member States to clean their data;</p> <p><b>Noted</b> the suggestion that Member States should consider using Personal Digital Assistants (PDAs) in lieu of purchasing scanners given the training costs attached to the use of scanners. There was a new version of Census and Survey Processing (CSPRO) which accommodated PDAs;</p> <p><b>Also noted</b> the suggestion that technologies that were tried and tested in the Region should be used given the closeness of 2010 round of population and housing censuses. Member States could in the process benefit from the expertise available in the Region;</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>Guyana</b> – Census Day: July 2010.</p> <p>The internal census committee had been established. From this it was expected that six sub-committees would be formed.</p> <p>Each sub-committee was expected to prepare a proposal as part of the planning process with the Census Committee synthesising the proposals into an overall proposal.</p> <p>The Budget had been submitted to the Ministry of Finance.</p> <p><b>Jamaica</b> – Census Day 11 April 2011.</p> <p>Two committees had been established. An internal planning and an external committee. The latter included external users.</p> <p>The census questionnaire was in the process of being developed.</p> <p>The cost of the Census presented a challenge for that Member State and the Census Office was working in the context of a new government.</p>	<p>It was necessary to get permanent field staff involved in map reading. A permanent Census division was needed in Statin.</p> <p>The challenges posed by the weather and the availability of persons who will work were highlighted. There is need to bear in mind, weather conditions and the availability of persons to work when Census day is being decided upon.</p> <p>In Jamaica it was anticipated that there would be an increase in the number of electoral districts which would likely materialise during the mapping exercise and thus present a challenge.</p> <p>It was prudent to have redundancies built into the system. It was also important to ensure that every building had a Global Positioning System coordinate.</p> <p>St. Vincent and the Grenadines required assistance in terms of the reading of maps. A major challenge for the Census Office in St. Vincent and the Grenadines related to the haphazard way in which houses were set out. There was not a set pattern and there was need to explore geo-referencing.</p>	<p><b>Urged</b> those Member States that had not yet done so to provide the CARICOM Secretariat with their comments in respect of the expert group and common core questionnaire meetings;</p> <p><b>Further noted</b> that upon receipt of Member States' comments the CARICOM Secretariat would present same at the UWI short course/workshop where there would be core of experts with a view to augmenting what was being sought in the Region;</p> <p><b>Also urged</b> Member States to respect the core principles in order to ensure harmonisation and ease of assessment at the regional level;</p> <p><b>Noted</b> that –</p> <p>(i) the UNFPA could facilitating the process of sharing handhelds once countries provided the financial resources for purchasing them; and</p> <p>(ii) If regions provide money the handhelds could be bought and the UNFPA would facilitate the sharing.</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>A 5-year census budget was being prepared and the agricultural census budget was used as the basis for securing funding for the Census with the argument that it was a post Agricultural Census.</p> <p><b>St. Kitts and Nevis</b> – Census Day: May 2010.</p> <p>The preliminary budget had been submitted and initial discussions had been held with stakeholders regarding adjusting questionnaire.</p> <p><b>Saint Lucia</b> – Census Day: 12 May 2010.</p> <p>An internal planning committee had been established. Early in 2009 a National Advisory Committee would be established. The budget had been submitted to the government to for approximately EC\$2.5 million for census.</p> <p>In the context of human resource development, census staff had attended and benefited from a number of workshops on CSPro. Also a small workshop in-house was planned to discuss CSPro.</p> <p>Assistance was required in a number of areas.</p>	<p>Suriname was challenged by its geography with persons in the hinterland living in tribal communities.</p> <p>Anguilla required assistance in the area of mapping/routing and also geo-referencing.</p> <p>Bermuda required training in GIS.</p> <p>The British Virgin Islands needed assistance in examining ED sizes and in determining whether these should be reviewed. One problem that was experienced in 2001 was finding quality persons for to work as enumerators and also backup staff.</p> <p>The BVI Census Office required assistance in reviewing ED sizes and in determining whether theses should be reviewed. A possible problem was in finding quality persons to work as enumerators and also backup staff.</p> <p>The Cayman Islands required technical assistance in its economic statistics department.</p> <p>The expertise to update the GIS maps was lacking within the Census Office.</p>	<p><b>Also welcomed</b> the offer by the UNFPA to provide technical assistance. In the context of the Resource Consortium. There was a budget line that could be explored for that purpose;</p> <p>A methodological type exercise was needed to verify the usefulness of aerial sampling and the establishment of aerial sampling units. Such an exercise should be piloted in Trinidad Tobago given the wealth of persons with competence.</p> <p><b>Further welcomed</b> the pledge by the UNFPA to help Member States to clean their data.</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>St Vincent and the Grenadines</b> – Census Day May 2010.</p> <p>Consultations had been initiated with stakeholders and interest groups and plans are expected to be finalised by the end of 2009.</p> <p>The agreement for the establishment of the Census Advisory Committee in January 2009 had been submitted to Cabinet.</p> <p>The internal planning committee had been established and it was hoped that it would start meeting soon.</p> <p><b>Suriname</b> – Census Day: August 2011.</p> <p>It was anticipated that the Internal Planning Committee would be established by April 2009. There is a permanent census office. The budget for the Census was approximately US\$3.9 million. The project document would be modelled after the 2004 project document and would include a log frame. Suriname had opted for a “classical” census.</p> <p><b>Trinidad and Tobago</b> – Census Day: May 2010.</p>	<p>In Barbados the main GIS person had left and there was need for training in that area.</p> <p>Many Member States did not have updated satellite imagery. Google earth and Google earth 8 + were cited as programmes that could assist Member States even though cloud cover could present difficulties with these options.</p> <p>Mapping was identified as the first defence to ensure quality work in the Census. Too little attention was being paid to maps. Member States should consult with the Secretariat in terms of their scheduling so that they could receive the requisite assistance from the Secretariat in terms of mapping.</p> <p>More training in the use of GPS handhelds was required and it was a laudable idea to link this to the questionnaire.</p> <p>The UNFPA could provide technical assistance and an Memorandum of Understanding (MOU) was in place that addressed this in the context of the Resource Consortium. There was a budget line that could be explored for that purpose.</p>	

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The Census proposal had been completed in 2007.</p> <p>The proposed budget was in the Region of TT\$100 million or US\$16 million.</p> <p>Three committees had been established – the Internal Census Committee, the IT Committee and the Demographic Committee.</p> <p>Enumeration and communication strategies had been devised. An article on the importance of the census had been published in the American Chamber of Commerce’s publication.</p> <p>In respect of human resources there had been training in teleform and there was need for additional training of a similar nature.</p> <p><b>Anguilla</b> – Census Day May 2011.</p> <p>Census preparation activities had commenced. An internal committee comprising members of in the census department had been established.</p> <p>All activities involved in the Census were being reviewed.</p>	<p>Suriname was interested in a training course on census surveys.</p> <p>It was suggested that in terms of data capture, countries should consider using Census and Survey Processing System (CSPro) as well as GPS enabled Personal Digital Assistants (PDAs). Consideration should also be given to the development of form scan software.</p> <p>In Saint Lucia there were drawbacks in respect of the use PDAs new training techniques were required for use of PDAs, <i>inter alia</i>.</p> <p>The editing programme was another area of challenge. Countries needed to be aware that this should be decided on well before going into the field and it should be tested in order to facilitate quick processing.</p> <p>It was suggested that common variable names, definitions, <i>inter alia</i>, would make it easier for regional level analysis and harmonisation.</p> <p>A challenge for Guyana for 2002 was that the questionnaire had been printed in Brazil.</p>	

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>Still in process of deciding who will be on the Advisory Committee.</p> <p>The idea of providing annual updates on developments regarding the census was being deliberated.</p> <p>Consideration was being given to strengthening laws. The theme and the logo for the census were currently being focussed on.</p> <p>Budgeting was being done for activities to be pursued on a yearly basis.</p> <p><b>Bermuda</b> – Census Day: 20 May 2010.</p> <p>An internal census planning committee with ten sub-committees had been established.</p> <p>A memo had been prepared for the Ministry of Finance in respect of financing for the census.</p> <p>The assistance of the Attorney-General's office had been to ensure the correct interpretation of the Act. A Vision Statement had been prepared and 10 goals had been identified as well as 60 objectives related to the goals.</p>	<p>There was concern that with short questionnaire forms there was loss of small areas and small groups. Harvard University had just completed the processing of some countries Fiji, Lesotho and Tanzania using CSPRO and was willing to share information with the CARICOM Secretariat.</p> <p>CSPRO was a basis of communication that allowed programmers and subject matter persons to (i) talk to each other; (ii) to ensure that what is sought is what is received. Having common items ensured compatibility across surveys as well as for Member States.</p> <p>The training of enumerators was important since face-to-face encounters provided high-quality census results.</p> <p>Rules needed to be developed for application throughout the editing programme.</p> <p>Prior to purchasing scanners and utilising resources on training in the use of scanners, Member States should consider using PDAs.</p> <p>There was a new version of CSPRO which accommodated PDAs.</p>	

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>A presentation had been made to the Civil Service advising of Census day. A questionnaire had been sent to the public service regarding its data needs was also sent to the private sector.</p> <p>A calendar of timelines had been drawn up with timelines for census activities. A Gantt Chart had also been done. It was the plan to outsource the publicity and awareness campaign. The possibility of having a countdown clock had been examined. A committee had been established for the logo for the census. The decision had been taken to have a traditional census.</p> <p>There was need for assistance in the area of training in both GIS and data analysis.</p> <p>In terms of human resources, the Census office expected to hire three full time temporary officers during the census exercise for a period of three years depending on the budget. Approximately 300 enumerators' field officers, training editors, coders, and enumerators were expected to be hired.</p> <p><b>British Virgin Islands – Census Day: May 2010.</b></p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>Discussions on census preparation had commenced in July 2008. A tentative schedule for census activities had been prepared.</p> <p>A sensitisation and advertising campaign would be mounted in 2009. The census budget would be prepared in 2009 and this would include advertising and training. The Census Advisory Committee would be established by 31 August 2009. It was the intention to review census activities in 2002 with the aim of identifying any lessons to be learned.</p> <p>Assistance in planning, budget preparation and implementation would be welcome.</p> <p><b>Cayman Islands</b> – Census Day: Oct 2010.</p> <p>The Census plan had been approved.</p> <p>There were general elections scheduled to take place in 2009 in the Cayman Islands. The Census Advisory Committee had been established and two meetings had already been convened. A small census office had been set up in the economic planning office. There was need for staff. A traditional census was being planned.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The publicity plan had been done and the logo had been decided.</p> <p>The assistance of the UNFPA had been sought with respect to the demographic aspect of the census.</p> <p><b>Netherlands Antilles</b> – Census Day: January 2010 The Census Project organisation was in place with persons assigned. All Advisory Committees had been established. The assistance of the media institute in Hague had been sought in terms of publicity for the census. The indication from that institute was that assistance would only be provided in relation to data. A budget of approximately US \$ 2.8 million (this included PDAs), had been prepared. Collaboration with Aruba was being considered. Work had been halted pending the approval of the budget.</p> <p>The January 2010 date for the census might have to be shifted to 2011. This bore implications since legal entities had been established.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>Discussion</b></p> <p>Countries were called on to give indications of the size of their field staff, either proposed, tentative or what it was at the last census.</p> <p>The importance of early planning was underscored. Also stressed was the need for appropriate legislation to be put in place.</p> <p>Project management and strategic planning for the census were cited as being very important, particularly in identifying and rectifying problems that may arise.</p> <p>It was indicated that Grenada proposed to have its census related-legislation ready for scrutiny by parliament as early as possible. The finalisation of the Census questionnaire was, however, an important prerequisite.</p> <p>It was suggested that quality assurance had implications for the entire census process. In this regard, there was need for a workshop or seminar to address quality management.</p> <p>Countries reported on mapping, GIS and other field operations as follows:</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>Antigua and Barbuda</b> was in the process of establishing a GIS Unit. That Member State had requested the assistance of the CARICOM Secretariat for mapping and training in the use of equipment and software.</p> <p>Antigua and Barbuda had recently done an agricultural census, Information and Communication Survey and a Country Poverty Assessment.</p> <p>In relation to field to operations around 300 enumerators had been used. There would be one supervisor assigned to 44 enumerators and one liaison officer for 4 supervisors.</p> <p><b>The Bahamas</b> there was a GIS Unit. Using GIS the mapping exercise was 90% complete. For New Providence the biggest Island, there was a listing of all buildings and their usage. There was imagery for Grand Bahama but not access. The delineation of Grand Bahama is still to be done. Imagery was available for all islands but not access.</p> <p>New Providence was completed. It was the expectation that Grand Bahama would be completed by January 2009.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The Bahamas required training in the software and CARICOM Secretariat was being asked for assistance in this regard. The islands had been amalgamated.</p> <p>In the 2000 census, The Bahamas had used approximately 800 persons in the field and it was likely that this number would increase for the next census.</p> <p><b>Barbados</b> – since 2000 the Statistical Service had been continuously developing and reviewing ED maps.</p> <p>There were 750 persons identified for field operations. 3-4 editor/coders in a small unit in census office. The census office will be in operation until 2012.</p> <p><b>Belize</b> – there was a GIS unit manned by one staff member. It would be necessary to increase the staff complement by one or two to help with the GIS work. Mexico would be providing assistance in the form of attachments in Mexico and it was expected that an expert would be sent to Belize to assist with mapping work.</p> <p>Approximately 1000 persons were expected to help with census field work.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>Dominica</b> –There was ongoing collaboration with the lands and surveys department. Enumeration districts had been subdivided. There had been a review of boundary descriptions for EDs.</p> <p>Towns and districts had been written to regarding numbering for houses.</p> <p>Preparations had been made for the purchase of GPS hand sets. Assistance was needed to acquire these. The mapping exercise was dependent on this assistance being received.</p> <p>It would be necessary to do an evaluation of the census office and its preparations and for this the assistance of the CARICOM Secretariat would be required.</p> <p>Similarly, the assistance of the CARICOM Secretariat would be required for an evaluation of the pre training evaluation. The number of area supervisors would be increased to five.</p> <p><b>Grenada</b> – a significant amount of assistance would be required to help cover the activities to be undertaken in 2009. A draft MOU had been prepared in respect of the secondment of a GIS expert to work with the Census Office. Assistance was needed for upgrading</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>the available GIS software and in securing new equipment. Maps were 75% digitised. In the wake of hurricane Ivan it would be necessary to split maps.</p> <p>It was necessary to purchase equipment and upgrade software.</p> <p>It was expected that by December 2008 the Census Coordinator would be in place</p> <p><b>Guyana –</b></p> <p>With respect to Mapping – the cartography unit was in the field doing the mapping exercise and the census office had been updating maps.</p> <p>As regards GIS work, this was done with assistance from the CARICOM Secretariat</p> <p>There were twelve regional census officers, sixty coordinators 300 supervisors and 2400 enumerators. The Cartography Unit had a complement of 3 staff and help was needed in that unit.</p> <p><b>Jamaica –</b></p> <p>For the 2011 census there would be approximately 5700 field workers.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>There would be six (6) interviewers assigned to one supervisor and twenty (20) supervisors to an area coordinator.</p> <p><b>St. Kitts and Nevis</b> – there was no GIS in the Census Office. Assistance was being sought in this regard. In terms of field staff, there were 140 in St. Kitts and 70 in Nevis.</p> <p>There was one supervisor to forty enumerators.</p> <p>Mapping was ongoing. There had been some GIS training done. There was need for updated satellite images to assist with the mapping.</p> <p><b>Saint Lucia</b> -- A small GIS Unit had been in place since 1995. ED maps were updated on an ongoing basis and efforts were made to ensure that EDs do not go over a certain limit. In the six-month period prior to the census more persons would be hired to ensure the accuracy of the maps.</p> <p>The software used for the mapping exercise was ARC editor 97 and Arc view.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>Mapping and GIS were essential components and integral to the training of enumerators. There were 650 enumerators. Of this number, 200 were backup enumerators would likely compensate for dropouts. There would be 10-15 area supervisors.</p> <p>One scanner had been purchased and a backup scanner would be purchased.</p> <p><b>St. Vincent and the Grenadines</b> – mapping had started and the GIS offices had been splitting maps and reviewing and revising descriptions.</p> <p>There was ongoing collaboration with the physical planning unit with a view to producing better maps.</p> <p>The Census Office was examining the possibility of extending the mapping component of training.</p> <p>The Census Office was in possession of Arc view and GPS equipment. There remained much work to be done.</p> <p>In terms of field staff, as in the past there would be 13 census divisions each with an area supervisor ratio of 1 supervisor to 5 enumerators 300 hundred field staff.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>Trinidad and Tobago</b> — There was a GIS unit in place in Trinidad and Tobago.</p> <p>Many homes had not yet been surveyed. There were not enough maps for the enumeration districts. Resources had been made available from the public sector investment programme for updating maps.</p> <p>It was intended that there would be 2064 enumerators and 306 field editors.</p> <p><b>Anguilla</b> – there was no GIS unit in the Census department. The physical planning department provided assistance with mapping and GIS. There was reliance on the physical planning department in terms of understanding mapping and GIS and some of the needs of the Census Office.</p> <p>Many communities had grown and there would be need to split them up. Hurricane Omar had caused damage and it was realised that there were big EDs without houses. This would need to reduce the size of these EDs to help enumerators.</p> <p>Based on the available maps it was recognised that there would be need to route going through districts.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>There would 54 enumerators with a ratio of 1-4 supervisors to enumerators. It would be necessary to train more supervisors to cater for enumerators.</p> <p><b>Bermuda</b> – in the area of mapping, a subcommittee was in place but it had not yet met.</p> <p>There was a good mapping programme in place through the works and engineering department. All houses were numbered and this was a process that was facilitated by the post office.</p> <p>The GIS unit was expected to be in place by 2009.</p> <p>The staff of the Census Office had attended workshops on GIS architecture and other GIS related issues.</p> <p>With regard to field operations, there were 350 field staff in past. Field staff would be reintroduced. There would be one special area supervisor. There would be 5 enumerators to 1 supervisor. The number of EDs had not yet been decided. It was anticipated that there would one hundred households per ED.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p><b>British Virgin Islands (BVI)</b> – There was no personnel dedicated to GIS or mapping. The town and country planning</p> <p>In terms of new houses built, the maps had been updated. Maps were made available that showed newly built and proposed houses.</p> <p>The division of the country into post codes had helped address the challenge presented by the absence of building numbers and inadequate street names.</p> <p>With respect to field work, in the 2001 census there were 55 EDs.</p> <p><b>Cayman Islands</b> – The household register had been revised. There were good maps in the Lands and Survey Department.</p> <p>There were 250 field staff.</p> <p><b>Netherlands Antilles</b> - ArcView was the Geographic Information System software that was in use in that territory. The GIS unit was staffed by one person.</p> <p>The Dutch Government was responsible for the GIS Project as well as a project for updating the address system.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>Only paper maps were available for some islands.</p> <p>In terms of field staff there were 3 persons in field in Curacao and 2 persons for each of the other islands. Enumerators were drawn from the schools.</p> <p>Previously, in terms of field staff, there were 110 EDs with 6 enumerators.</p> <p><b>Discussion –</b></p> <p>The CARICOM Secretariat was exploring, with UNFPA, possibility of having a quantity of GPS handsets available in a pool for use by Member States.</p> <p>There would be special rules or agreements put in place to govern the arrangement.</p> <p>It was posited that where there was no permanent mapping unit the problems identified would endure.</p> <p>The Bahamas welcomed the CARICOM/UNFPA initiative to make GPS handhelds available. Approximately 4 had been received by that Member State. The Bahamas had started work on its questionnaire and this work would continue.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>In respect of information technology, the Bahamas was seeking equipment to process data and it was the plan to use CSPRO.</p> <p>A decision was yet to be made by Jamaica on whether the short form and long form would be used for the questionnaire as was the case in the 2000 round of censuses.</p> <p>In the Cayman Islands face-to-face will be the main approach to administering the questionnaire. The questionnaire would also be available to respondents online. The experience with drop off was not good. No final decision had yet been made.</p> <p>In respect of the questionnaire, Bermuda was being guided by the UN and CARICOM approaches in designing its questionnaire. This was expected to be completed by December 2008 for pre test in May 2009.</p> <p>The Traditional paper and pencil method and also computer assisted telephone methods would be used for selected communities. Officers had been sent to Canada to observe their processes.</p> <p>Saint Lucia wished to follow the 2010 UN principles for tabulations and also the Regional guidelines. There would be flexibility in terms of what is designed.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>That Member State urged countries to respect the core principles to ensure harmonisation and ease of assessment at the regional level.</p> <p>In the inter-censal period all other survey data was scanned and entered.</p> <p>Trinidad and Tobago – a questionnaire based on the model provided by the CARICOM Secretariat was being used and it was about 80 per cent completed. Stakeholders were to complete the remaining 20 per cent.</p> <p>There was concern that there was need to balance/review the length of the questionnaire. Crime was a concern for Trinidad and Tobago.</p> <p>It was suggested that the questionnaire should be put online after the Census period and with a request for persons who had not completed it to do online.</p> <p>Geo-coding was being explored in Bermuda as well as integrating this with the questionnaires.</p> <p>In Guyana a sub-committee for questionnaires and data processing had been established. A response was being awaited from the CARICOM Secretariat to</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>finalise the questionnaires. A stakeholder consultation exercise had been mounted. That Member State had used scanning technology and intended to do so again. Additional scanners were being procured.</p> <p>Efforts were being made to have the staff compliment enhanced for the census. More coders and editors, scanner operators and verifiers would be hired.</p> <p>Barbados had decided to consider using the scanning technology.</p> <p>It had been hoped that a common core of questions would have been finalised before year end to facilitate planning for 2009-2010 period.</p> <p><b>UWI</b> – in the context of sampling in censuses and efficiency in census taking, there was need to consider making statements and pronouncements based on the sampling done.</p> <p>A methodological type exercise was needed to verify the usefulness of aerial sampling and the establishment of aerial sampling units. Such an exercise should be piloted in Trinidad Tobago given the wealth of persons with competence.</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>In terms of the handling of visitation records, Saint Lucia had done some testing using PDAs. Data was then transferred to excel forms. The visitation records were scanned and produced electronically.</p> <p>It was suggested that sampling should be approached in a manner that would include the sampling of some topics that would not usually be included in the sampling exercise.</p> <p>Common editing programme would not necessarily work</p> <p>It was suggested that Member States should use the technologies that had been tried and tested in Region given the closeness of 2010 round. In the process countries would benefit from the available expertise of the persons in the Region.</p> <p>The CARICOM Secretariat was still awaiting the comments of Member States in respect of the expert group meeting and common core questionnaire meetings.</p> <p>Once received, the comments from Member States would be presented at the UWI short course/workshop where there would be a core of experts to augment what was being sought in the Region.</p>		

---

<b>STATUS/ISSUE</b>	<b>CHALLENGES/BEST PRACTICE</b>	<b>MAIN DECISION</b>
<p>In the context of the choice between the scanning and the use of PDAs, there would be legal implications to using PDAs.</p>		

## 6. PLANNING FOR THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES – REGIONAL AND STRATEGY

### 6.1 Status Report on the Implementation of a Regional Strategy of Support to the 2010 Round of Population and Housing Censuses in the CARICOM Region

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	DECISIONS/RECOMMENDATIONS
<p>Paper RCCC/2008/16/2 entitled “<i>Status Report on the Implementation of a Regional Strategy of Support to the 2010 Round of Population and Housing Censuses in the CARICOM Region</i>” was presented to the Meeting by the <b><u>Secretariat representative</u></b>.</p> <p>The presentation focused on providing feedback on the progress of work regarding the implementation of the various components of the Regional strategy of support to the 2010 Round of Population and Housing Censuses in the CARICOM Region.</p>	<p><b>Challenges/ Best Practices</b></p> <p>Trinidad emphasized the importance of resolving the issue of the common questionnaire, failing which individual countries will go ahead with their questionnaire.</p>	<p><b>THE MEETING:</b></p> <p><b><u>Considered</u></b> the Regional strategy in support to the 2010 Round of Population and Housing Censuses;</p> <p><b><u>Noted</u></b> that many countries had not adhered to the September deadline for submission of their comments regarding the Common Core Questionnaire;</p> <p><b><u>Recognised</u></b> the significance of the launching of the Resource Consortium on Monday;</p> <p><b><u>Also noted</u></b> that the draft report of the meeting of the Population and Housing Census Experts documenting all experiences, challenges and best practices/solutions has been circulated and would be finalised as soon as feedback is received from Member States and Associate Members;</p> <p><b><u>Proposed</u></b> that the deadline for submission of all questionnaires be 15 November 2008.</p>

**6.2 Activities under the Common Census Framework – Inter-American Development Bank (IDB) and United Nations Population Fund (UNFPA) Support**

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	DECISIONS/RECOMMENDATIONS
<p>The Meeting received a presentation from the <b><u>Secretariat representative</u></b> on the activities under the Common Census Framework Project - <b>RCCC/2008/16/4</b>. The presentation covered the overall objective of the project, the benefits to be derived and the various components of the project. Also presented were the update on the project and the plan of action to be undertaken.</p> <p>In the ensuing discussion, it was pointed out that some ground work had been completed under the first Component of the Project – Common Census Framework. However, there was still a considerable amount of work to be done.</p> <p>(i) The preparation of Draft training materials and Enumeration's manuals for the Common Questionnaire;</p> <p>(ii) The designing of a schedule for the delivery of technical assistance in Member States;</p>	<p><b>Challenges</b></p> <p>Lack of timely responses from Member States on the Report of CARICOM Workshop on the design of a Common Questionnaire for the 2010 Round of Population and Housing Censuses. This affected the progress of work to the next level.</p>	<p><b>THE MEETING:</b></p> <p><b><u>Considered</u></b> the status report of activities under the Components of the Common Census Framework;</p> <p><b><u>Urged</u></b> Member States to support the implementation of Recommendations of the Common Census Framework;</p> <p><b><u>Recommended</u></b> that November 15, 2008 be the deadline for the submission of responses by the Member States on the Report of CARICOM Workshop on the design of a Common Questionnaire for the 2010 Round of Population and Housing Censuses.</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	DECISIONS/RECOMMENDATIONS
<p>(iii) The provision of technical support to Member States in the preparation of the National Questionnaire to ensure consistency with the Common Questionnaire; and</p> <p>(iv) Assisting in the design and pre-test of the Common Questionnaire.</p> <p>The need to expedite the finalization and pre-test of the Common Questionnaire in early 2009 was stressed given that most countries were planning to conduct their censuses in 2010.</p> <p>Another point related to the Free Movement of Persons in the Region and whether questions were included in the Common Questionnaire to capture this information. The Meeting was informed that information on Free Movement would be available in Member States (Ministries of Foreign Affairs) since persons would have to apply for a Skills Certificate in order to move. However, if Member States required questions on this issue to be included in the Common Questionnaire then these should be submitted to the Secretariat as soon as possible.</p>		

---

<b>STATUS/ISSUE</b>	<b>CHALLENGES/BEST PRACTICE</b>	<b>DECISIONS/RECOMMENDATIONS</b>
<p>The need for compromise on the number of questions to be included in the questionnaire was underscored. It was pointed out that the order of questions could make a difference.</p> <p>The Meeting was informed that there was a Common Census Questionnaire in the 1980 round of censuses which could be used to address some of the issues that may arise.</p>		

## 7. DONOR SUPPORT TO ASSIST THE REGION IN THE CONDUCT OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES

### 7.1 Launch of the Resources Consortium – Content and Next Steps

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The Meeting received a paper from UNFPA on the Resources Consortium in Support of the 2010 Round of Censuses. The paper addressed the following main headings:</p> <ul style="list-style-type: none"> <li>(i) Review of the Objectives of the Consortium;</li> <li>(ii) Review of the Operational Principles;</li> <li>(iii) Governance;</li> <li>(iv) A Clearing House;</li> <li>(v) The Resources Consortium Progress to date;</li> <li>(vi) The Resources Consortium - Next steps; and</li> <li>(vii) Advocacy Plan.</li> </ul>		<p><b>THE MEETING:</b></p> <p><b>Noted</b> the paper by the UNFPA in respect of the Resources Consortium in support of the 2010 Round of Censuses;</p> <p><b>Welcomed</b> the indication by UNECLAC that –</p> <ul style="list-style-type: none"> <li>(i) it wished to be part of the Consortium; and</li> <li>(ii) it would be willing to provide support not only financially but also in terms of technical expertise;</li> </ul> <p><b>Also noted</b>, with respect to any needs outside the Work Programme –</p> <ul style="list-style-type: none"> <li>(i) these should be channelled through both the CARICOM Secretariat and UNFPA; and</li> <li>(ii) the UNFPA would seek to source funding to address them from other agencies.</li> </ul>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The <b><u>Secretariat representative</u></b> outlined the process of Free Movement by CARICOM countries regarding the application for skills certificates for a specific category of persons that are allowed to move under this regime.</p> <p>The <b><u>Secretariat representative</u></b> also indicated that the Secretariat would suggest questions to Member States for the inclusion in the questionnaire after consultation with the CSME Unit.</p> <p>The questions would relate to whether an individual under the Free Movement is moved under the Regime, ease of movement etc. which can then be cross-checked with the other variables under the questionnaire.</p> <p>The <b><u>Guyana representative</u></b> enquired whether there was a possibility of having a link to countries' websites.</p> <p>In response, the <b><u>UNFPA representative</u></b> informed the meeting that there would not only be a link to the CARICOM web site but also to web sites of individual countries' Statistical Offices.</p>		<p><b><u>Further noted</u></b> that the CARICOM Secretariat would seek donors who would participate in funding Associate States who were not part of the Resources Consortium, having regard to the different procedural arrangements in place for Associate States.</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>The <b><u>Trinidad and Tobago representative</u></b> thanked the UNFPA representative. He also sought clarification on the arrangements for accessing the services of the Consortium, whether there were special procedures.</p> <p>The <b><u>Anguilla representative</u></b> enquired about the membership of the Consortium and whether Associate States could be part of this Consortium.</p> <p>The <b><u>UNECLAC representative</u></b> congratulated the UNFPA and expressed his happiness at the establishment and success of the Consortium. He expressed the view that through the Consortium duplication of efforts would be minimised. He also informed the meeting of UNECLAC's desire to be part of the Consortium and that there was expertise within UNECLAC which could be used.</p> <p>The <b><u>UNFPA representative</u></b> informed the meeting that access to this Consortium could be made using the Work Programme as the basis for activities to be supported. If there were any needs outside the Work Programme these could be channelled through both CARICOM and the UNFPA. UNFPA</p>		

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>would attempt to source resources from other agencies in order to meet these needs.</p> <p>The <b><u>UNFPA representative</u></b> thanked UNECLAC for their support over the last year in Suriname and also for expressing a desire to be part of the Consortium not only as it relates to financial support but most importantly in terms of technical assistance.</p> <p>The <b><u>Secretariat representative</u></b> joined UNFPA in thanking UNECLAC. In response to a query by Anguilla, the <b><u>Secretariat representative</u></b> informed the Meeting that it was not an oversight that that Associated Members were not part of the Consortium. Since they were not full members of CARICOM there were different procedural arrangements relating to funding for Associate Members. The CARICOM Secretariat would seek donors who would participate in funding the Associate Members, should the need arise.</p> <p>The <b><u>UNFPA representative</u></b> informed the Meeting that the Consortium was based more on a partnership arrangement than on membership.</p>		

## 7.2 Census Info – An Update

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	DECISIONS/RECOMMENDATIONS
<p>The <b><u>UNICEF representative</u></b> presented for the Meeting's consideration, Paper RCCC/2008/16/5 Census Info in the CARICOM Region. In his presentation, the <b><u>UNICEF representative</u></b> provided the Meeting -</p> <p>(i) With an introduction and overview of DevInfo;</p> <p>(ii) Some of the recent developments and initiatives of Dev Info in the region such as Saint Lucia's Helen Info and Dominica's NatureIsle Info;</p> <p>(iii) Plans to use Dev Info as the official tool to exchange and disseminate census information and</p> <p>(iv) Global efforts to develop a Census template.</p> <p>The <b><u>Secretariat representative</u></b> acknowledged the leadership and technical support provided by CARICOM to various countries in developing and implementing their own Dev Info systems.</p>	<p><b>Challenges</b></p> <p>There was need to arrive at consensus that Dev Info would be the platform for data harmonisation in the CARICOM region.</p> <p>OECS has requested support to set up OECS Info in the areas of</p> <p>(i) Statistical Training; and</p> <p>(ii) Software.</p> <p>The development of a template for Census Info.</p> <p>The development of a template for the 2010 Global project.</p>	<p><b>THE MEETING:</b></p> <p><b><u>Encouraged</u></b> Member States to participate in the validation of software;</p> <p><b><u>Noted</u></b> that many countries faced problems in being able to disseminate their results widely and quickly;</p> <p><b><u>Endorsed</u></b> Devinfo as the leading data sharing platform for Census 2010 in November 2007.</p>

---

<b>STATUS/ISSUE</b>	<b>CHALLENGES/BEST PRACTICE</b>	<b>DECISIONS/RECOMMENDATIONS</b>
<p>It was pointed out that Dev Info 6.0 would be launched in 2009 and would require no additional user training since it would have a built-in Wizard. It would be compatible with SPSS. Validation and cross checks can be done.</p>		

### 7.3 Other Initiatives

#### 7.3.1 Integrated Public Use Microdata Series (IPUMS) International – An Update

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>(i) A paper was presented on Integrated Public use Microdata Series (IPUMS) International: Update and Proposal for Caribbean Participation;</p> <p>(ii) IPUMS was currently being used by one CARICOM country, Saint Lucia;</p> <p>(iii) The IPUMS CARICOM initiative would attempt to recover census micro data and documents from 1980's to present. It was expected to integrate micro data, and disseminate anonymised samples;</p> <p>(iv) IPUMS would construct a secure data repository based on best practices of USCB, Statistics Canada and CELADE; and</p> <p>(v) By 2010 IPUMS plans to anonymise and integrate micro data of participating CARICOM countries.</p>	<ul style="list-style-type: none"> <li>IPUMS On-Site inspection was listed as a 'best practice' by the Trewin report. UN-ECE list IPUMS as a 'good practice', listing confidentiality, transparency, anonymity and efficiency as strong points.</li> </ul>	<p><b><u>Noted</u></b> that Jamaica had participated in an IPUMS workshop in Panama and was in discussion with IPUMS on the warehousing possibilities for its census data;</p> <p><b><u>Commended</u></b> Saint Lucia on IPUMS;</p> <p><b><u>Also commended</u></b> Jamaica on its willingness to share data with IPUMS.</p>

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
<p>(vi) In 2011 IPUMS would hold a capacity building workshop, in use of IPUMS data bases where they will be training one delegate from each participating statistical office</p>		

8. **ANY OTHER BUSINESS**

STATUS/ISSUE	CHALLENGES/BEST PRACTICE	MAIN DECISION
Country Preparation and support for CENSUS 2010 by Governments.	<p>The <b><u>Jamaica representative</u></b> expressed concern of support from the Government and approval from Heads of Government for the 2010 round of census including a regional budget and timeline.</p> <p>The <b><u>Saint Lucia representative</u></b> noted that CARICOM can help in ensuring that the concern raised by Jamaica for support for the upcoming census be taken to the Council for Human and Social Development (COHSOD) for approval by the Heads of Government.</p>	<p><b>THE MEETING:</b></p> <p><b><u>Noted</u></b> the concerns of Member States in moving forward for the census 2010 round;</p> <p><b><u>Agreed</u></b> that there is need for some intervention by CARICOM for approval by Heads of Government.</p>

**Close of Meeting**

The Meeting ended with an exchange of courtesies

*Caribbean Community (CARICOM) Secretariat  
14 October 2009*

**LIST OF DELEGATES****ANTIGUA AND BARBUDA**

Mr. Rohan Anthony - Senior Statistician  
Ministry of Finance and Economy  
St. John's  
Tel. No.: 268-462-3233/4775  
Fax. No.: 268-562-2542  
Email: [rohan.w.anthony@gmail.com](mailto:rohan.w.anthony@gmail.com)

**THE BAHAMAS**

Ms. Kelsie Dorsett - Senior Deputy Director (Acting Director)  
Department of Statistics  
Ministry of Finance  
PO Box N3904  
Nassau  
Tel. No.: 242-302-2470/325-5452  
Fax. No.: 242-325-5149  
Email: [KELSIEDORSETT@BAHAMAS.GOV.BS](mailto:KELSIEDORSETT@BAHAMAS.GOV.BS)  
or [KLWD86@hotmail.com](mailto:KLWD86@hotmail.com)

**BARBADOS**

Ms. Angela Hunte - Director of Statistical Service  
Barbados Statistical Service  
3<sup>rd</sup> Floor, National Insurance Building  
Fairchild Street  
Bridgetown  
Tel. No.: 246-427-7396  
Fax. No.: 246-435-2198  
Email: [barstats@caribsurf.com](mailto:barstats@caribsurf.com)

---

**BARBADOS (Cont'd)**

Mr. Trevor Knight	-	Deputy Director Barbados Statistical Service 3 <sup>rd</sup> Floor, National Insurance Building Fairchild Street Bridgetown Tel. No.: 246-427-7396 Fax. No.: 246-435-2198 Email: <a href="mailto:barstats@caribsurf.com">barstats@caribsurf.com</a>
Mr. Trevor David	-	Senior Statistician Barbados Statistical Service 3 <sup>rd</sup> Floor, National Insurance Building Fairchild Street Bridgetown Tel. No.: 246-427-6009 Fax. No.: 246-435-2198 Email: <a href="mailto:barstats@caribsurf.com">barstats@caribsurf.com</a>
Mr. Aubrey Browne	-	Senior Statistician Barbados Statistical Service 3 <sup>rd</sup> Floor, National Insurance Building Fairchild Street Bridgetown Tel. No.: 246-427-6009 Fax. No.: 246-435-2198 Email: <a href="mailto:barstats@caribsurf.com">barstats@caribsurf.com</a>

**BARBADOS (Cont'd)**

Ms. Aisha Nalishebo - Statistician  
Barbados Statistical Service  
3<sup>rd</sup> Floor, National Insurance Building  
Fairchild Street  
Bridgetown  
Tel. No.: 246-427-6009

Mr. Asokore Beckles - Statistician I  
Barbados Statistical Service  
3<sup>rd</sup> Floor, National Insurance Building  
Fairchild Street  
Bridgetown  
Tel. No.: 246-427-6009

Ms. Katrina Reid - Statistician

**BELIZE**

Mr Glenn Avilez - Director – General  
Statistical Institute of Belize  
1902 Constitution Drive, Belmopan  
Tel. No.: 501-822-2207/2352  
Fax. No.: 501-822-3206  
Email: [glennavilez@statisticsbelize.org.bz](mailto:glennavilez@statisticsbelize.org.bz)

**DOMINICA**

Ms. Prayma Carrette

-

Chief Statistician  
Central Statistics Office  
Financial Centre  
Kennedy Avenue  
Roseau  
Tel. No.: 767-266-3400  
Fax. No.: 767-449-9128  
Email: [csoda@cwdom.dm](mailto:csoda@cwdom.dm)

**GRENADA**

Mr. Curlan Gilchrist

-

Director  
Central Statistical Office  
Ministry of Finance  
Carenage  
St. George's  
Tel. No.: 473-435-8742/440-1369  
Email: [gogstats@hotmail.com](mailto:gogstats@hotmail.com)

**GUYANA**

Mr. Lennox Benjamin

-

Chief Statistician  
Bureau of Statistics  
125 Parade and Barrack Streets  
Kingston  
Georgetown  
Tel. No.: 592-225-6150  
Fax. No.: 592-226-2036  
Email: [lbenjamin@statisticsguyana.gov.gy](mailto:lbenjamin@statisticsguyana.gov.gy)  
or [montben@yahoo.com](mailto:montben@yahoo.com)

**GUYANA cont'd**

Mr. Dharam Seelochan	-	Deputy Chief Statistician Bureau of Statistics 125 Parade and Barrack Streets Kingston Georgetown Tel. No.: 592-226-0622 Fax. No.: 592-226-2036 Email: <a href="mailto:seelo4@yahoo.com">seelo4@yahoo.com</a>
Ms. Vanessa Profitt	-	Statistician Bureau of Statistics 125 Parade and Barrack Streets Kingston Georgetown Tel. No.: 592-227-3377 Fax. No.: 592-226-2036 Email: <a href="mailto:vprofitt@statisticsguyana.gov.gy">vprofitt@statisticsguyana.gov.gy</a>
Mr. Sonkarley Beaië	-	Consultant Bureau of Statistics 125 Parade and Barrack Streets Kingston Georgetown Tel. No.: 592-641-2579 Email: <a href="mailto:sonbeaie@yahoo.com">sonbeaie@yahoo.com</a>

**JAMAICA**

Ms. Sonia Jackson	-	Director-General Statistical Institute of Jamaica 7 Cecelio Avenue Kingston 10 Tel. No.: 876-926-5311 Email: <a href="mailto:sonia.jackson@statinja.com">sonia.jackson@statinja.com</a>
Mr. Douglas Webster	-	Senior Director Policy, Planning Projects and Research Division Ministry of Industry, Investment and Commerce
		4 St. Lucia Avenue Kingston 5 Tel. No.: 876-920-1672 Email: <a href="mailto:dwebster@miic.gov.jm">dwebster@miic.gov.jm</a>
Ms. Valerie Nam	-	Director, Census Statistical Institute of Jamaica 7 Cecelio Avenue Kingston 10 Tel. No.: 876-926-5311 Fax. No.: 876-926-1138 Email: <a href="mailto:v.nam@statinja.com">v.nam@statinja.com</a>

**ST. KITTS AND NEVIS**

- Ms. Beverly Harris - Director of Statistics  
Statistics Department  
Ministry of Sustainable Development  
P O Box 186  
Bladen Commercial Development  
Basseterre  
Tel. No.: 869-465-2521  
Fax. No.: 869-466-7398  
Email: [stats@sisterisles.kn](mailto:stats@sisterisles.kn)
- Ms. Eren Hanley - Director  
Ministry of Finance, Statistics and  
Economic Planning  
Department of Statistics and Economic Planning  
Main Street  
Charlestown  
**Nevis**  
Tel. No.: 869-469-1352  
Fax. No.: 869-469-0336  
Email: [eren.hanley@niagov.com](mailto:eren.hanley@niagov.com) or  
[statsnevis@yahoo.com](mailto:statsnevis@yahoo.com) /  
[statsnevis@niagov.com](mailto:statsnevis@niagov.com)

**SAINT LUCIA**

Mr. Edwin St. Catherine - Director of Statistics  
Statistics Department  
Ministry of Economic Affairs  
Chreik Building, Micoud Street  
Castries  
Tel. No.: 758-453-7670  
Fax. No.: 758-451-8254  
Email: [edwins@stats.gov.lc](mailto:edwins@stats.gov.lc) or

**ST. VINCENT AND THE GRENADINES**

Ms. Gatlin Roberts - Chief Statistician (Ag.)  
Statistical Office  
Central Planning Division  
Ministry of Finance, Planning and  
Economic Development  
Bay Street  
Kingstown  
Tel. No.: 784-457-2921  
Fax. No.: 784-456-2430/784-457-2076  
Email: [groberts@gov.vc](mailto:groberts@gov.vc) or  
[svg-stats@mail.gov.vc](mailto:svg-stats@mail.gov.vc)

**SURINAME**

Mr. Iwan Sno

-

Director  
General Bureau of Statistics  
Klipstenen Straat 5  
Paramaribo  
Tel. No.: 597-473-927  
Fax. No.: 597-425-004  
Email: [dirabs@cq-link.sr](mailto:dirabs@cq-link.sr)  
Email: [lwansno@gmail.com](mailto:lwansno@gmail.com)

**TRINIDAD AND TOBAGO**

Mr. Dave Clement

-

Director  
Central Statistical Office  
Ministry of Planning, Housing and the  
Environment  
#80 Independence Square  
Port-of-Spain  
Tel. No.: 868-624-2436  
Fax. No.: 868-625-3802  
Email: [davemclement@gmail.com](mailto:davemclement@gmail.com) or  
[Dave.clement@statistics.gov.tt](mailto:Dave.clement@statistics.gov.tt)

**ASSOCIATE MEMBER STATES**

**ANGUILLA**

Mrs. Lori Rae Alleyne-Franklin

- Chief Statistician  
Department  
Ministry of Economic Development,  
Investment, Commerce and Tourism  
Old Court House Building  
PO Box 60  
The Valley  
Tel. No.: 264-497-5731  
Fax. No.: 264-497-3986  
Email: [loriraea@gov.ai](mailto:loriraea@gov.ai)  
or [lori-raea@gov.ai](mailto:lori-raea@gov.ai)

**BERMUDA**

Ms. Valerie Robinson-James

- Chief Statistician  
Department of Statistics  
Cabinet Office  
P O Box HM 3015  
Hamilton HM MX  
Tel. No.: 441-297-7761  
Fax. No.: 441-295-8390  
Email: [vrjames@gov.bm](mailto:vrjames@gov.bm)

**BRITISH VIRGIN ISLANDS**

Ms. Patlian Johnson

- Acting Director  
Development Planning Unit  
Central Administrative Complex  
Road Town, VG 1110  
Tel. No. 284-494-3701 Ext. 3015/3250  
Email: [pajohnson@gov.vg](mailto:pajohnson@gov.vg)

**CAYMAN ISLANDS**

Mr. Ronnie Andersson

- Chief Statistician  
Economics and Statistics Office  
Elisabethan Square  
George Town  
Grand Cayman  
Tel. No.: 345-244-1621  
Fax. No.: 345-949-8782  
Email: [ronnie.andersson@gov.ky](mailto:ronnie.andersson@gov.ky)

**ORGANISATIONS**

**CENTRE FOR INTERDISCIPLINARY  
RESEARCH AND DEVELOPMENT**

Ms. Linda Hewitt

-

Research Consultant  
No 1 Poolside Phase 2  
Maracas  
St. Joseph  
**TRINIDAD AND TOBAGO**  
Tel. No.: 868-663-5431  
Fax. No.: 868-645-4580  
Email: [linhew@trinidad.net](mailto:linhew@trinidad.net)

**CENTRAL BUREAU OF STATISTICS**

Mr. Franciscus Vierbergen

-

Director  
Central Bureau of Statistics  
Fort Amsterdam  
Willemstad, Curacao  
**NETHERLAND ANTILLES**  
Tel. No.: 9 4630-155  
Email: [francis.vierbergen@gov.an](mailto:francis.vierbergen@gov.an)

**EUROPEAN COMMISSION**

Mr. Wayne Lewis

-

Press Information Officer  
P O Box 654C  
Bridgetown  
**BARBADOS**  
Tel. No.: 246-434-8519  
Email: [wayne.lewis@ec.europa.eu](mailto:wayne.lewis@ec.europa.eu)

**INTER-AMERICAN DEVELOPMENT BANK**

Ms. Mariko Russell - Specialist  
Modernization of the State  
1300 New York Avenue, NW  
Washington DC, 20577  
**UNITED STATES OF AMERICA**  
Tel. No.: 202-623-1801  
Email: [marikoy@iadb.org](mailto:marikoy@iadb.org)

**UNITED NATIONS CHILDREN FUND**

Mr. Koen Rossel-Cambier - Social Policy Consultant  
UN House  
Hastings  
**BARBADOS**  
Tel. No.: 246-467-6172  
Fax. No.: 246-936-2812  
Email: [krosselcambier@unicef.org](mailto:krosselcambier@unicef.org)

**UNITED NATIONS DEVELOPMENT PROGRAMME**

Ms. Leisa Perch - Programme Manager  
Sub-Regional Office for Barbados  
and the OECS  
UN House, Marine Gardens  
Hastings  
Christ Church  
**BARBADOS**  
Tel. No.: 246-467-6005  
Fax. No.: 246-429-2448  
Email: [leisa.perch@undp.org](mailto:leisa.perch@undp.org)

**UNITED NATIONS ECONOMIC COMMISSION**  
**FOR LATIN AMERICA AND THE CARIBBEAN**

Mr. Sylvan Roberts

-

Statistician  
1-4 Chancery Lane  
**TRINIDAD AND TOBAGO**  
Tel. No.: 868-623-5595  
Email: [sylvan.roberts@eclac.org](mailto:sylvan.roberts@eclac.org)

---

**UNITED NATIONS POPULATION FUND**

- Mr. Jaime Jose Nadal Roig - Deputy Director  
Sub-Regional Office for the Caribbean  
52 Knutsford Blvd, 3<sup>rd</sup> Floor  
**JAMAICA**  
Tel. No.: 876-906-8591  
Fax. No.: 876-906-8593  
Email: [nadal@unfpa.org](mailto:nadal@unfpa.org)
- Mr. Carlos Ellis - Census Advisor  
52 Knutsford Blvd.  
Kingston, **JAMAICA**  
Tel. No.: 876-906-8591  
Fax. No.: 876-906-8593  
Email: [ellis@unfpa.org](mailto:ellis@unfpa.org)
- Ms. Kellee-Gai Blake - Programme Assistant  
Sub-Regional Office for the Caribbean  
52 Knutsford Boulevard  
Kingston, **JAMAICA**  
Tel. No.: 876-906-8591-2  
Email: [blake@unfpa.org](mailto:blake@unfpa.org)
- Ms. Sandra Paredez - Liaison Officer  
Sub-Regional Office for the Caribbean  
Gordon House, 3<sup>rd</sup> Floor,  
Coney Drive  
Belize City, **BELIZE**  
Tel. No.: 501-223-1644  
Email: [paredez@unfpa.org](mailto:paredez@unfpa.org)

**UNIVERSITY OF THE WEST INDIES**

- Prof. Chukwudum Uche - Professor of Demography  
Dept. of Sociology, Psychology and  
Social Work  
Mona Campus, Kingston 7  
**JAMAICA**  
Tel. No.: 876-376-5976  
Fax. No.: 876-977-9301  
Email: [chuksey@yahoo.com](mailto:chuksey@yahoo.com)
- Dr. Godfrey St. Bernard - Fellow  
Sir Arthur Institute of Social and Economic  
Studies  
St. Augustine  
**TRINIDAD AND TOBAGO**  
Tel. No.: 868-662-2002 Ext. 2148  
Email: [gstbiser@gmail.com](mailto:gstbiser@gmail.com) or  
[godfrey.stbernard@sta.uwi.edu](mailto:godfrey.stbernard@sta.uwi.edu)

**SPECIAL INVITEES**

- Dr. Michael Levin - Senior Census Trainer  
Harvard University  
Center for Population and Development Studies  
9 Bow Street  
Cambridge, MA 02138  
**UNITED STATES OF AMERICA**  
Tel. No.: 703-402-1347  
Email: [Michael.levin@yahoo.com](mailto:Michael.levin@yahoo.com)

**CARIBBEAN COMMUNITY (CARICOM) SECRETARIAT**

- |                         |   |   |
|-------------------------|---|---|
| Dr. Philomen Harrison   | - | Project Director<br>Regional Statistics<br>Email: <a href="mailto:harrison@caricom.org">harrison@caricom.org</a>                                |
| Ms. Franzia Edwards     | - | Programme Manager<br>Resource Mobilisation and Technical<br>Assistance<br>Email: <a href="mailto:fedwards@caricom.org">fedwards@caricom.org</a> |
| Ms. Barbara Adams       | - | Deputy Programme Manager<br>Regional Statistics<br>Email: <a href="mailto:badams@caricom.org">badams@caricom.org</a>                            |
| Mr. John Mensah         | - | Census Coordinator<br>Regional Statistics<br>Email: <a href="mailto:jmensah@caricom.org">jmensah@caricom.org</a>                                |
| Mr. Harold Wall         | - | Project Coordinator (Census)<br>Regional Statistics<br>Email: <a href="mailto:hwall@caricom.org">hwall@caricom.org</a>                          |
| Ms. Geraldine St. Croix | - | Project Coordinator (9 <sup>th</sup> EDF)<br>Regional Statistics<br>Email: <a href="mailto:gstcroix@caricom.org">gstcroix@caricom.org</a>       |
| Mr. Zamani Moodie       | - | Economic Statistician<br>Regional Statistics<br>Email: <a href="mailto:zmoodie@caricom.org">zmoodie@caricom.org</a>                             |

**CARICOM SECRETARIAT (cont'd)**

- |                           |   |   |
|---------------------------|---|---|
| Ms. Hortense Fraser       | - | Senior Project Officer<br>Regional Statistics<br>Email: <a href="mailto:hfraser@caricom.org">hfraser@caricom.org</a>                      |
| Mr. Ronald Joseph         | - | Project Officer<br>Conference Services<br>Email: <a href="mailto:ronaldj@caricom.org">ronaldj@caricom.org</a>                             |
| Mr. Deoram Persaud        | - | Project Officer<br>Regional Statistics<br>Email: <a href="mailto:dpersaud@caricom.org">dpersaud@caricom.org</a>                           |
| Ms. Mignon Bowen          | - | Project Officer<br>Resource Mobilisation and Technical<br>Assistance<br>Email: <a href="mailto:mbowen@caricom.org">mbowen@caricom.org</a> |
| Ms. Sharon Hackett-Simon  | - | Data Management Specialist<br>Regional Statistics<br>Email: <a href="mailto:shackett@caricom.org">shackett@caricom.org</a>                |
| Ms. Michelle Joseph-Chase | - | Administrative Assistant<br>Regional Statistics<br>Email: <a href="mailto:michellejc@caricom.org">michellejc@caricom.org</a>              |
| Ms. Abiola Sandiford      | - | Senior Clerk<br>Regional Statistics<br>Email: <a href="mailto:asandiford@caricom.org">asandiford@caricom.org</a>                          |

**CARICOM SECRETARIAT (cont'd)**

- Ms. Desiree Ramdeen - Senior Secretary  
Regional Statistics  
Email: [dramdeen@caricom.org](mailto:dramdeen@caricom.org)
  
- Mr. Nigel Lewis - Clerk  
Regional Statistics  
Email: [nlewis@caricom.org](mailto:nlewis@caricom.org)
  
- Ms. Faustina Wiggins - Clerk  
Regional Statistics  
Email: [fwiggins@caricom.org](mailto:fwiggins@caricom.org)

\*\*\*\*\*

**AGENDA**

- 1. OPENING**
- 2. ELECTION OF CHAIRMAN**
- 3. ADOPTION OF AGENDA**
- 4. PROCEDURAL MATTERS**
- 5. STATUS REPORTS BY MEMBER STATES/ASSOCIATE MEMBERS ON INITIAL PLANNING FOR THE EXECUTION OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES**
- 6. PLANNING FOR THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES – REGIONAL AND STRATEGY**
  - 6.1 Status Report on the Implementation of a Regional Strategy of Support to the 2010 Round of Population and Housing Censuses in the CARICOM Region
  - 6.2 Activities under the Common Census Framework – Inter-American Development Bank (IDB) and United Nations Population Fund (UNFPA) Support
- 7. DONOR SUPPORT TO ASSIST THE REGION IN THE CONDUCT OF THE 2010 ROUND OF POPULATION AND HOUSING CENSUSES**
  - 7.1 Launch of the Resources Consortium – Content and Next Steps
  - 7.2 CensusInfo – An update

7.3 Other Initiatives -

7.3.1 Integrated Public Use Microdata Series (IPUMS) International – An update

**8. ANY OTHER BUSINESS**

\*\*\*\*\*

**ACRONYMS**

<b>BVI</b>	<b>British Virgin Islands</b>
<b>COHSOD</b>	<b>Council for Human and Social Development</b>
<b>CSPro</b>	<b>Census and Survey Processing System</b>
<b>CSPRO</b>	<b>Census and Servey Processing</b>
<b>EU</b>	<b>European Commission</b>
<b>IDB</b>	<b>Inter-American Development Bank</b>
<b>IPUMS</b>	<b>Integrated Public Use Microdata Series</b>
<b>MOU</b>	<b>Memorandum of Understanding</b>
<b>PDA</b> s	<b>Personal Digetal Assistants</b>
<b>RCCS</b>	<b>Regional Census Coordinating Committee</b>
<b>SCCS</b>	<b>Standing Committee of Caribbean Statisticians</b>
<b>UNCF</b>	<b>United Nations Children Fund</b>
<b>UNECLAC</b>	<b>United Nations Economic Commission for Latin America and the Caribbean</b>
<b>UNFPA</b>	<b>United Nations Population Fund</b>
<b>UNPF</b>	<b>United Nations Population Fund</b>
<b>UWI</b>	<b>University of the West Indies</b>

