

# PEER REVIEW REPORT

ON COMPLIANCE WITH THE CODE OF PRACTICE AND  
THE COORDINATION ROLE OF THE NATIONAL STATISTICAL INSTITUTE

## POLAND

HALLGRÍMUR SNORRASON

JAN BYFUGLIEN

JAGDEV SINGH VIRDEE

MAY 2015

## TABLE OF CONTENTS

1. EXECUTIVE SUMMARY	3
2. INTRODUCTION	6
3. BRIEF DESCRIPTION OF THE NATIONAL STATISTICAL SYSTEM	8
4. COMPLIANCE WITH THE CODE OF PRACTICE AND THE COORDINATION ROLE WITHIN THE NATIONAL STATISTICAL SYSTEM	10
4.1 Strengths of the National Statistical Institute in relation to its compliance with the Code of Practice and to its coordination role	10
4.2 Issues and recommendations	12
4.2.1 Governance and professional independence	12
4.2.2 A sustainable and competent organisation	14
4.2.3 Quality and efficiency of data processing	16
4.2.4 Dissemination	18
4.3 National Statistical Institute views where they diverge from peer reviewers' assessment	21
ANNEX A: PROGRAMME OF THE VISIT	22
ANNEX B: LIST OF PARTICIPANTS	25

## 1. EXECUTIVE SUMMARY

The Polish statistical system has developed markedly since Poland became member of the European Union in 2004. In accordance with the requirements of the European Statistical System (ESS), the Polish statistical system, with the Central Statistical Office (CSO) in the lead, has succeeded in increasing the output of official statistics, harmonising the Polish statistics with those of the ESS and raising the level of quality of official statistical activities. All main requirements of the ESS have been met and actions implemented based on the relevant European regulations as well as the European statistics Code of Practice (CoP).

The National Statistical System (NSS) of Poland is composed of the CSO and its regional statistical offices, which together form the Official Statistics Services of Poland, of Other National Authorities (ONAs) which are mainly government ministries, and the National Bank of Poland. The Official Statistics Services is a large and complex organisation located in Warsaw and in the 16 different regions (voivodships) of the country, employing some 6,400 staff members and producing by far the largest part of Polish official statistics. The CSO is a dynamic body set on streamlining its statistical activities, emphasising quality and deploying modern technologies. A particular feature of the Official Statistics Services is the division of responsibilities within the system; each of the regional statistical offices is responsible for specific subject matters covering the whole country and cooperates on these subjects with relevant CSO departments in Warsaw.

The functioning and coordination of the NSS is partly based on a structure of advisory bodies. These are the Statistical Council, which is composed of representatives of users, producers and statistical experts, and is an advisory body of the President of the Council of Ministers (i.e. the Prime Minister), and a number of technical councils and commissions assisting the President of the CSO on matters of methodology, the annual national Programme of statistical surveys of official statistics, on dissemination and specific subject matters. The statistical programme, based as it is on wide-spread consultation among stakeholders, is the main vehicle for coordinating the activities of the NSS.

The CSO has been successful in introducing and making use of modern technologies and methods for both data collection and dissemination. In data collection the CSO utilises to a large extent computer assisted methods and has developed a specific portal for respondents to render their data submissions. In the field of dissemination, the CSO has recently developed a Geostatistics Portal and a system named STRATEG for monitoring development and cohesion policy. The CSO has a website rich in content and is currently engaged in developing a common data warehouse for all official statistics which will allow the presentation of these in a harmonised way and in a single place, the CSO website. The CSO has recently developed a Statistical Metadata System which allows the registration and use of metadata for all production processes and outputs in a systematic manner.

The Polish statistical system has paid much attention to the statistical cooperation within the ESS and the need for harmonised European statistics. Through its actions in the last few years the system has become highly aligned to the requirements of the ESS. Hence, the Peer Review team finds that the activities of the CSO and the NSS are largely in compliance with the CoP. In spite of this, the Peer Reviewers have identified a few areas where there is scope for improvements. For these they recommend that specific improvement actions are taken to enhance the quality and efficiency of the CSO and the statistical system and bring their practices closer still to the CoP.

## **RECOMMENDATIONS**

### **Governance and professional independence**

1. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, laying down clear provisions for conditions for the dismissal of the President of the Central Statistical Office, in line with the European statistics Code of Practice. (European statistics Code of Practice, Principle 1, indicator 1.8.)
2. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, abolishing the present Article 31 of the Law or amending it to remove the current ministerial decision on patterns of statistical questionnaires. (European statistics Code of Practice, Principles 1, indicator 1.1, Principles 8 and 10.)
3. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, abolishing the present Article 38.3 or amending it to remove the current ministerial decision on statistical dissemination. (European statistics Code of Practice, Principles 1, indicator 1.1 and Principle 15.)
4. The Central Statistical Office should prepare and promote the necessary legislative amendments, authorising the Official Statistics Services to access and use microdata from administrative registers and records, including tax records, held by government departments and agencies, for the purposes of compiling official statistics. (European statistics Code of Practice, Principle 2, Principle 8, indicators 8.7, 8.8 and 8.9, Principle 9 and Principle 10, indicator 10.3.)
5. The Central Statistical Office should prepare and promote the necessary legislative amendments, making it mandatory for holders of administrative records and registers, which are or may be used for statistical purposes, to inform and consult the CSO on planned changes to registers and on the design and specifications of registers in order to make them more suitable for statistical usage. (European statistics Code of Practice, Principle 2, Principle 8, indicators 8.7, 8.8, 8.9 and Principle 10, indicator 10.3.)

### **A sustainable and competent organisation**

6. The Central Statistical Office should undertake a review of the organisation of the Official Statistics Services in order to prepare for the modernisation of business processes, increase efficiency and ensure the best use of available competences. (European statistics Code of Practice, Principles 3 and 10.)
7. The Central Statistical Office should design and implement a salary policy and make strong efforts to increase flexibility in the use of its financial resources, especially in order to increase the salaries of staff, making the salaries more competitive with those of other government agencies. (European statistics Code of Practice, Principle 3, indicator 3.1.)

### **Quality and efficiency of data processing**

8. The Central Statistical Office should speed up its work on quality reviews and include systematic user consultation as part of the review process. (European statistics Code of Practice, Principle 4, indicator 4.4.)

9. The Central Statistical Office should draw up and publish on its website a policy for how errors in disseminated statistics are treated, corrected and explained to users. (European statistics Code of Practice, Principle 6, indicator 6.3.)
10. The Central Statistical Office should draw up and publish on its website a policy for how revisions of statistical outputs are planned, implemented and announced to users in advance. (European statistics Code of Practice, Principle 8, indicator 8.6, and Principle 12, indicator 12.3.)
11. The Central Statistical Office should speed up the implementation of the Generic Statistical Business Process Model across the statistical production processes and introduce systematic standardisation for the different stages of the production processes. (European statistics Code of Practice, Principle 4, Principle 7 indicator 7.2, and Principle 10.)
12. The Central Statistical Office should implement standardised software and tools across subject matter areas and production processes, including standardised applications for data editing and imputation. (European statistics Code of Practice, Principle 7, indicator 7.2, Principle 8, indicator 8.5, and Principle 10.)

## **Dissemination**

13. The Central Statistical Office should develop and publish on its website a forward-looking and overarching dissemination policy. This should encompass the obligation to disseminate all statistics produced and issues of equal access, timeliness, release and presentation practices. The views and requirements of different types of users should be taken into account in developing this policy as well as the decreasing need for printed publications and the implementation of newly emerging dissemination techniques. (European statistics Code of Practice, Principle 10, indicator 10.2, and Principle 15.)
14. A single release calendar, covering all official statistics produced by the Central Statistical Office and Other National Authorities, should be developed by the Central Statistical Office and published prominently on its website. This should include the precise time and date of all statistical releases and be regularly updated during the year (European statistics Code of Practice, Principle 6, indicator 6.5 and Principle 13, indicator 13.2.)
15. The work to extend scope of the website of the Central Statistical Office to cover all official statistics produced by the National Statistical System should be speeded up for early completion. (European statistics Code of Practice, Principle 15, indicators 15.1 and 15.2.)
16. The Central Statistical Office should work towards reducing the time between collection of survey data and publication of results, with precise publication times considered in planning the annual work programme and included in the release calendar. (European statistics Code of Practice, Principle 13, indicators 13.1 and 13.3.)
17. The Central Statistical Office should draw up and publish general rules and protocols for access to microdata, and implement facilities for remote access to microdata for research purposes. (European statistics Code of Practice, Principle 15, indicator 15.4.)

## 2. INTRODUCTION

This peer review report is part of a series of assessments, the objective of which is to evaluate the extent to which National Statistical Institutes (NSIs) and the European Statistical System (ESS)<sup>1</sup> comply with the European statistics Code of Practice (CoP).

The CoP, which sets out a common quality framework for the ESS, was first adopted in 2005 by the Statistical Programme Committee and updated in 2011 by its successor, the European Statistical System Committee. The CoP – 15 principles and related indicators of good practice – covers the institutional environment, the statistical production process and the output of European statistics. The ESS is committed to fully complying with the CoP and is working towards its full implementation. Periodic assessments review progress towards reaching this goal.

The first global assessment, a round of peer reviews in 2006–2008, explored how the NSIs and Eurostat were progressing in implementing the parts of the CoP relating to the institutional environment and dissemination of statistics (principles 1–6 and 15). This resulted in reports for each NSI and Eurostat, available on the Eurostat website<sup>2</sup>. These reports also include a set of improvement actions covering all the principles of the CoP; these informed the annual monitoring of the implementation of the CoP in the ESS in the period 2009-2013.

The scope of this second round of peer reviews is broader: the assessment of CoP compliance covers all principles; the CoP compliance of selected other national producers of European statistics (as well as the NSI) in each country is assessed; and the way in which statistical authorities coordinate the production and dissemination of European statistics within their statistical systems is explored.

It should be underlined that there is a fundamental difference between the reports in the previous round of peer reviews conducted in 2006-2008 and the reports from this round. In the 2006-2008 round compliance with principles 1 to 6 and 15 of the CoP was assessed by means of a four-level scale (fully met; largely met; partly met and not met) and improvement actions were agreed on all 15 principles. After five years of continuous development most of the improvement actions have been implemented and significant progress towards full compliance with the CoP has been made. Therefore, rather than stating the state of play for all principles of the CoP, the reports from the 2013-2015 round mainly focus on issues where full compliance with the CoP has not been found or further improvements are recommended by the Peer Review team.

In order to gain an independent view, the peer review exercise has been externalised and an audit-like approach, where all the answers to the self-assessment questionnaires have to be supported by evidence, has been applied. As in 2006-2008, all EU Member States, the EFTA/EEA countries and Eurostat are subject to a peer review.

Each peer review in the Member States and EFTA/EEA countries is conducted by three reviewers and has four phases: completion of self-assessment questionnaires by a country; their assessment by Peer Reviewers; a peer review visit; and the preparation of reports on the outcomes. The peer

---

<sup>1</sup> The ESS is the partnership between the Union statistical authority, which is the Commission (Eurostat), the national statistical institutes (NSIs) and other national authorities responsible in each Member State for the development, production and dissemination of European statistics. This Partnership also includes the EFTA /EEA countries.

<sup>2</sup> <http://ec.europa.eu/eurostat/web/quality/first-round-of-peer-reviews>

review of Eurostat has been conducted by the European Statistical Governance Advisory Board (ESGAB).

To test and complete the methodology, it was piloted in two countries, Iceland and Slovakia, over the summer of 2013.

The peer review of Poland was conducted by Hallgrímur Snorrason (chair), Jan Byfuglien and Jagdev Singh Virdee who conducted a peer review visit to Warsaw on 23-27 February 2015. The programme of the visit is in Annex A and the list of participants in Annex B.

This report focuses on compliance with the CoP and the coordination of European statistics within the Polish statistical system. The report highlights some of the strengths of the Polish statistical system in these contexts and contains recommendations for improvement. Improvement actions developed by the CSO on the basis of this report will be published within the four-week period starting when the final report is sent to the NSI.

### **3. BRIEF DESCRIPTION OF THE NATIONAL STATISTICAL SYSTEM**

#### ***Statistical legislation***

The basic legal act defining the Polish National Statistical System is the Law of 29 June 1995 on Official Statistics<sup>3</sup> (hereinafter: the statistical law). The statistical law regulates among other things the following issues: organisation of statistical surveys, services of official statistics, statistical responsibilities and access to data, dissemination and storing of statistical information, classification standards, national official registers and financing of official statistics. The population and housing census and the agriculture census are subject to separate legislation.

#### ***National Statistical System (NSS)***

The Central Statistical Office of Poland (CSO) is the national statistical authority designated as the body responsible for coordinating all activities at national level for the development, production and dissemination of European statistics. In the majority of cases, the CSO acts as the contact point for the European Commission (Eurostat) on statistical matters. The NSS consists of:

- the Official Statistics Services (the CSO and the regional statistical offices),
- other units authorised to carry out statistical surveys – mainly ministries (including ONAs), central offices and the National Bank of Poland,
- the sources of statistical data (respondents, administrative systems).

Other national authorities (ONAs) responsible in Poland for the development, production and dissemination of European statistics are the Ministry of Finance, Ministry of Agriculture and Rural Development, Ministry of the Interior, Ministry of Justice, Ministry of Labour and Social Policy, and Polish Financial Supervision Authority. Some ONAs send data directly to Eurostat.

#### ***Head of the CSO***

The President of the CSO governs the Official Statistics Services in a centralised way. The CSO President is appointed by the Prime Minister from among candidates selected through an open and competitive procedure. The President has jurisdiction over statistical matters and acts as the coordinator of the Polish system of official statistics.

#### ***Mission***

The strategy, mission and vision of Polish official statistics are in line with the statistical law and are defined in the document “Development Directions of Polish Official Statistics until 2017”: *“The mission of official statistics is to provide plausible, reliable, independent, and high quality statistical information about the state and about the ongoing changes in the society, in its economy, and in its natural environment which meet the needs of domestic and international users.”*

#### ***Statistical Programme***

The Programme of statistical surveys of official statistics is an annual one, issued pursuant to the statistical law. The programme sets the scope of topics, units and entities to be covered by statistical surveys. The programme is the main tool facilitating coordination in this respect. The programme is prepared by the CSO President based on identified needs for information and statistical analyses with the view to meeting user needs in the most comprehensive way. The draft programme is presented to the Statistical Council which refines the final draft and submits it to the Council of Ministers. The programme is then adopted by way of a regulation of the Council of Ministers. The 2014 programme included 250 surveys of which 64% were carried out by the CSO,

---

<sup>3</sup> Journal of Laws of 2012 item 591, as amended

17% by other competent bodies and 19% jointly. Administrative data was used in 65% of the surveys. Approximately 89% of the surveys were carried out for European needs. The statistical surveys of official statistics are financed from the state budget.

### ***Advisory bodies***

The Polish NSS has a series of advisory bodies dealing with various statistical matters. The Statistical Council is an advisory body of the President of the Council of Ministers and the key advisory body of the NSS. It is composed of representatives of state administration bodies, local authorities, self-government organisations, organisations of employers, trade unions and scientific experts. The main responsibility of the Council is to determine a draft programme of statistical surveys for the next year on the basis of proposals by the CSO President. Other main advisory bodies are the Scientific Statistical Council (advising on the methodology of statistical surveys), the CSO Governing Body (dealing with important daily issues of CSO functioning), the Programme Commission (preparing the annual programme of statistical surveys), the Methodological Commission (upgrading the methodology of statistical surveys in order to raise their quality), the Editorial Committee (developing rules for dissemination), and the Statistical Education Council.

### ***Organisation structure***

According to the statistical law, the Official Statistics Services consist of the President of the CSO, directors of regional statistical offices subordinated to the CSO President, as well as the Stefan Szulc Central Statistical Library, Statistical Computing Centre, Statistical Publishing Establishment and Centre of Statistics Research and Education, all subordinated to or supervised by the CSO President. The President manages the CSO supported by Vice-Presidents, the Civil Service Director and directors of 19 departments and offices. At the regional level, there is one statistical office in every region (voivodship) or 16 in all. The regional statistical offices specialise in concrete statistical fields and are entrusted with performing specialised tasks on a national scale. In 2014, the Official Statistics Services employed around 6,400 staff, of which some 1,300 were in the CSO (including the separate units subordinated to the CSO President) and 5,100 in regional statistical offices all over the country. The number of employees of regional statistical offices covers a corps of interviewers amounting to about 930 full-time equivalents.

### ***Statistical products and dissemination***

The official statistical system provides equal, indiscriminate and simultaneous access to statistical information. The CSO does not publish nor disseminate: individual data, statistical information which can be linked to or used to identify natural persons, or individual data characterising business entities which has been obtained by the Official Statistics Services (statistical confidentiality). The CSO website ([www.stat.gov.pl](http://www.stat.gov.pl)) is the main vehicle for disseminating statistical results.

### ***Quality commitment***

The quality of produced statistics is of high importance to the Official Statistics Services. Quality policy and quality management are enforced by the internal ordinance on measurement, assessment and monitoring of the quality of statistical surveys in official statistics. It is also the basis for preparing the annual action plan on improving quality as well as the annual plan of quality reviews. A wide range of tools is in place to deal with quality management, such as quality reports, quality indicators, quality checklists and quality reviews. The quality policy of Polish Official Statistics and the standard tools for measuring, assessing and monitoring the quality of statistical surveys are presented in the “Vademecum of Quality in official statistics”. Good practices are disseminated through a corporate system.

## **4. COMPLIANCE WITH THE CODE OF PRACTICE AND THE COORDINATION ROLE WITHIN THE NATIONAL STATISTICAL SYSTEM**

### **4.1 STRENGTHS OF THE NATIONAL STATISTICAL INSTITUTE IN RELATION TO ITS COMPLIANCE WITH THE CODE OF PRACTICE AND TO ITS COORDINATION ROLE**

The Polish statistical system operates on the basis of the statistical law from 1995. The statistical law is comprehensive and covers all major aspects of the statistical activities of the CSO and other national producers of statistics, such as governance of the statistical system, professional independence of the President of the CSO, mandate for data collection including administrative data, confidentiality, and planning and production of official statistics. Hence, the statistical law is a sound basis for official statistics. (All principles.)

The Official Statistics Services of Poland is a large and well-functioning system governed by the President of the CSO. The system encompasses the President of the CSO, units which are subordinated to the President as well as the directors of 16 regional statistical offices. There is effective division of labour within the system; each of the regional statistical offices is responsible for specific subject matters covering the whole country and cooperates on these with the relevant CSO departments in Warsaw. To give some examples of this: the regional statistical office in Lodz specialises in statistics of small and medium-sized enterprises, statistics on living conditions and in survey processes and methodology; the regional statistical office in Opole is responsible for the main price statistics; the regional statistical office in Bydgoszcz is responsible for employment statistics; regional accounts are compiled in the regional statistical office in Katowice, while the regional statistical office in Gdansk is responsible for the quarterly Polish labour force survey results for the entire country. (All principles.)

A particular feature of the Polish statistical system is a structure of advisory bodies providing for broad consultation between users, producers and statistical methodologists. The Statistical Council operates on the basis of the statistical law; it is an advisory body of the President of the Council of Ministers and works closely with the CSO and other institutions of the statistical system, in particular on the preparation of the Programme of statistical surveys of official statistics. The President of the CSO is assisted by several standing advisory committees, such as the Scientific Statistical Council, the Methodological Commission, the Programme Commission and the Statistical Education Council. All of these bodies include members from outside of the CSO, in particular representing users and the scientific community. (Statistical processes, coordination.)

The statistical programme is prepared for each year. The work on the programme is continuous as one wave of preparations and planning lasts more or less a whole year and is followed by a new wave involving the planning for the coming year. There is active user consultation through the Statistical Commission and active cooperation among the institutions of the statistical system through the Programme Commission as well as inter-institutional working groups. The statistical programme encompasses all surveys and activities of the CSO and other national producers of Polish official statistics. It sets out the scope for each survey and activity, the population to be surveyed, the data to be collected, as well as time frames for the activities and release dates of planned products. (Statistical processes, statistical output.)

The NSS is subject to effective coordination through the annual planning process and close cooperation through the advisory councils and commissions. The annual statistical programme is the main vehicle for coordination (Coordination).

For its human resource (HR) management the CSO applies a forward-looking and staff-friendly approach which encourages staff development. This approach involves comprehensive training and an internal recruitment policy enabling job rotation for enhancing the breadth of knowledge and experience of staff. Also, the HR management recognises the need for flexibility in work and working time for staff with young children or in other circumstances that require adjustments to working time. (Principles 3, 4 and 7.)

The CSO has been successful in introducing and utilising modern technologies and methods for collecting data. Thus, various computer assisted data collection methods have been implemented replacing traditional paper based surveying. These methods include computer assisted personal interviewing (CAPI), computer assisted telephone interviewing (CATI), and a Reporting Portal for collection of data. Concomitant with this development, the CSO has successfully worked on the integration of surveys and of questionnaires. These developments have resulted in increased efficiencies, cost reductions, reduced response time and improvement in data quality as a result of automatic digital validation at the time of entering the data. (Principles 4, 7, 8, 9, and 10).

The CSO has introduced important modern and innovative practices of disseminating statistical outputs. Two prominent examples are the development of the 'STRATEG' system and the 'Geostatistics Portal'. STRATEG is a system created by the CSO for supporting the programming and monitoring of cohesion and development policies. It is a collection of data derived from different sources and is used to monitor the implementation of strategies that are binding in Poland at both national and regional levels as well as in the European Union (such as the Europe 2020 strategy). Additionally, the system gathers statistical indicators relevant to the implementation of cohesion policy. The Geostatistics Portal is a modern solution for the cartographic presentation of data obtained in censuses, namely the Agricultural Census 2010 and the Population and Housing Census 2011 and also from the Local Data Bank. (Principle 15.)

Recently, the CSO has been carrying out work on integrating metadata and developing a 'Statistical Metadata System' (SMS) to be used through the entire statistical production process. The SMS is based on the Generic Statistical Business Process Model (GSBPM) which will greatly facilitate the implementation of that model. (Principles 7 and 15.)

Currently, the CSO is working on developing a data warehouse that will contain data covering the entire statistical programme and all the producers of statistics involved. Based on this, the CSO is extending the scope of its website to cover official statistics by the entire Polish statistical system. (Principle 15.)

The Peer Review team has learned of several actions, recently undertaken by the CSO, which constitute improvements and are innovative in the context of Polish official statistics. Some of these have been mentioned earlier in this section. Of the new actions implemented by the CSO, the development of the 'STRATEG' system can be considered innovative also in the context of European statistics. While the actual database and the interface of the system are both based on well-known technologies, the innovative character of the STRATEG system lies in its focus on supporting the implementation of the programming and monitoring of development and cohesion policy, on the use of statistical indicators as a way of communicating information and on visually appealing forms of data presentation. The development of the STRATEG system with close cooperation with the relevant Ministry is an example of an innovative practice.

## 4.2 ISSUES AND RECOMMENDATIONS

Since the accession of Poland to the European Union in 2004, the Polish statistical system has undergone major changes. The main objectives have been to increase the coverage and output of official statistics in line with European requirements, harmonise Polish statistics with those of the ESS, and raise the level of quality of official statistical activities. As a consequence, the requirements of the ESS have been met and actions implemented based on the relevant European regulations. These developments have also been based on the CoP. They have been led and largely undertaken by the CSO which is by law the leading statistical institution of the country and, together with the regional statistical offices, produces by far the largest part of Polish official statistics. The CSO is a dynamic body set on streamlining its statistical activities, emphasising quality and utilising modern technologies.

Through these actions, the CSO and the Polish statistical system have reached a high degree of compliance with the CoP. However, the Peer Reviewers find that the level of compliance can still be raised in a few areas. Thus, this report contains several recommendations for improvement that would enhance the quality and the efficiency of the CSO and the statistical system and bring their practices closer still to the principles of the CoP.

### 4.2.1 GOVERNANCE AND PROFESSIONAL INDEPENDENCE

#### *Rules for the termination of the incumbency of the CSO president*

The statistical law contains detailed rules on the appointment of the President of the CSO. These involve procedures which are fully transparent and stipulate open competition and appointment based on professional qualifications. The statistical law, however, does not specify the conditions under which the President of the CSO can be dismissed. While the Peer Reviewers found no evidence indicating that a President has been dismissed due to political reasons since the present statistical law came into force in 1995, the Peer Reviewers are of the opinion that the lack of clear rules in this respect is a potential threat to the independence of the President. Hence, they recommend that the legal situation should be brought in line with the CoP.

In order to achieve compliance with the CoP, **the Peer Reviewers recommend that:**

- 1. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, laying down clear provisions for conditions for the dismissal of the President of the Central Statistical Office, in line with the European statistics Code of Practice. (European statistics Code of Practice, Principle 1, indicator 1.8.)**

#### *Ministerial regulation on patterns of statistical questionnaires*

According to the current statistical law, the issue of the annual programme of statistical surveys is followed by an issue of a regulation by the Prime Minister on template report forms, an explanation of how to complete them and on template statistical questionnaires used in the statistical surveys established within the Programme of statistical surveys of official statistics. This is stipulated in Article 31 of the statistical law as follows: *"The President of the Council of Ministers shall determine by means of a regulation the patterns of statistical questionnaires together with the explanations concerning their fulfilment (...)".*

During the Peer Review discussions it became clear that this annual procedure is unnecessary and possibly counterproductive in relation to improving and modernising data collection. Formally, it

also brings rather technical questions to the political level which contradicts the principle of professional independence. This comes in addition to the decision of the Council of Ministers on the annual programme that also provides the legal basis for the different surveys. The Peer Reviewers are of the opinion that this practice should be terminated.

In order to achieve and enhance compliance with the CoP, **the Peer Reviewers recommend that:**

- 2. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, abolishing the present Article 31 of the Law or amending it to remove the current ministerial decision on patterns of statistical questionnaires. (European statistics Code of Practice, Principles 1, indicator 1.1, Principles 8 and 10.)**

#### ***Ministerial order on disseminating statistical information***

In Article 38.3 of the statistical law it is said: *“The President of the Council of Ministers shall specify, by means of a regulation, the procedures and forms of publishing and dissemination of the results of statistical surveys.”* On the basis of this, an Order has been issued: *Order by the Prime Minister issued on 10 September 1999 on the ways and forms of announcing, disseminating and propagating result statistical information*<sup>4</sup>.

The main provisions of Article 38 concern limitations on disseminating microdata on individuals and business entities or which can be linked to and allow the identification of individuals and businesses. One objective of this order, however, is apparently to ensure that statistical information is disseminated. The content of the Order is quite detailed concerning the ways and means to disseminate the statistics, for instance by specifying which ‘signal elaborations’, which yearbooks and which bulletins and magazines shall be produced.

In the Peer Review discussions it was revealed that this order is both outdated and largely forgotten. Nevertheless, the Peer Reviewers are of the opinion that the provision of Article 38.3 on the issue by the President of the Council of Ministers of a regulation specifying procedures and forms of dissemination is not in conformity with the principle of professional independence. If activated and observed, such an order might limit the flexibility and the efficiency of developing the dissemination programme of the CSO.

In order to achieve and enhance compliance with the CoP, **the Peer Reviewers recommend that:**

- 3. The Central Statistical Office should prepare and promote an amendment to the Law on Official Statistics, abolishing the present Article 38.3 or amending it to remove the current ministerial decision on statistical dissemination. (European statistics Code of Practice, Principles 1, indicator 1.1 and Principle 15.)**

#### ***Use of administrative data***

Article 13 of the statistical law contains the legal basis for the collection and utilisation of administrative records and registers for statistical purposes. Article 13.3 specifies that State administration bodies and units of local authorities, other governmental agencies, organs maintaining official registers and the National Bank of Poland shall submit to the official statistical

---

<sup>4</sup> Journal of Laws 1999 No 75.842.

services the administrative records stored by them on a free-of-charge basis and in the scope, form and time specified each time in the Programme of statistical surveys of official statistics. Furthermore, Article 13.5 stipulates that the *"President of the Central Statistical Office shall be obliged to submit to the State administration bodies and the units of local authorities, other governmental agencies, organs maintaining official registers, and the National Bank of Poland, justified motions concerning the need to supplement collected and stored administrative records in such a way as they can be used directly for the needs of official statistics"*.

In the self-assessment of the CSO it is revealed that the CSO has difficulties in obtaining some administrative records, in particular unit level records. Thus, the statistical law appears not to be sufficiently clear on the obligation of holders of administrative registers and records to submit microdata to the CSO or grant the CSO access to microdata. Furthermore, there are no provisions obliging the holders of administrative registers and records, which are or may be used for administrative purposes, to inform and consult the CSO on planned development of registers or changes in registers in order to ensure that they are suitable for statistical purposes. The possibility for the CSO to influence the development of administrative sources is also limited. The Peer Review team is of the opinion that there is a need to clarify this in the statistical law, ensuring that the CSO has full access to administrative microdata and there are no obstacles to its utilisation for statistical purposes.

In order to achieve and enhance compliance with the CoP, **the Peer Reviewers recommend that:**

- 4. The Central Statistical Office should prepare and promote the necessary legislative amendments, authorising the Official Statistics Services to access and use microdata from administrative registers and records, including tax records, held by government departments and agencies, for the purposes of compiling official statistics. (European statistics Code of Practice, Principle 2, Principle 8, indicators 8.7, 8.8 and 8.9, Principle 9 and Principle 10, indicator 10.3.)**
- 5. The Central Statistical Office should prepare and promote the necessary legislative amendments, making it mandatory for holders of administrative records and registers, which are or may be used for statistical purposes, to inform and consult the CSO on planned changes to registers and on the design and specifications of registers in order to make them more suitable for statistical usage. (European statistics Code of Practice, Principle 2, Principle 8, indicators 8.7, 8.8, 8.9 and Principle 10, indicator 10.3.)**

## **4.2.2 A SUSTAINABLE AND COMPETENT ORGANISATION**

### ***Organisational development***

The Official Statistics Services of Poland consist of the CSO in Warsaw, including the separate but subordinate units of the Central Statistical Library, the Statistical Computing Centre and the Statistical Publishing Establishment, and 16 regional statistical offices, one in each region (voivodship). The Services as a whole have almost 6,400 permanent staff members with some 1,300 at the CSO in Warsaw (including the separate but subordinate units) and about 5,100 in the regional statistical offices.

The directors of regional statistical offices are subordinate to the President of the CSO. Until 2009, their main tasks were collecting data from their regions. The division of work has since then been

organised in such a way that each regional statistical office has been made responsible for specific statistical subject area(s) for the whole country.

This illustrates that the Official Statistics Services form a large and complex organisation that needs to work actively on issues related to coordination, organisational development, training and competence development. Currently, the CSO is preparing for implementing a business process model and is in that connection interested in abandoning its present form of stove-pipe organisation, adopting a more process oriented model. This is closely related to the issues of modernising business processes and increasing efficiency, where the key factor is staff with relevant education and competences. The Peer Reviewers are of the opinion that the Official Statistics Services would benefit from a review of the organisational structure. Such a review should involve the CSO, the subordinate units in Warsaw and the regional statistical offices and aim for raising the level of efficiency of operations, increasing flexibility with a view to ease the implementation of the GSBPM and to make the best use of existing human and financial resources.

In order to enhance compliance with the CoP, the Peer Reviewers recommend that:

- 6. The Central Statistical Office should undertake a review of the organisation of the Official Statistics Services in order to prepare for the modernisation of business processes, increase efficiency and ensure the best use of available competences. (European statistics Code of Practice, Principles 3 and 10.)**

#### ***Salary policy and salary level***

According to the CSO self-assessment, the financial resources for CSO salaries have not increased in accordance with the inflation rate since 2009<sup>5</sup>, despite the increasing number of new tasks which employees have had to undertake. Furthermore, salaries in official statistics are low in comparison with other public authorities as well as the private sector. Thus it has become more and more difficult to retain young statisticians for some length of time. In 2014, the turnover of CSO staff was around 12%, many of them young staff, which means that there are challenges in relation to recruitment and training.

The existence of such challenges was confirmed in the meeting with junior staff. There, several of them indicated that due to low salary levels they would probably leave the CSO within the next few years, even if they found the work to be interesting and challenging.

The CSO invests quite a lot in training and also makes efforts to motivate staff through diverse measures. This does not appear sufficient to halt the drainage from the institution. Hence, it seems necessary for the organisation to assign high priority to an active staff policy, especially aiming at decreasing the wage differentials between the CSO and other parts of the public sector. It is of vital importance for the CSO to be able to recruit and retain well-qualified staff.

---

<sup>5</sup> The salaries of all public servants have been and still are frozen in Poland.

In order to enhance compliance with the CoP, the Peer Reviewers recommend that:

- 7. The Central Statistical Office should design and implement a salary policy and make strong efforts to increase flexibility in the use of its financial resources, especially in order to increase the salaries of staff, making the salaries more competitive with those of other government agencies. (European statistics Code of Practice, Principle 3, indicator 3.1.)**

### **4.2.3 QUALITY AND EFFICIENCY OF DATA PROCESSING**

#### ***Quality management and quality reviews***

The CSO has made considerable progress in quality management in the last few years. An internal ordinance on measuring, evaluating and monitoring the quality of statistical surveys has been implemented since the beginning of 2012. This ordinance has formed the basis for standard tools and methods in the field of quality such as quality reports, quality indicators, self-assessment control lists and quality reviews. Units have been created within the CSO to deal with quality standards and their implementation and various training courses, seminars and workshops on quality have been conducted. Plans for quality reviews were drafted and implemented. The relevant CSO department shares material on quality, such as directives, guidelines and good practices, on the CSO intranet. Guidelines on quality for external users have also been published on the CSO website. The CSO has been developing an internal database on quality that holds quality reports and other quality documents and allows monitoring of actions to improve quality. The Peer Reviewers see this as an important addition to the arsenal of quality tools.

In the Peer Review discussions on quality management two issues were identified where actions for improving current practices and compliance with the CoP should be undertaken. Firstly, relatively few quality reviews have been undertaken so far and the progress of subjecting the entire range of statistical outputs to quality reviewing seems to be rather slow. Secondly, user consultation does not seem to have been systematically embedded in the review process.

In light of this and in order to enhance compliance with the CoP, the Peer Reviewers recommend that:

- 8. The Central Statistical Office should speed up its work on quality reviews and include systematic user consultation as part of the review process. (European statistics Code of Practice, Principle 4, indicator 4.4.)**

#### ***Treatment of errors and revisions***

In the Peer Review discussions it emerged that the CSO applies certain rules and procedures for correcting errors in the statistics that have been disseminated, and also for implementing revisions of statistical outputs resulting from improved data and/or changes in standards and methods. These rules and procedures are not systematised and there is insufficient distinction drawn between errors and revisions. Comprehensive policies on correcting errors and implementing revisions have not been drawn up and made clear to users as is acknowledged in the CSO self-assessment.

In light of this and in order to enhance compliance with the CoP, **the Peer Reviewers recommend that:**

- 9. The Central Statistical Office should draw up and publish on its website a policy of how errors in disseminated statistics are treated, corrected and explained to users. (European statistics Code of Practice, Principle 6, indicator 6.3.)**
- 10. The Central Statistical Office should draw up and publish on its website a policy for how revisions of statistical outputs are planned, implemented and announced to users in advance. (European statistics Code of Practice, Principle 8, indicator 8.6, and Principle 12, indicator 12.3.)**

### ***Standardisation of statistical processes***

The CSO self-assessment and the Peer Review discussions revealed that there is considerable scope for increased standardisation of statistical production processes as well as for making use of standardised software and tools across subject matter areas and production processes. The CSO has been preparing to adopt and implement the GSBPM and currently has a plan for having that model in place and applied by 2020. This long horizon for the implementation reflects partly the preoccupation by the CSO with making some basic organisational changes concomitant with the adoption of the GSBPM.

The CSO has already made considerable progress in preparing for the deployment of the GSBPM by developing a 'Statistical Metadata System' (SMS) which is based on the GSBPM. This implies that a metadata system is already in place for registering, applying and carrying forward the metadata created and needed for the different sub-processes of the GSBPM. Given that this important tool is already up and running and given the need to increase the efficiency and the quality of the production processes through standardisation and re-use of applications, it is urgent for the CSO to go ahead and systematically implement the GSBPM.

In order to enhance the compliance with the CoP, **the Peer Reviewers recommend that:**

- 11. The Central Statistical Office should speed up the implementation of the Generic Statistical Business Process Model across the statistical production processes and introduce systematic standardisation for the different stages of the production processes. (European statistics Code of Practice, Principle 4, Principle 7 indicator 7.2, and Principle 10.)**

According to its self-assessment the CSO has implemented some standard tools in several areas of the statistical production. Thus, electronic data collection methods have been standardised and used in enterprise statistics and agricultural statistics. A reporting portal has been developed for gathering data from enterprises. Applications to work with questionnaires, prepare reports on conduct of surveys and prepare survey quality reports have been standardised. However, there still seems to be need for further utilisation of standardised tools and procedures, e.g. in the areas of editing and imputation.

In order to enhance compliance with the CoP, **the Peer Reviewers recommend that:**

- 12. The Central Statistical Office should implement standardised software and tools across subject matter areas and production processes, including standardised applications for data editing and imputation. (European statistics Code of Practice, Principle 7, indicator 7.2, Principle 8, indicator 8.5, and Principle 10.)**

#### **4.2.4 DISSEMINATION**

##### *Dissemination policy*

The CSO produces a vast amount of statistics and makes them available to users by various means. The CSO website is the main dissemination vehicle. The website is rich in content and allows access to the various products and data bases of the CSO. The current version of the website was released in early 2014 and has received two public awards for quality and accessibility. In spite of this, many statistics are also disseminated in different publication series, on paper and in pdf-format, including several voluminous yearbooks. Several publications are based on tables with little use of graphs. The website consists of several tools, databases and approaches which may make it difficult for some users to navigate and find the data they want. Not all tables can be downloaded in a user-friendly way, such as pdf files and large excel files.

While the CSO has been successful in making its statistics accessible the Peer Review team is of the opinion that there is a certain lack of a clear policy on dissemination which is made known to both users and the staff of the Official Statistics Service. Thus, the Peer Reviewers consider that the dissemination activities of the CSO and the Official Statistics Service would gain in strength and in focus if they were conducted on the basis of a clear and well-developed policy. Such a policy should cover issues related to CoP principles such as the obligation to disseminate, equal access and timeliness of dissemination as well as strategic matters concerning release practices. Issues related to good practices of presentation (use of tables, graphs, maps and text) should also be addressed. Such a policy would allow the CSO to review its present release practices.

In order to strengthen compliance with the CoP, **the Peer Review team recommends that:**

- 13. The Central Statistical Office should develop and publish on its website a forward-looking and overarching dissemination policy. This should encompass the obligation to disseminate all statistics produced and issues of equal access, timeliness, release and presentation practices. The views and requirements of different types of users should be taken into account in developing this policy as well as the decreasing need for printed publications and the implementation of newly emerging dissemination techniques. (European statistics Code of Practice, Principle 10, indicator 10.2, and Principle 15.)**

### ***Release calendar***

The annual Programme of statistical surveys of official statistics and other documents describe the full range of official statistics and the dates of their publication. Precise dates are given for some statistics, while an approximate timing or month of release is provided for others. On the CSO website, a “Release Calendar” is available on the home page where dates with planned releases are highlighted, with a link to the yearly calendar. Additionally, the website shows “Advance release calendar for SDDS” within the “SDDS” section of the website. This is somewhat confusing, in particular as these two lists of planned releases are not wholly consistent. Also, neither of these lists provide the time of the day for each release, although it is known that some releases are published at 10.00 (Gross Domestic Product (GDP) and various short term statistics) and others at 14.00. Under “Latest Statistical News”, there is a table with links to some previous and planned releases, and a statement at the top of the page about the timing of GDP releases at 10.00 and the rest at 14.00. There is no single document or webpage that describes the full list of official statistics with their planned release dates and times.

The Peer Review team believes that there is a need to adopt clear and transparent practices on updating the release calendar, to set and announce precise timing of releases of all statistical reports, and to develop and implement a comprehensive release calendar for statistics produced by all national statistical authorities, i.e. all the statistics contained in the annual statistical programme.

In order to comply with the CoP, **the Peer Review team recommends that:**

- 14. A single release calendar, covering all official statistics produced by the Central Statistical Office and Other National Authorities, should be developed by the Central Statistical Office and published prominently on its website. This should include the precise time and date of all statistical releases and be regularly updated during the year. (European statistics Code of Practice, Principle 6, indicator 6.5 and Principle 13, indicator 13.2.)**

### ***Common website***

The CSO website has been developed and improved recently. Links to the new tools designed for particular sets of users are available from the home page. For example, the STRATEG system has been developed to serve the needs of cohesion and development policies, and the Geostatistics Portal has been developed for the users of geographic data and mapping. However, this website is mainly dedicated to statistics produced by the CSO.

A new SMS has been developed, incorporating metadata for all official statistics. In addition, a data warehouse is being developed. It will contain data covering the entire annual statistical programme. This provides an opportunity to extend the scope of the CSO website to cover the statistics produced by the entire NSS.

The Peer Review Team was informed that it is planned to provide links on the CSO website to producers of statistics who are not within the scope of the NSS, such as research organisations. There is already a section on the CSO website entitled “Information Searching System” with a “Web directory” which contains links to statistics produced by some external organisations. The Peer Review team has reservations about this practice because it could be understood as CSO’s endorsement of statistics which may not be compliant with the principles of the CoP. With this proviso the Peer Review team supports the ongoing work to integrate all official statistics into the Data Warehouse.

In order to enhance compliance with the CoP, the **Peer Review team recommends that:**

- 15. The work to extend scope of the website of the Central Statistical Office to cover all official statistics produced by the National Statistical System should be speeded up for early completion. (European statistics Code of Practice, Principle 15, indicators 15.1 and 15.2.)**

### ***Timeliness***

The timeliness of publication of national accounts and macroeconomic indicators as a whole meets European requirements, with the exception of derogations which have been agreed with Eurostat. In respect of short term economic indicators, the CSO has a particularly good record in terms of timeliness. However, the Peer Review team heard concerns from users about timeliness of other statistical outputs, such as results and analyses of surveys. These concerns were also mentioned by the CSO, and a summary of the “Survey on satisfaction and needs of the CSO’s data users in 2013” stated that “Content, timeliness, and comparability of data are not sufficient in some fields of statistical production”.

The Peer Review Team is of the opinion that timeliness of processing of surveys can and should be improved, firm deadlines should be set for these outputs, and precise publication dates should be included in the release calendar.

In order to enhance compliance with the CoP, the **Peer Review team recommends that:**

- 16. The Central Statistical Office should work towards reducing the time between collection of survey data and publication of results, with precise publication times considered in planning the annual work programme and included in the release calendar. (European statistics Code of Practice, Principle 13, indicators 13.1 and 13.3.)**

### ***Access to microdata for research purposes***

The CSO is currently developing facilities in the 16 regional statistical offices to provide “safe centres” for access to microdata by authorised researchers. It is intended that the safe centres hold data from the CSO. Currently, the conditions for access to microdata are discussed with potential users on a case-by-case basis, and are not published more widely. Users are “informed” about the policy on access to microdata, rather than consulted. There are no current plans to develop facilities for remote access to microdata for researchers.

The Peer Review team supports the CSO’s development of safe centres in the 16 regional statistical offices.

In order to enhance compliance with the CoP, the **Peer Review team recommends that:**

- 17. The Central Statistical Office should draw up and publish general rules and protocols for access to microdata, and implement facilities for remote access to microdata for research purposes. (European statistics Code of Practice, Principle 15, indicator 15.4.)**

### **4.3 NATIONAL STATISTICAL INSTITUTE VIEWS WHERE THEY DIVERGE FROM PEER REVIEWERS' ASSESSMENT**

The CSO Poland would like to thank the Peer Reviewers for constructive discussions, high professionalism of their work and recommendations formulated in order to improve the compliance of the Polish National Statistical System with the European Code of Practice.

While sharing the Peer Reviewers' views on the scope of potential improvements, CSO Poland would like to comment on the following recommendations:

As regards **Recommendations 2-5**, it is important to note that the current amendment of the statistical law, which is in the closing stage of legislative procedure (having been accepted by the Lower and Upper Chambers of the Polish Parliament and waiting only for the final signature of the President of the Republic of Poland), includes provisions that are in line with the mentioned recommendations.

In case of **Recommendations 9 and 10**, the CSO Poland has already prepared and published on its website the basic rules on errors treatment, the rules on explaining errors to users, as well as the basic principles on revision policy. While fully recognizing the need for the policy dealing in-depth with revisions of data, we believe that the elaboration of the revision policy at the level of NSI should be preceded by the elaboration of such a policy at the ESS level. A coherent approach seems to us necessary to ensure high quality of data, in particular the comparability of the European statistics.

# ANNEX A: PROGRAMME OF THE VISIT

## PEER REVIEW VISIT TO POLAND 23 – 27 February 2015 AGENDA

To be held in: Central Statistical Office of Poland  
Aleja Niepodległości 208; 00-925 Warsaw  
Room: 149 1<sup>st</sup> floor  
(Peer reviewers room for work - 146)

### Peer Review Team (PR Team)

Mr Hallgrímur Snorrason, Chair

Mr Jan Byfuglien, Reviewer

Mr Jagdev Virdee, Reviewer

### Eurostat Observer

Ms Claudia Junker

### National Coordinator Team (NSI coordinator team)

- Ms Grażyna Marciniak, CSO Poland National Coordinator, Vice President
- Ms Monika Bieniek, Chair of National Coordinator Team
- Ms Olga Świerkot-Strużewska, Deputy Chair of National Coordinator Team
- Ms Jolanta Szutkowska, member of National Coordinator Team
- Mr Mateusz Kaleta, member of National Coordinator Team

Time		Programme	Participants
<b>Day 1 – Monday, 23 February 2015</b>			
09.00 – 9.45	1	Peer Review Team internal meeting (room <b>146</b> )	<b>PR Team</b>
09.45 – 10.15	2	Preparatory meeting with the NSI coordinator team and, possibly, other national participants in the visit to discuss practical aspects of the visit. (room <b>149</b> )	<b>NSI coordinator team</b> Ms Anna Borowska, Ms Agnieszka Komar-Morawska, Mr Janusz Dygaszewicz, Mr Witold Woźniak, Ms Ewa Bandurska, Ms Ewa Szpak
10.15 – 10.30		Break	
10.30 – 12.30	3	Welcome and introduction of the programme. General information session with a description on how the NSS is organised. Statistical plans. (room <b>149</b> )	<b>NSI coordinator team</b> , Mr Janusz Witkowski, Ms Halina Dmochowska, Ms Anna Borowska, Ms Agnieszka Komar-Morawska, Mr Janusz Dygaszewicz, Ms Maria Jeznach, Ms Wiesława Domańska, Ms Ewa Adach-Stankiewicz, Ms Renata Bielak, Ms Hanna Strzelecka, Ms Małgorzata Żyra, Ms Wanda Tkaczyk, Ms Katarzyna Walkowska, Mr Artur Łączyński, Mr Marek Mroczkowski, Mr Witold Woźniak, Ms Katarzyna PISAŃSKA – Borowska, Mr Marcin Grabowski, Ms Małgorzata Sołtyszewska, Ms Katarzyna Mirosz, Mr Krzysztof Kowalski
12.30 – 13.30		Lunch	
13.30 – 14.45	4	Statistical legislation and related legislation, confidentiality, impartiality and objectivity (CoP principles 1, 2, 5 and 6) (room <b>149</b> )	<b>NSI coordinator team</b> , Mr Janusz Witkowski, Ms Agnieszka Komar-Morawska, Ms Małgorzata Wawer, Ms Ewa Ossowska, Ms Anna Dobrowolska, Ms Anna Łomiak, Mr Witold Woźniak, Mr Marcin Grabowski, Mr Jacek Orzeł, Mr Marcin Kępka, Ms Ewa Czumaj, Ms Katarzyna Walkowska, Ms Hanna Strzelecka, Ms Barbara Jarońska
14.45 – 15.30	5	Resources and cost effectiveness (CoP principles 3 and 10) (room <b>149</b> )	<b>NSI coordinator team</b> , Mr Janusz Witkowski, Ms Anna Borowska, Ms Małgorzata Sołtyszewska, Ms Anna Kuchlewska, Ms Katarzyna PISAŃSKA-Borowska, Mr Janusz Dygaszewicz, Ms Katarzyna Mirosz, Ms Katarzyna Walkowska, Ms Hanna Strzelecka, Ms Alicja Truszyńska, Mr Krzysztof Kowalski

15.30 – 16.45	6	Coordination of the NSS (room 149)	<b>NSI coordinator team</b> , Mr Janusz Witkowski, Mr Janusz Dygaszewicz, Ms Anna Dobrowolska, Ms Anna Łomiak, Ms Katarzyna Pisańska-Borowska, Ms Emilia Andrzejczak, Ms Maria Jeznach, Mr Artur Łączyński, Ms Renata Bielak, Mr Witold Woźniak, Ms Agnieszka Komar-Morawska, Ms Wiesława Domańska
---------------	---	---------------------------------------	--

#### Day 2 – Tuesday, 24 February 2015

09.00 – 10.45	7	Meeting with main users – Ministries and other public/private institutions, representatives of labour and employers' federations (room 149)	Mr Grzegorz Dobroczek, Mr Janusz Jabłonowski, Ms Maria Jarosz, Ms Anna Iwańczyk, Mr Antoni Kolek, Ms Monika Siergiejuk, Mr Cezary Gawęł, Mr Leszek Sarnowski, Ms Dorota Marciniak-Budecka, Ms Dorota Gierej, Ms Zofia Szweda, Mr Jan Guz, Mr Andrzej Porawski, <b>NSI coordinator team</b> , Ms Anna Dobrowolska, Ms Maria Jeznach, Ms Hanna Strzelecka, Ms Małgorzata Żyra, Ms Aleksandra Pytalska, Mr Witold Woźniak
---------------	---	--	--

10.45 – 11.00 Break

11.00 – 12.45	8	Quality and statistical Processes (CoP principles 4 and 7-9). Including a presentation of the NSI's Quality management System. (room 149)	<b>NSI coordinator team</b> , Mr Ireneusz Budzyński, Ms Monika Bieniek, Ms Jolanta Szutkowska, Ms Anna Łomiak, Ms Ewa Walburg, Ms Hanna Strzelecka, Ms Wiesława Domańska, Ms Renata Bielak, Ms Katarzyna Walkowska, Ms Ewa Adach-Stankiewicz, Mr Artur Łączyński, Ms Katarzyna Pisańska-Borowska, Ms Maria Jeznach, Ms Alicja Truszyńska, Ms Ewa Olechnowicz, Mr Krzysztof Kowalski, Ms Wioletta Zwara
---------------	---	--	--

12.45 – 13.45 Lunch

13.45 – 15.15	9	Statistical output (CoP principles 11-15) (room 149)	<b>NSI coordinator team</b> , Ms Halina Dmochowska, Mr Witold Woźniak, Ms Ewa Bolesławska, Ms Renata Bielak, Ms Wiesława Domańska, Ms Katarzyna Walkowska, Ms Hanna Strzelecka, Ms Ewa Adach-Stankiewicz, Mr Artur Łączyński, Ms Anna Łomiak, Maria Jeznach, Mr Sławomir Kowalczyk, Mr Tomasz Piasecki, Mr Krzysztof Kowalski, Ms Wioletta Zwara
---------------	---	---	--

15.15 – 16.30	10	Cooperation/level of integration (room 149)	<b>NSI coordinator team</b> , Mr Marek Mroczkowski, Ms Olga Świerkot-Strużewska, Mr Mateusz Kaleta, Ms Emilia Andrzejczak, Ms Hanna Strzelecka, Ms Małgorzata Żyra, Ms Wiesława Domańska, Ms Katarzyna Walkowska, Ms Alicja Truszyńska, Ms Alicja Koszela, Mr Sławomir Kowalczyk, Ms Anna Dobrowolska
---------------	----	--	---

#### Day 3 – Wednesday, 25 February 2015

09.00 – 10.45	11	Meeting with main data providers/respondents (room 149)	Ms Hanna Zalewska, Ms Ewa Karczewicz, Mr Sylwester Figarski, Mr Andrzej Urmański, Ms Marek Dmowski, Mr Mirosław Niżnik, Ms Agnieszka Jaskółka, Mr Marcin Pachla, Ms Barbara Adamek, Ms Zdzisława Leks, Mr Paweł Marciniak, <b>NSI coordinator team</b> , Ms Anna Łomiak, Ms Hanna Strzelecka, Ms Małgorzata Żyra, Ms Katarzyna Walkowska, Ms Olga Leszczyńska-Luberek, Mr Krzysztof Kowalski
---------------	----	--	--

10.45 – 11.00 Break

11.00 – 12.45	12	Meeting with academia, researchers etc. (room 149)	Mr Franciszek Kubiczek, Mr Zbigniew Strzelecki, Ms Zofia Liberda, Mr Adam Kurzynowski, Mr Józef Zegar, Mr Janusz Szymborski, <b>NSI coordinator team</b> , Ms Agnieszka Komar-Morawska, Mr Janusz Dygaszewicz, Mr Witold Woźniak
---------------	----	---	--

12.45 – 13.45 Lunch

13.45 – 14.30	13a	Meeting with ONAs Ministry of Finance (room 149)	Ms Barbara Adamowska, Mr Damian Brzuszek, Ms Monika Wygoda, Ms Bożena Borecka, <b>NSI coordinator team</b> , Ms Olga Leszczyńska-Luberek, Mr Mirosław Błażej, Ms Anna Dobrowolska
---------------	-----	---	---

14.30 – 15.15	13b	Meeting with ONAs Ministry of the Interior (room 149)	Ms Alicja Peszek – Blocka, Ms Wanda Kurek, Ms Jolanta Rudecka, Ms Magdalena Kozłowska, Mr Grzegorz Kaźmierczak, Ms Agnieszka Fuksiewicz, Ms Joanna Sobota, <b>NSI coordinator team</b> , Ms Dorota Szałtys, Ms Anna Dobrowolska, Ms Anna Łomiak
---------------	-----	--	---

15.15 – 16.00	13c	Meeting with ONAs Ministry of Agriculture and Rural Development (room 149)	Ms Hanna Kulik-Wojtyś, Ms Krystyna Buczek, Ms Lidia Korytkowska, Mr Bartłomiej Przesmycki, <b>NSI coordinator team</b> , Mr Artur Łączyński, Ms Anna Dobrowolska
---------------	-----	---	--

**Day 4 – Thursday, 26 February 2015**

09.00 – 10.45	14	Meeting with junior staff (room <b>149</b> )	Ms Agnieszka Pacuska, Mr Remigiusz Domański, Mr Jakub Rutka, Ms Marta Bendowska, Mr Maciej Banaś, Ms Natalia Marozas, Ms Monika Szamotulska, Ms Agnieszka Tymoszuk, Ms Małgorzata Pietrzyk, Ms Barbara Augustowska, Ms Agata Kaczmarek-Firth
---------------	----	--	--

10.45 – 11.15		Break	
---------------	--	-------	--

11.15 – 13.00	15	Meeting with media (room <b>149</b> )	Mr David McQuaid, Mr Nikodem Chinowski, Mr Tadeusz Chrościcki, Mr Janusz Kowalski, Mr Andrzej Muszyński, Mr Mariusz Sochacki, <b>NSI coordinator team</b> , Ms Halina Dmochowska, Mr Artur Satora, Ms Hanna Strzelecka, Ms Katarzyna Walkowska, Ms Maria Jeznach
---------------	----	---------------------------------------	--

13.00 – 14.00		Lunch	
---------------	--	-------	--

14.00 – 15.15	16	Clarifications, remaining or additional issues and focus areas (room <b>149</b> )	<b>NSI coordinator team</b> , Ms Hanna Strzelecka, Ms Katarzyna Walkowska, Ms Alicja Truszyńska, Mr Witold Woźniak, Ms Anna Dobrowolska, Ms Ewa Czumaj, Ms Agnieszka Komar-Morawska, Ms Dorostawa Kurek
---------------	----	---	---

**Day 5 – Friday, 27 February 2015**

09.00 – 11.00	17	PR team discussion (room <b>146</b> )	<b>PR Team</b>
---------------	----	---------------------------------------	----------------

11.00 – 13.00	18	Meeting with senior management: conclusions and recommendations (room <b>149</b> )	Mr Janusz Witkowski, Ms Halina Dmochowska, Ms Grażyna Marciniak, Ms Anna Borowska, <b>NSI coordinator team</b> , Mr Witold Woźniak, Ms Anna Dobrowolska, Ms Agnieszka Komar-Morawska
---------------	----	--	--

13.00 – 14.00		Lunch	
---------------	--	-------	--

14.00 – 15.00	19	Preparation of the report: task sharing (room <b>149</b> )	<b>PR Team</b>
---------------	----	--	----------------

## ANNEX B: LIST OF PARTICIPANTS

Peer reviewers	
1.	Mr Hallgrímur Snorrason – Chair
2.	Mr Jan Byfuglien – Reviewer
3.	Mr Jagdev Singh Virdee – Reviewer

Observer	
1.	Ms Claudia Junker – Eurostat, Head of unit “Statistical cooperation”

Participants from CSO Poland	
1.	Mr Janusz Witkowski – CSO President
2.	Ms Grażyna Marciniak – National Coordinator, CSO Vice President
3.	Ms Halina Dmochowska – CSO Vice President
4.	Ms Anna Borowska – CSO Civil Service Director
5.	Ms Agnieszka Komar-Morawska – Director; Office of the President
6.	Ms Małgorzata Wawer – expert; Office of the President
7.	Ms Ewa Ossowska – expert; Office of the President
8.	Mr Janusz Dygaszewicz – Director; Programming and Coordination of Statistical Surveys Department
9.	Ms Anna Dobrowolska – Deputy director; Programming and Coordination of Statistical Surveys Department
10.	Ms Ewa Walburg – expert; Programming and Coordination of Statistical Surveys Department
11.	Ms Anna Łomiak – Deputy director; Programming and Coordination of Statistical Surveys Department
12.	Mr Ireneusz Budzyński – Director; Methodology, Standards and Registers Department
13.	Ms Monika Bieniek – Deputy director; Methodology, Standards and Registers Department; Chair of National Coordinator Team
14.	Ms Jolanta Szutkowska – expert; Methodology, Standards and Registers Department; member of National Coordinator Team
15.	Ms Dorosława Kurek – expert; Methodology, Standards and Registers Department
16.	Ms Renata Bielak – Director; Analyses and Comprehensive Studies Department
17.	Ms Ewa Czumaj – Deputy director; Analyses and Comprehensive Studies Department
18.	Ms Maria Jeznach – Director; National Accounts Department
19.	Ms Olga Leszczyńska-Luberek – Deputy director; National Accounts Department
20.	Ms Alicja Truszyńska – Deputy director; National Accounts Department
21.	Mr Mirosław Błażej – Director; Macroeconomic Studies and Finance Statistics Department
22.	Ms Wiesława Domańska – Deputy director; Regional and Environmental Surveys Department
23.	Ms Aleksandra Pytalska – expert; Regional and Environmental Surveys Department
24.	Ms Ewa Adach-Stankiewicz – Director; Trade and Services Department
25.	Ms Hanna Strzelecka – Deputy director; Demographic Surveys and Labour Market Department
26.	Ms Dorota Szałtys – Deputy director; Demographic Surveys and Labour Market Department
27.	Ms Małgorzata Żyra – Deputy director; Social Surveys and Living Conditions Department
28.	Ms Wanda Tkaczyk – Deputy director; Production Department

29.	Ms Katarzyna Walkowska – Director; Enterprises Department
30.	Mr Artur Łączyński – Director; Agriculture Department
31.	Mr Marek Mroczkowski – Director; International Cooperation Department
32.	Ms Olga Świerkot-Strużewska – Deputy director; International Cooperation Department; Deputy Chair of National Coordinator Team
33.	Mr Mateusz Kaleta – expert; International Cooperation Department; member of National Coordinator Team
34.	Ms Barbara Jarosińska – expert; International Cooperation Department
35.	Ms Ewa Bandurska – expert; International Cooperation Department
36.	Ms Ewa Szpak – expert; International Cooperation Department
37.	Mr Witold Woźniak – Director; Information Department
38.	Mr Artur Satora – Deputy director; Information Department; the Spokesman for the President of the CSO
39.	Ms Ewa Bolesławska – expert; Information Department
40.	Ms Alicja Koszela – expert; Information Department
41.	Ms Katarzyna Pisańska - Borowska – Director; Organization and Personnel Office
42.	Ms Emilia Andrzejczak – expert; Organization and Personnel Office
43.	Mr Marcin Grabowski – Director; Information Security Management Office
44.	Mr Jacek Orzeł – expert; Information Security Management Office
45.	Ms Małgorzata Sołtyszewska – Director; Finance and Accounting Department
46.	Ms Anna Kuchlewska – expert; Finance and Accounting Department
47.	Ms Katarzyna Mirosz – Deputy director; Statistical Computing Centre
48.	Mr Sławomir Kowalczyk – expert; Statistical Computing Centre
49.	Mr Marcin Kepka – expert; Statistical Computing Centre

<b>Participants from regional Statistical Offices</b>	
1.	Mr Krzysztof Kowalski – Deputy director; Statistical Office in Warsaw
2.	Ms Wioletta Zwara – Director; Statistical Office in Bydgoszcz
3.	Ms Ewa Olechnowicz – expert; Statistical Office in Łódź
4.	Mr Tomasz Piasecki – expert; Statistical Office in Łódź

<b>Junior staff from CSO Poland</b>	
1.	Ms Agnieszka Pacuska – Programming and Coordination of Statistical Surveys Department
2.	Mr Remigiusz Domański – Office of the President
3.	Mr Jakub Rutka – Agriculture Department
4.	Ms Marta Bendowska – Analyses and Comprehensive Studies Department
5.	Mr Maciej Banaś – Macroeconomic Studies and Finance Statistics Department
6.	Ms Natalia Marozas – Organization and Personnel Office
7.	Ms Monika Szamotulska – Information Department
8.	Ms Agnieszka Tymoszek – National Accounts Department
9.	Ms Małgorzata Pietrzyk – International Cooperation Department
10.	Ms Barbara Augustowska – Methodology, Standards and Registers Department
11.	Ms Agata Kaczmarek-Firth – Social Surveys and Living Conditions Department

<b>Meeting with ONAs</b>	
	<b><u>Ministry of Finance</u></b>
1.	Ms Barbara Adamowska – Head of Strategy; Forecasts and Statistics Division; Public Debt Department
2.	Mr Damian Brzuszek – Chief Specialist, Strategy; Forecasts and Statistics Division; Public Debt Department
3.	Ms Monika Wygoda – Counsellor; Division for the analysis of public finance system; Macroeconomic Policy Department
4.	Ms Bożena Borecka – Head of General Government Sector Statistics Division; Macroeconomic Policy Department
	<b><u>Ministry of the Interior (including Office for Foreigners and The Border Guard)</u></b>
5.	Ms Alicja Peszek - Błocka – specialist; The Health Policy Unit; The Department of Health; Ministry of the Interior
6.	Ms Wanda Kurek – Head of Unit; Organizational Unit; Office of Human Resources; Training and Organization; Ministry of the Interior
7.	Ms Jolanta Rudecka – chief expert; Organizational Unit; Office of Human Resources; Training and Organization; Ministry of the Interior
8.	Ms Magdalena Kozłowska - Coordinator of Migration Analysis and Statistics Team; Office for Foreigners
9.	Mr Grzegorz Kaźmierczak – counsellor; Border Guard Command Centre BGHQ; The Border Guard
10.	Ms Agnieszka Fuksiewicz – expert; Border Guard Command Centre BGHQ; The Border Guard
11.	Ms Joanna Sobota – specialist; Foreigners Department BGHQ; The Border Guard
	<b><u>Ministry of Agriculture and Rural Development</u></b>
12.	Ms Hanna Kulik-Wojtyś – head of section of Markets Information and Agricultural Statistics of the Department of Agricultural Market,
13.	Ms Krystyna Buczek – chief specialist; section of Markets Information and Agricultural Statistics of the Department of Agricultural Market,
14.	Ms Lidia Korytkowska – senior specialist; section of Markets Information and Agricultural Statistics of the Department of Agricultural Market,
15.	Mr Barłomiej Przesmycki – chief specialist; Department of Fisheries.

<b>Meeting with main users (including Central Bank as a user)</b>	
1.	Mr Grzegorz Dobroczek – BoP Current Account Unit, Head of unit; National Bank of Poland
2.	Mr Janusz Jabłonowski – Financial Accounts Unit; National Bank of Poland
3.	Ms Maria Jarosz – Real Sector Statistics Unit, Head of unit; National Bank of Poland
4.	Ms Anna Iwańczyk – Head of the Unit, Office of the Government Plenipotentiary for Disabled People; Ministry of Labour and Social Policy
5.	Mr Antoni Kolek – Specialist; Department of Labour Market; Ministry of Labour and Social Policy
6.	Ms Monika Siergiejuk – Chief Specialist; Department of Economic Analyses and Forecasting; Ministry of Labour and Social Policy
7.	Mr Cezary Gaweł – Head of the Unit; Department of Economic Analyses and Forecasting; Ministry of Labour and Social Policy
8.	Mr Leszek Sarnowski – Chief Specialist; Department of Family Policy; Ministry of Labour and Social Policy
9.	Ms Dorota Marciniak-Budecka – Specialist; Department of Family Policy; Ministry of Labour and Social Policy
10.	Ms Dorota Gierej – Head of the Unit; Department of Social Assistance and Integration; Ministry of

	Labour and Social Policy
11.	Ms Zofia Szweda-Lewandowska – Office of the Chancellery of the President
12.	Mr Jan Guz – Chairman of the All-Poland Alliance of Trade Union
13.	Mr Andrzej Porawski – Executive Director; Association of Polish Cities
	<b><u>Academia and researchers representatives</u></b>
14.	Mr Franciszek Kubiczek, Prof. PhD – Statistical Council
15.	Mr Zbigniew Strzelecki, Prof. PhD – Statistical Council
16.	Ms Zofia Liberda Prof. PhD – Methodological Commission
17.	Mr Adam Kurzynowski, Prof. PhD – Scientific Statistical Council
18.	Mr Józef Zegar, Prof. PhD – Scientific Statistical Council
19.	Mr Janusz Szymborski, Prof PhD – Government Population Council
	<b><u>Media representatives</u></b>
20.	Mr David McQuaid – ‘Bloomberg L.P.’
21.	Mr Nikodem Chinowski – ‘Polish Press Agency (PAP)’
22.	Mr Tadeusz Chrościcki – ‘Nowe Życie Gospodarcze’
23.	Mr Janusz Kowalski – ‘Dziennik. Gazeta Prawna’
24.	Mr Andrzej Muszyński – ‘Nowe Życie Gospodarcze’
25.	Mr Mariusz Sochacki – ‘Materiały Budowlane’

<b>Main data providers/respondents</b>	
1.	Ms Hanna Zalewska – Director; Statistics and Actuarial Forecasts Department; Social Insurance Institution
2.	Ms Ewa Karczewicz – Head of the Department of statistical surveys, the Statistics and Actuarial Forecasts Department; Social Insurance Institution
3.	Mr Sylwester Figarski – Deputy director; Finance Department; Social Insurance Institution
4.	Mr Andrzej Urmański – Expert; Statistics Unit; Analyses and Forecasts Department; Ministry of National Education
5.	Mr Marek Dmowski – Department of Research and International Cooperation; National Centre for Health Information Systems
6.	Mr Mirosław Niżnik – President; Komandor Warszawa SA; Private data provider
7.	Ms Agnieszka Jaskółka – Orange Polska SA; Private data provider
8.	Mr Marcin Pachla – Orange Polska SA; Private data provider
9.	Ms Barbara Adamek – Orange Polska SA; Private data provider
10.	Ms Zdzisława Leks – Director in Financial Department; Skanska SA; Private data provider
11.	Mr Paweł Marciniak – Director in Financial Department; Skanska SA; Private data provider