

*Report on the OIC-StatCom Executive Work Plan Activities*

**OIC-CPS  
OIC Certification Programme for Statisticians**

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## **1 Project Summary**

The project basically aims at certifying the expertise and knowledge on the professional conduct of statistical work by official statistics professionals in the OIC Member Countries. The project further aims at recognizing those who have achieved an acceptable level of professional competence in the understanding and application of statistical methods and are bound by code of ethics, principles and good practices of Official Statistics. In the framework of the project, a Certification Advisory Board (CAB) together with an Examination Committee (ExCom) will be established, public relations mechanism to promote the OIC Certification Programme for Statisticians (OIC-CPS) in the OIC Member Countries will be developed, and the Basic Level Certification Exams (CertEx-Basic) will be conducted during this first phase. The Coordination Office (CO) will facilitate the coordination among the OIC-CPS stakeholders. The CAB, composed of the Members of the Bureau of the OIC-StatCom, will appoint the members of the ExCom from the nominations submitted by the competent NSOs and/or the academia representing the geographic and socio-economic regions of the OIC, and international organisations. In parallel, the public relations activities will be developed by the CO to promote and raise the awareness in the OIC-CPS. The final leg of the first phase will involve the conduct of exams and awarding of the certifications to those who successfully pass the exam.

## **2 Overall Objective**

To enhance the quality of human resources in the NSOs of OIC Member Countries and contribute in the capacity development of the NSS of the OIC Member Countries by supporting and certifying bright junior statistical professionals.

## **3 Project Purpose**

To certify the junior statistical professionals working in the NSOs of OIC Member Countries with at least 2 years of experience through the CertEx-Basic.

## 4 Expected Results

- Awareness about the need of certifying the expertise and knowledge on the professional conduct of official statistical work among the senior level management and staff of NSOs in the OIC Member Countries increased.
- Technical capacity of statistical professionals increased and their achievement recognised.
- Notion of continuous learning in official statistics promoted.
- Commitment by the NSOs and their staff to statistical standards demonstrated.
- Quality in statistical processes ameliorated through OIC-CPS certified statisticians.
- Professionalism in official statistics function enhanced.

## 5 Target Group

At the outset, the project will focus on the establishment of the ExCom with a maximum of 10 members from a pool of statistics experts and professionals nominated by the competent NSOs and/or the academia representing the geographic and socio-economic regions of the OIC, and international organisations to develop the draft official curricula, structure, timetable, admission criteria, and training materials for the CertEx-Basic, and prepare the pool of questions to be asked to the CertEx-Basic candidates. The CAB will appoint the ExCom members. The public relations activities to promote the OIC-CPS, carried out by the CO, will concentrate both on the senior management and the statistical professionals in the NSOs and all relevant agencies within the National Statistical System (NSS) of the OIC Member Countries. The target group of the CertEx-Basic will be the statistical professionals with at least 2 years of experience working in the NSOs of the OIC Member Countries. The candidates who pass the CertEx-Basic will contribute to enhance the quality of human resources in the NSOs of OIC Member Countries. In general, the project will be one of the channels for the capacity development of the NSS of the OIC Member Countries by recognizing bright junior statistical professionals.

## 6 Relevance to OIC-StatCom Strategic Vision

In the OIC-StatCom Strategic Vision Document, approved by the OIC-StatCom in 2012 and accessible on <http://www.oicstatcom.org/strategic-vision.php>, one of the sub-objectives under the Accreditation of Statistical Professionals is to “encourage the certification of expertise and knowledge under an official context for the professional conduct of statistical work of statistical specialists working for the organisations of the OIC Member States”. The Challenges section of the OIC-StatCom Strategic Vision clearly underlines, among others, (i) different levels of statistical development among the OIC regions; (ii) lack of human resources with strong technological and sustainable management skills, and (iii) difficulties in

assuring data quality. In this regard, this project will contribute to the first phase in the production of a certification system for professional official statisticians working for organisations of the OIC Member States towards a more dynamic system.

## **7 Contribution to the Multilateral Cooperation among the OIC-StatCom Members**

This project will serve to improving the human resources capacity of NSOs in the OIC Member Countries. In the short term, the project aims at certifying the statistical professionals with at least 2 years of experience through passing the CertEx-Basic. In the middle and long term, the project will envisage covering the certification at the Intermediate and Advanced Levels for statistical professionals with at least 3 and 5 years of experience through relevant exams. In the initial phase of the project, an official call will be made to competent NSOs and academia in select OIC Member Countries, and international organisations to nominate candidates for the ExCom which will deal with the technicalities of CertEx-Basic. The project is expected to serve as a catalyst for the statistical capacity development of NSOs through raising quality of statistical professionals in the OIC Member Countries.

## **8 Composition and Duties of CAB, CO and ExCom**

The CAB Members are proposed to be composed of OIC-StatCom Bureau Members and any volunteer OIC Member Countries. Currently, the OIC-StatCom Bureau Members are formed of a Chairman (Saudi Arabia), two Vice-Chairmen (Indonesia and Sudan), a Rapporteur (Senegal), and two permanent ex-officio members, IDB and SESRIC. The OIC-StatCom elects the members of the Bureau, excluding the permanent ex-officio members, for a two-year period considering equitable geographical distribution of the OIC Member Countries.

The duties of the CAB may include:

- Appointing the members of the ExCom;
- Specifying the themes of the certification exams;
- Approving the official curricula, structure, timetable, admission criteria, and training materials of the certification exams; and
- Announcing the candidates who pass the certification exams.

The members of the ExCom, composed of at most 10 experts, are proposed to be appointed by the CAB from the nominations submitted by the competent NSOs and/or the academia representing the geographic and socio-economic regions of the OIC, and international organisations. The ExCom members may serve for a maximum of 5 years.

The duties of the ExCom may include:

- Drafting the official curricula for the certification exam themes specified by the CAB;
- Drafting the structure, timetable, admission criteria, and outlines of training materials of the certification exams;
- Preparing the training materials and questions of the certification exams; and
- Evaluating the exams of the candidates.

The ExCom is proposed to be assisted through the CO, comprised of 2 staff members (1 coordinator, 1 specialist) of the OIC-StatCom Secretariat, to coordinate the OIC-CPS activities, including the promotion activities, between the ExCom and various stakeholders. When asked, the CO will also inform the stakeholders about the progress in the development of the E-Learning Platform to be used for disseminating the short term training materials and conducting the online exams. The CO is proposed to facilitate the coordination among the OIC-CPS stakeholders. In parallel, the public relations activities will be developed by the CO to promote and raise the awareness in the OIC-CPS.

## 9 Activities to be Carried Out

No	Activity	Description
1	Formation of the Certification Advisory Board (CAB) and Identification of the Focus on Basic Certification Exam (CertEx-Basci) Themes	The OIC-StatCom Bureau members also constitute the CAB members. In this first phase, the CAB will decide on the focus on CertEx-Basic theme(s).
2	Formation of the Exam Committee (ExCom)	The OIC-StatCom Secretariat will inform the NSOs and academia in the OIC Member Countries to nominate experts for the ExCom. From among the nominations, the CAB will appoint the ExCom members to be comprised at most 10 experts for CertEx-Basic.
3	Development of the Draft Official Curricula, Structure, Timetable, Admission Criteria, and Outlines of the Training Materials by the ExCom for the CertEx-Basic in <i>Demographic and Social Statistics, Economic Statistics, Environment and Multi-Domain Statistics, Methodology of Data Collection, Processing, Dissemination and Analysis, and Strategic and Managerial Issues of Official Statistics</i>	Having been informed by the OIC-StatCom Secretariat, the relevant members of the ExCom under <i>Demographic and Social Statistics, Economic Statistics, Environment and Multi-Domain Statistics, Methodology of Data Collection, Processing, Dissemination and Analysis, and Strategic and Managerial Issues of Official Statistics</i> themes will prepare the draft official curricula, structure, timetable, admission criteria and outlines of the training materials of the CertEx-Basic themes through electronic communication means (email, etc.).

<b>4</b>	Organisation of a General Meeting to Finalise the Items (as described in item 3 above) Submitted by the ExCom	After the completion of draft materials by each thematic ExCom, a General Meeting with the participation of the CAB and ExCom will take place to concretise the draft documents prepared for each CertEx-Basic theme. The General Meeting will also serve as an initial step for the preparation of the training materials in terms of their scope, content, and dissemination means.
<b>5</b>	Development and Maintenance of the E-Learning Platform to Disseminate Short-Term Training Materials and to Conduct Online Exams	The OIC-StatCom Secretariat will develop the E-Learning Platform through which the short-term CertEx-Basic trainings materials will be disseminated and the online testing will be conducted. Relevant tests and maintenance will be carried out for the smooth running of the system.
<b>6</b>	Preparation of the Short-Term Training Materials and Pool of Questions for Each Thematic CertEx-Basic	After the General Meeting, members of the each thematic ExCom will submit their questions together with the training materials to the OIC-StatCom Secretariat before the deadline set in accordance with the approved exam timetable.
<b>7</b>	Announcement of the Official Curricula, Structure, Timetable, Admission Criteria, and Training Materials for Each Thematic CertEx-Basic	After the CAB approval following the General Meeting, the official curricula, structure, timetable, and admission criteria for the CertEx-Basic will be announced by the OIC-StatCom Secretariat.
<b>8</b>	Preparation and Announcement of the Procedures for the Conduct of CertEx-Basic	The procedures for the conduct of CertEx-Basic will be prepared and announced by the OIC-StatCom Secretariat. This document will also define the various levels of admission fees for the CertEx-Basic and give an outline of the incentives that may be obtained after being entitled to the Basic Level Certificate.
<b>9</b>	Promotion of the OIC-CPS	The OIC-StatCom Secretariat will carry out the public relations activities to promote the OIC-CPS towards the senior management level and staff of NSOs through social media campaigns, posters, and regular e-mails.
<b>10</b>	Calling NSOs to Participate in the Beta Testing of the CertEx-Basic	The OIC-StatCom Secretariat will call the NSOs to take part in the beta testing phase. The NSOs which conform with the Procedures for the

		Conduct of Certification Exams will be involved in the beta test phase.
<b>11</b>	Beta Testing of the CertEx-Basic	In order to identify any obstacles for the successful conduct of the CertEx-Basic in advance, the OIC-StatCom Secretariat will perform beta testing of the CertEx-Basic with the participation of volunteering NSOs in conformity with the Procedures for the Conduct of CertEx-Basic.
<b>12</b>	Revision of the Identified Issues during the Beta Testing of the CertEx-Basic	If need be, the OIC-StatCom Secretariat will revise the issues identified during the beta testing of the CertEx-Basic.
<b>13</b>	Receipt of Applicant Official Files for the CertEx-Basic	The OIC-StatCom Secretariat will supervise the required official files and admission fee submitted by the applicants for the validation of their candidacy in respective thematic certification exams. The OIC-StatCom Secretariat will inform the applicants whether or not their candidacy is accepted after inspecting the completeness and validity of the documents.
<b>14</b>	Conduct of the CertEx-Basic	The online testing platform will be accessible by the applicants on the day of CertEx-Basic for the countries with adequate online infrastructure.
<b>15</b>	Evaluation of the Applicants' CertEx-Basic by the ExCom	Upon receipt of the applicants' exams, the OIC-StatCom Secretariat will forward them to the ExCom for evaluation. The ExCom will submit the list of applicants passing the CertEx-Basic to the CAB through the OIC-StatCom Secretariat for the issuance of Basic Level Certificates.
<b>16</b>	Announcement of the Applicants Passing the CertEx-Basic and Issuance of Certificates	Upon receipt of the list of applicants passing the CertEx-Basic from the ExCom, the CAB will announce the list of successful candidates achieving the CertEx-Basic and sign the certificates prepared by the OIC-StatCom Secretariat. The OIC-StatCom Secretariat will deliver the certificates to the successful statistical professionals.

## 10 Work Plan

Activity	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
1. Formation of the Certification Advisory Board (CAB) and Identification of the Focus on Basic Certification Exam (CertEx-Basic) Themes	■	■										
2. Formation of the Exam Committee (ExCom)		■	■									
3. Development of the Draft Official Curricula, Structure, Timetable, Admission Criteria, and Outlines of the Training Materials by the ExCom for the CertEx-Basic in Demographic and Social Statistics, Economic Statistics, Environment and Multi-Domain Statistics, Methodology of Data Collection, Processing, Dissemination and Analysis, and Strategic and Managerial Issues of Official Statistics			■	■	■							
4. Organisation of a General Meeting to Finalise the Items (as described in item 3 above) Submitted by the ExCom					■							
5. Development and Maintenance of the E-Learning Platform to Disseminate Short-Term Training Materials and to Conduct Online Exams			■	■	■	■	■					
6. Preparation of the Short-Term Training Materials and Pool of Questions for Each Thematic CertEx-Basic					■	■	■					
7. Announcement of the Official Curricula, Structure, Timetable, Admission Criteria, and Training Materials for Each Thematic CertEx-Basic							■					
8. Preparation and Announcement of the Procedures for the Conduct of CertEx-Basic							■					
9. Promotion of the OIC-CPS					■	■	■	■	■			
10. Calling NSOs to Participate in the Beta Testing of the CertEx-Basic						■	■	■				
11. Beta Testing of the CertEx-Basic								■				
12. Revision of the Identified Issues during the Beta Testing of the CertEx-Basic								■				
13. Receipt of Applicant Official Files for the CertEx-Basic							■	■	■	■		
14. Conduct of the CertEx-Basic											■	
15. Evaluation of the Applicants' CertEx-Basic by the ExCom											■	■
16. Announcement of the Applicants Passing the CertEx-Basic and Issuance of Certificates												■

## 11 Acronyms

CertEx-Basic	Basic Level Certification Exam
CAB	Certification Advisory Board
CO	Coordination Office under OIC-StatCom Secretariat
ExCom	Examination Committee
IT	Information Technology
NSO	National Statistical Office
NSS	National Statistical System
OIC-CPS	OIC Certification Programme for Statisticians
OIC-StatCom	OIC Statistical Commission