



OECD SHORT-TERM ECONOMIC STATISTICS WORKING PARTY
(STESWP)

Task force on administrative data, overview of work done to date
2.1 Presentation of web-based administrative data framework

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Submitted to the Working Party under item 2 of the draft agenda

Meeting:
26 – 28 June 2006

Franqueville Room
OECD Headquarters, Paris
Starting at 9:30 a.m. on the first day

2006 STESWP Meeting

Agenda item 2 – Task force on administrative data, overview of work done to date.

2.1 Presentation of web-based administrative data framework

PAPER

1. Executive summary

1. The task force on Administrative Data in short-term economic statistics was created after the 2004 STESWP meeting. The initial goal of the task force was to create a dynamic web-based model of a framework of relevant previously published administrative data papers. On Friday, 24 March 2006 the web-based framework “Short-Term Economic Statistics (STES) Taskforce on Administrative Data: a Framework of Papers” went live on the OECD website. It is located at:

<http://www.oecd.org/std/research/administrativedata>

The web-based framework has a total of 71 relevant administrative data papers available to be accessed through it, with these papers being received from a range of National Statistics Institutes (NSI) and International Organisations. While the web-based framework is live it has not as yet been promoted or linked to any other OECD web pages. Active promotion of the framework will not be pursued until task force and STESWP members have provided comments on this first version and relevant improvements have been implemented to the satisfaction of the task force.

2. Introduction

2. The administrative data task force was created from discussion during the ‘Future Topics’ agenda item of the 2004 STESWP meeting. The 2005 STESWP meeting saw the focus of the project defined both from discussion during the meeting and from the large written response from STESWP members before the meeting. The task force was asked to focus on two outcomes:

- Creation of a dynamic web-based framework that will bring together administrative data issues as faced by NSIs producing short-term economic statistics using or about to use administrative data. As part of this output, STESWP members requested that this web-based framework should try and maintain consistency with the STES Timeliness Framework¹ created by a previous STESWP task force.
- Using the web-based framework as a foundation, the task force was then asked to create a very small guide (or handbook) summarising best practice for NSIs when using administrative data. In particular the handbook should only focus on good practices when using administrative data in the compilation of short-term economic statistics.

3. This paper outlines the process involved in creating the draft administrative data web-based framework that can now be accessed through the OECD website at:

<http://www.oecd.org/std/research/administrativedata>

The next step in finalising this resource will be discussing and implementing the suggested and agreed to changes on the draft web-based framework from STESWP members. As such, STESWP members are

¹ www.oecd.org/std/research/timeliness

asked to provide comments on the usefulness of this resource and on the future work of the task force as outlined below in Section 4 of this paper.

3. Creating the administrative data web-based framework

4. In September 2006 a letter was sent to all OECD Member country NSIs explaining the administrative data project and asking for relevant papers that would assist the work of the task force. The letter outlined the project and the outcomes expected and asked that papers be sent before 30 November 2005. The letter further pointed out that the web-based framework hoped to closely follow the example of the “Short-Term Economic Statistics (STES) Timeliness Framework” in both design, look and feel.

5. The November 2005 deadline was reasonably well adhered to with the bulk of papers being received in early December 2005. Including the papers received from the initial trial run earlier in the project, the task force had now received 80 papers with a few extra papers being received later in December 2005 and January 2006. It was decided by the task force that the Chair would:

- briefly review all the papers received;
- provide some comment on each paper;
- categorise the papers into broad categories; and,
- provide a brief description for each broad category.

6. Very early in the project a trial run was conducted using task force members who provided all known published papers on administrative data from their NSI. From this original collection of papers, five initial broad categories were selected. From the beginning of the project the task force felt that this project should try and focus, where possible, on how the problems associated with administrative data were overcome, i.e. quality, coverage and timeliness – and this should try to be reflected in the categories.

3.1 Selecting the broad categories

7. It was clear from these first initial papers received that nearly all NSIs were using some form of administrative data in (business) registers and this became category one [Direct use of administrative data in registers]. The use of administrative data, sometimes extensively, in the registers of the NSI lead automatically into the ability to select samples and sample frames – category two [Sampling frame/non-response control/imputation/non-response structure]. The next progression for NSIs using administrative data was the move to use administrative data in the compilation process either directly, or through some form of data substitution – category three [Data or partial data substitution]. The initial fourth category [Data matching] came from the reality that once a NSI starts to heavily use administrative data and/or more than one administrative data source together in the compilation of statistics, there naturally arises the issue of data matching. The last category [Quality, timeliness and coverage] was for papers and experiences of where NSIs had, nearly always, encountered the known issues of using administrative data.

8. However, after the more than 80 papers were reviewed from the November 2005 send in, it became clear that two more categories would need to be added:

- quality control of administrative data; and,
- handbooks or general papers.

The first new category relates mostly to where the administrative data user is the administrative agency as well as the statistical agency, such as the Statistics of Income (SOI) Division which is part of the United States IRS and produces income statistics. Regarding the second new category, after reviewing the

administrative data papers it was clear that a number of these were general in nature and touched on many aspects of administrative data usage in NSIs. Included among these papers were the previously conceived administrative data handbooks by Eurostat and the ILO.

Table 1: Framework categories

<p>Broad administrative data categories: documentation on the use of administrative data in compiling and disseminating official statistics².</p>
<p><i>1. Direct use of administrative data in registers</i> Most NSIs maintain a business register or business frame, and in an increasing number of these countries administrative data is being used extensively to maintain these registers.</p>
<p><i>2. Sampling frame/non-response control/imputation/non-response structure</i> In many cases administrative data can provide a full population dataset from which a survey sample can be drawn. This administrative data population can be further used to lessen the sample/survey error through non-response calculations and imputation.</p>
<p><i>3. Data or partial data substitution</i> For a number of NSIs, one of the core strengths of administrative data is the ability to use it directly in statistics through data substitution. In most cases this involves replacing a particular group of statistical unit, e.g. small businesses, in the survey population.</p>
<p><i>4. Data matching</i> This covers two types of matching: 1. Matching administrative data with survey data to improve the quality of both; 2. Matching two administrative datasets for either quality control or to create a longitudinal or panel dataset.</p>
<p><i>5. Quality, timeliness and coverage</i> The use of administrative data in short-term economic statistics has usually been associated with these three challenges (quality, timeliness and coverage) with the expected trade-off being the reduction in response burden, census coverage, and cost savings.</p>
<p><i>6. Quality control of administrative data</i> Some NSIs have the ability to influence the quality of the administrative data through direct contact with the providers.</p>
<p><i>7. Handbooks or general papers</i> To date, at least two international organisations and one NSI have created different administrative data handbooks on specific administrative data topics. There have also been a number of papers by NSIs about how in general administrative data is used in their organisation.</p>

3.2 Focus on short-term economic statistics

9. For a long time the use of administrative data in official statistics was exclusively the domain of registers and structural statistics, and this to a large extent is reflected in the papers received. It should be noted that the focus of the project is on administrative data in short-term economic statistics (STES) and so it was decided to further split the administrative data papers within the above seven categories into two groups:

² It should be noted that this is a working title only, some alternative suggestions are: 'How to use administrative data in official statistics: documentation by broad statistical function'; or 'How to use administrative data in short-term economic statistics: documentation by broad statistical function'.

- administrative data papers relevant to short-term economic statistics;
- more general administrative data papers.

10. Group one would include papers where administrative data was used directly, in some form, in short-term economic statistics (STES) . Some common short-term economic statistics covered in these papers are: retail trade statistics, wholesale trade statistics, manufacturing statistics, production statistics, business statistics, turnover statistics, wage statistics, labour cost statistics, construction statistics, and other services statistics. There are also some papers that deal with administrative data being used ‘in general’ for business statistics and how the NSI coordinates this approach within the institute and these would also be included in this group.

11. The second grouping contains papers, whilst covering the use of administrative data within an NSI, that relate more to their use within either the business register or structural statistics. These papers are very interesting in their own right to be included in the framework but are not directly relevant to the topic of STES. Another point of interest that can be made about this group of papers is that in a number of cases the papers are from NSIs that have an extensive history of using administrative data in official statistics. In some cases the actual statistics are built around the administrative data rather than the case more accustomed to, where administrative data is an input into the official statistic.

12. With the papers having been sorted into the seven broad categories and each category being split into two groups indicating the papers’ relevance to STES or not, the web-based framework was created. The introduction page on the website provides the following information:

- a) General introduction with hyperlinks to the STESWP 2004 meeting where the task force was created and a hyperlink to the initial letter sent out requesting papers; as this gives a good overview of the project.
- b) A working definition of administrative data as agreed by the task force.
- c) A brief description on how the page is ordered, and how to use the site with contact details.
- d) A table containing the categories with a brief description of each – as shown in Table 1 above. Each category title is a hyperlink directly to a new page where the papers are listed either under group one (STES relevant) or group two (not STES relevant).

4. Feedback Required from STESWP and Future Work

13. At the same time as the proposed web-based framework was made live on the OECD website a letter was sent to all task force members giving them the website address and asking for their comments. Comments are also being sought directly from STESWP members, in particular on the following issues:

- The look and feel of the site, does it seem easy to navigate and find your way around, first impressions and overall impression?
- Does the task force need to provide more information as to what the papers contain, e.g. an abstract for each paper (if not available in the paper), a list of key words for each paper?
- Do the categories make sense, do they need to be expanded or contracted, do they need to be further explained or examples given?
- Is breaking the categories into two groups, STES relevant and not, a good idea? Should there be more groups, does the grouping need to be further explained?

14. STESWP members are also asked to give some thought to future updating and widening the appeal and search for new administrative data papers relevant to short-term economic statistics that can be added to the web-based framework. In particular STESWP members are asked to:

- Provide comments on thoughts as to future updating for the site.
- Should an extensive web based search be undertaken to try and expand the range of papers presented on the sight, especially in regards to past relevant conferences and contacting non-OECD countries?

As mentioned before, thought may also need to be given to the actual name of the site as at present this is a working title. It should be remembered that the site was designed to try and maintain the same look and feel as the successful 'STES Timeliness Framework' site and this needs to be kept in mind.

15. A final point that STESWP members are asked to consider is the relationship between this web-based framework, which was intended as the first output from this project, and the proposed guide/handbook. As can be seen in Appendix 2 and from the broad administrative data categories, Eurostat, Statistics Finland and the ILO have all produced administrative data handbooks with a number of other NSIs producing good general papers on the topic of using administrative data in short-term economic statistics. This raises the question of whether STESWP needs to produce such a handbook? Alternatively, would it more ideal to spend the task force's resources on the web-based framework by making it the key focus and resource for NSI's looking for help in using administrative data in the compilation phase? This could be seen preferable to producing another handbook or guide that may or may not be used in the future?

Appendix 1 – Webshot of the introduction administrative data webpage

Organisation for Economic Co-operation and Development

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Building Partnerships for Progress

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Short-Term Economic Statistics (STES) Taskforce on Administrative Data: a Framework of Papers



[The STES Taskforce on Administrative Data: a Framework of Papers](#) is an ordered collection of the papers describing good practice in the use of [administrative data](#). The papers were [provided by National Statistical Institutes](#) and focus on their experiences with administrative data in short-term economic statistics.

[A working definition of administrative data](#)

[How to use the STES Taskforce on Administrative Data: a Framework of Papers](#)

The framework table below provides direct access to documentation on good practice by National Statistical Institutes when using administrative data in compiling their statistics. This documentation has been split into broad categories based on purpose of use. Whilst the use of administrative data throughout the world's statistical institutes is varied and somewhat limited in the field of short-term economic statistics, the papers referenced within the categories below have been further split to maximise the relevance of this framework to short-term economic statistics.

OECD welcomes feedback on these pages: please email david.brackfield@oecd.org

[Contents of the STES Taskforce on Administrative Data: a Framework of Papers](#)

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Appendix 2 – List of all papers received to date

Country	Paper
Australia	The experiences of ABS with reducing respondent burden through the use of administrative data and through the use of smarter
Austria	Konjunkturstatistik Handel und Dienstleistungen - neue Konzepte
Austria	Quality aspects and approaches in business statistics
Canada	Issues in the use of administrative records for statistical purposes
Canada	The Canadian Intergrated approach to economic surveys
Canada	Use of GST data by the monthly survey of manufacturing, Statistics Canada
Canada	Use of tax data: an application of goods and services tax (GST) data
Canada	Working towards a greater use of tax data in Statistics Canada
Finland	Building construction statistics
Finland	Compilation methods of short-term turnover and wages sum
Finland	Confidentiality in the use of administrative data sources
Finland	Country-stratified European sample for retail trade index - Finland
Finland	Data sources used in the production of short-term business
Finland	The process of producing turnover indicators; an overview
Finland	Turnover in Other Services and Production in Construction – Improvement of Timeliness
Finland	Use of administrative data at Statistics Finland
Finland	Use of Registers and Administrative Data sources for Statistical Purposes – Best Practices of Statistics Finland
France	Exploitation des déclarations de TVA pour calculer in indice mensuel de chiffre d'affaires
France	Les sources des indices mensuels de chiffre d'affaires
Germany	Impact of the Use of Administrative Data and New Surveys on Short-term Business Statistics in the Services Sector in Germany
Germany	Register-based implementation of the EU regulation concerning short-term statistics in the service sector (NACE sections I and K)
ILO	Compilation and presentation of labour statistics based on administrative records
ILO	Labour statistics based on administrative records: Guidelines on compilation and presentation
ILO	We must use administrative data for official statistics - but how should we use them?
Italy	Use of Administrative Data for Short Term Statistics on Employment, Wages and Labour Cost
Mexico	Estadísticas de corto plazo en las que se obtienen ventajas del uso de datos administrativos
New Zealand	Changes to the monthly retail trade survey
New Zealand	Changes to the quarterly economic survey of manufacturing
New Zealand	Changes to the quarterly wholesale trade survey
New Zealand	Retail trade survey; Implementation of new survey design
New Zealand	Use and editing of administrative data in the business indicators unit, Statistics New Zealand
New Zealand	Use of administrative data to maintain the Statistics New Zealand business frame and the economic statistics programmes
New Zealand	Using administrative data in short-term statistics

Country	Paper
Spain	Use of the Ministry of labour's contribution accounts register for INE's quarterly labours costs survey
Sweden	The system for co-ordination of frame populations and samples from the business register at Statistics Sweden
Sweden	Turnover in other services - Final technical implementation report
Sweden	Turnover in other services - Product description 2005
United Kingdom	A Framework for Assessing and Reporting the Quality of Information provided by the Neighbourhood Statistics Service
United Kingdom	Administrative Sources Strategy
United Kingdom	Eurostat – Business Register Recommendations Manuel – Chapter 20
United Kingdom	The Use of Administrative Sources
United Kingdom	Eurostat – Use of Administrative Sources for Business Statistics
USA	Purposes – Handbook of Good Practices
USA	Accumulation and distributions of retirement assets, 1996-2000 - results from a matched file of tax returns and information returns
USA	Administrative record matching for the 1992 economic censuses
USA	An Assessment of the Current Population Survey and the Survey of Income and Program Participation Using Social Security
USA	Business employment dynamics: new data on gross job gains and Data interpretation across sources: A study of form 990-PF
USA	information collected from multiple databases
USA	Developing an econometric model for measuring tax noncompliance using operational audit data
USA	Developing Business Demographic measures of Industry and Size – 18 th International Roundtable on Business Survey Frames
USA	Editor judgment effect: Modeling a key component of nonsampling error in administrative data
USA	Exploring Social Security Payment History Matched with the Survey of Income and Program Participation
USA	How well can IRS count the population?
USA	Improving the design of samples used for business surveys conducted by the United States Bureau of the Census
USA	Income, taxes, and tax progressivity: An examination of recent trends in the distribution of individual income and taxes
USA	Measuring labor dynamics: the next generation in labor market
USA	Monthly Output Index for the US Transport Sector
USA	Occupation and industry data from tax year 1993 individual tax
USA	Procedures to account for entries in business surveys
USA	Proxies in administrative records surveys
USA	Reassessment of the use of an area sample for the monthly retail trade survey
USA	Salaries and wages and deferred income, 1989-1999
USA	Statistical information from administrative records in the federal tax
USA	Statistical Operations and Studies in the SOI Program of the IRS
USA	Statistical uses of social security administrative data
USA	Taxing charity: Linking income tax returns to samples of nonexempt charitable and charitable remainder trust returns
USA	The 1998 gift tax panel study: Using the IRS returns transaction file as a sample frame

Country	Paper
USA	The assessment of Survey of Income and Program Participation (SIPP) benefit data using longitudinal administrative records
USA	The Changing Impact of Social Security on Retirement Income in the United States
USA	The effect of content errors on bias and nonsampling variance in estimates derived from samples of administrative records
USA	The impact of dropping the business area sample as a means of covering birth employers and nonemployers in the current business
USA	The IRS population count: An update
USA	The statistics of income 1979-2002 continuous work history sample individual income tax return panel
USA	The use of administrative data to compute measure of size for new employer births
USA	Turning administrative systems into information systems
USA	Updating techniques for estimating wealth from federal estate tax
USA	Use of individual retirement arrangements to save for retirement - results from a matched file of tax returns and information documents for tax year 2001
USA	Using a sample of federal estate tax returns to examine the effects of audit revaluation on pre-audit estimates
USA	Using administrative data in lieu of survey responses for small
USA	Using administrative data to enhance the sampling frame for the 1997 survey of minority-owned business enterprises
USA	Using auxiliary information to adjust for non-response in weighting a linked sample of administrative records
USA	Vital and Health Statistics – Design and Operation of the National Hospital Discharge Survey: 1998 Redesign