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**OECD Short-Term Economic Statistics Expert Group**

**Short-term Economic Statistics Expert Group (STESEG):  
Task Force on Timeliness and Benchmarking**

**The short-term economic statistics timeliness framework**

**28-30 June 2004**

**Room C**

**Château de la Muette, starting at 9:30 a.m. on the first day**

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*Submitted to the Expert Group under item 4 of the agenda*

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## THE SHORT-TERM ECONOMIC STATISTICS (STES) TIMELINESS FRAMEWORK

### Executive Summary

1. The Short-Term Economics Statistics Expert Group (STESEG) task force on timeliness and benchmarking was established after the inaugural meeting of the STESEG in June 2002. At the 2003 STESEG meeting, this task force put forward a proposal (McKenzie, 2003) to develop a framework to assist National Statistical Organisations (NSOs) in improving the timeliness of their short-term economic statistics (STES). This proposal was accepted by the STESEG, and a first version of the *STES Timeliness Framework* is now available on the OECD website at: [www.oecd.org/std/research/timeliness](http://www.oecd.org/std/research/timeliness) .

2. The *STES Timeliness Framework* is a structured collection of documentation on a range of *good practices* for improving timeliness or reducing costs in the production of STES, and in some cases also to improve accuracy<sup>1</sup>. It is sourced from 18 different countries covering all aspects of the statistical production process, both methodological and operational. Consequently it should be diverse enough to be of use to all NSOs that operate under a variety of different circumstances. It provides an opportunity for NSOs to closely examine good practices used within other countries which will enable the identification of various techniques that could be applicable within their own statistical environment.

3. Two main approaches were used by the task force<sup>2</sup> to collect documentation for inclusion in the framework. The first consisted of a literature search of statistical journals, international conferences and workshop proceedings which have covered issues relating to STES. The second involved a formal request to the STESEG representative of each OECD country to identify and provide relevant existing documentation within their organisation. This documentation was then assessed by the task force to determine if it was suitable for inclusion in the framework. The key criterion for including a document in the *STES Timeliness Framework* is that it must describe a method for achieving / improving timeliness or reducing costs with proven success.

4. Members of the STESEG are asked to provide written comments on the following 4 issues within the papers they are required to submit on their reactions to preliminary STESEG outputs.

(1) Having reviewed the first version of the *STES Timeliness Framework* on the OECD website at: [www.oecd.org/std/research/timeliness](http://www.oecd.org/std/research/timeliness), do members of the STESEG consider that the structure of the framework is user friendly, and an effective model for the presentation of good practices? Do STESEG members have suggestions for improvements or particular concerns about any aspects of the presentation format?

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<sup>1</sup> Several papers included in the framework address issues associated with improving the accuracy of statistics (e.g. lower sampling errors). These papers were considered relevant as the improvements in accuracy could most likely be traded off to reduce costs or improve timeliness based on the circumstances described in the papers.

<sup>2</sup> The relevant task force participants were: Richard McKenzie, OECD; Anita Ullberg, Statistics Sweden; Sharon Brown, US BLS; Leendert Hoven, Statistics Netherlands; Frédéric Donzel, Eurostat; Bente Dyrberg, Statistics Denmark; Kai Lorentz, Federal Statistics Office of Germany.

(2) Having reviewed the contents of the *STES Timeliness Framework* and your organisations contribution<sup>3</sup>, STESEG members are invited to submit further papers to be assessed by the task force for inclusion in the framework.

(3) Do STESEG members have suggestions on the processes that could be used to keep the *STES Timeliness Framework* up to date in the future? What role does the STESEG need to play in coordinating this?

(4) Members of the STESEG are asked to provide input on the best methods for promoting the *STES Timeliness Framework* to ensure maximum use is made of it.

## Introduction

5. The Short-Term Economics Statistics Expert Group (STESEG) task force on timeliness and benchmarking was established after the inaugural meeting of the STESEG in June 2002. At the 2003 STESEG meeting, this task force put forward a proposal (McKenzie, 2003) to develop a framework to assist National Statistical Organisations (NSOs) in improving the timeliness of their short-term economic statistics (STES). The need for such a framework on good practices for improving timeliness of STES had been suggested many times in the past (Ryten, 1997), (Nanopoulos & Oberg, 2001), and the proposed framework aimed to address these needs. The concept was to cover all elements of the statistical production process, and provide documentation on good practices currently used by NSOs to improve timeliness or reduce costs in the production of their short-term economic statistics.

6. This proposal was accepted by the STESEG, and a first version of the *STES Timeliness Framework* is now available on the OECD website. This paper describes the process undertaken by the task force in developing this framework, its intended purpose and how it can be accessed. Feedback is then invited from the STESEG on how this initial version of the framework could be improved, maintained in the future and distributed for use by statistical organisations.

## Developing the STES Timeliness Framework

7. The key objective in developing the *STES Timeliness Framework* was for it to have a practical focus. Therefore documentation referenced in the framework describe techniques already implemented within statistical organisations which enable STES to be produced in a very timely manner, or have enabled recent improvements in timeliness or reduced costs of production to be achieved. The scope of the framework covers both methodological and operational practices for STES produced from business surveys and / or administrative sources.

8. There were two main approaches used by the task force to collect documentation for inclusion in the framework. The first consisted of a literature search of statistical journals, international conferences and workshop proceedings which have covered issues relating to STES. The second involved a formal request to the STESEG representative of each OECD country to identify and provide relevant existing documentation within their organisation. This documentation was then assessed by the task force to determine if it was suitable for inclusion in the framework. A copy of this formal request to NSOs, which included considerable explanatory material to aid the identification of relevant documents to provide, is included in Attachment 1.

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<sup>3</sup> Attachment 1 provides guidelines for the submission of papers. Attachment 3 contains summary information on each NSO's contribution to the framework so far. For a list of the actual documents sent by your organisation to the task force that were considered for inclusion in the framework, please contact [richard.mckenzie@oecd.org](mailto:richard.mckenzie@oecd.org)

9. As indicated in paragraph 7, for the framework to be practically applicable the papers referenced within it should describe processes with proven operational success, or be based on sound research with associated implementation plans. Therefore theoretical papers or papers presenting future broad strategies are not within scope of the framework. Ideally, each paper referenced in the framework should give the reader ideas on possible changes or improvements they could make to one or several aspects of the statistical production process that could improve timeliness and / or reduce costs for the STES they produce.

#### Papers sourced from journals / conferences

10. Noting the above assessment criteria, a list of potentially relevant statistical journals and statistical conference / workshop proceedings were identified. Over 1000 papers were reviewed for inclusion in the framework from 8 different statistical journals and the proceedings from 17 statistical conferences / workshops. Of the papers which related to the issue of reducing costs or improving the timeliness of STES (i.e. a much smaller subset of papers), the content was often theoretical or did not have clear operational applicability. However some sources did contain highly relevant material and 34 papers from 11 different sources were chosen for inclusion in the framework. All journals and conference proceedings reviewed are listed in Attachment 2, together with the number of papers included in the framework from each source.

#### Papers provided by national statistical organisations

11. The request made to NSOs to identify and provide relevant existing documentation for possible inclusion in the *STES Timeliness Framework* (see Attachment 1) was generally well responded to. Many NSOs went to considerable effort to provide documentation and this was appreciated and acknowledged by the task force. In summary, the request was made to 27 OECD Member countries of which 24 undertook some research to identify relevant documentation. A total of 129 papers from 21 countries were submitted to the task force to assess for possible inclusion in the framework. Of these, 46 papers from 18 different Member countries<sup>4</sup> were deemed suitable and have been included in the initial version of the *STES Timeliness Framework*. For a summary of the contributions by each OECD Member country, see Attachment 3.

12. In addition, all papers submitted by participating countries at the 2003 STESEG meeting on reducing costs and response burden were reviewed. Many of these papers covered issues relevant to the aims of the *STES Timeliness Framework*. As a result, 9 countries were requested to provide more detailed information on specific issues raised in their paper which yielded a number of additional papers which have been included in the framework.

#### **Accessing and using the framework**

13. The first version of the *STES Timeliness Framework* can now be accessed on the OECD website at: [www.oecd.org/std/research/timeliness](http://www.oecd.org/std/research/timeliness). The framework is presented within the structure shown in the table below, which outlines the process for producing short-term economic statistics within broad categories. The headings in column 2 are statistical processes within which a range of techniques can be applied to improve timeliness or reduce costs. A user then clicks on a heading to access more detailed information on these techniques based on the research undertaken in developing the framework.

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<sup>4</sup> Papers were accepted in national language provided there was an abstract in English. Some papers provided in national language were then translated to English by Eurostat. As a result, over 95% of the papers in the current version of the framework are in English.

## Contents of the STES Timeliness Framework

Broad statistical process	Detailed statistical processes with links to related documentation on proven operational methods to improve timeliness or reduce costs
1 Frame selection and administrative data use	<a href="#">1.1 Direct use of administrative data for short-term statistics</a>
	<a href="#">1.2 Maintaining survey frames from administrative data sources</a>
2 Questionnaire design	<a href="#">2.1 Flexible questionnaire and form design</a>
	<a href="#">2.2 Minimising data items collected</a>
3 Sample design and selection	<a href="#">3.1 Efficient sample designs</a>
	<a href="#">3.2 Sample designs for sub samples</a>
	<a href="#">3.3 Effective sample selection methods</a>
4 Reference period & due dates	<a href="#">4.1 Choice of reference periods</a>
	<a href="#">4.2 Due date for businesses providing data</a>
5 Data collection and validation (editing)	<a href="#">5.1 Efficient types of data collection methods using technology</a>
	<a href="#">5.2 Follow up of non respondents</a>
	<a href="#">5.3 Automated data validation (editing) methods</a>
	<a href="#">5.4 Selective (or significance) editing</a>
	<a href="#">5.5 Effectively combining technology and staff resources</a>
	<a href="#">5.6 Relationships with respondents</a>
6 Estimation	<a href="#">6.1 Data imputation methods</a>
	<a href="#">6.2 Preliminary estimates from sub samples</a>
	<a href="#">6.3 Estimation based on lower response rates</a>
	<a href="#">6.4 Preliminary estimates based on statistical models</a>
7 Evaluation & dissemination	<a href="#">7.1 Assessment of user requirements</a>
	<a href="#">7.2 Analysis of revisions</a>
	<a href="#">7.3 Quality assessment of timeliness improvements</a>
	<a href="#">7.4 Use of benchmarking techniques</a>
	<a href="#">7.5 Efficient dissemination processes</a>
8 Overview	<a href="#">8.1 Documents covering a wide range of techniques to improve timeliness</a>

14. Each of the web pages accessed through the column 2 headings contain a brief summary of the main techniques used to improve timeliness or reduce costs through this statistical process, followed by links to detailed papers. Thus the framework demonstrates the opportunities that exist for improving timeliness or reducing costs within each stage of the statistical production process. All detailed papers contain abstracts or introductions briefly summarising the content of the paper, either within the document or in a separate web page which appears before accessing the document.

15. Because many of the documents included within the framework provide information on more than one aspect of the statistical production process as defined by the column 2 headings, a particular paper can be referenced under several headings. When the papers were assessed for inclusion in the framework, task force members noted the column 2 heading (i.e. statistical process) that the paper most related to, and other column 2 headings it also contained information on. Consequently a user will see two categories of papers within each column 2 heading web page which reflects this distinction; these are the *primary papers* and *secondary papers* headings. This aspect of the framework reflects the fact that statistical production processes are generally integrated within an overall strategy.

16. The chosen structure for presenting the framework was agreed by the taskforce after careful consideration and several revisions to draft proposals. Its principle aims are to provide summary information on a range of topics at a glance, with related detailed information being clearly identifiable and easy to access. Therefore it could be considered as a general model for the presentation of good statistical practices on the internet, which may be applicable to other statistical working groups undertaking similar initiatives.

#### Usefulness of the framework

17. The *STES Timeliness Framework* represents a structured collection of documentation on a range of *good practices* for improving timeliness or reducing costs (and in some cases also to improve accuracy<sup>5</sup>), sourced from 18 different countries covering all aspects of the statistical production process. Therefore it should be diverse enough to be of use to all NSOs that operate under a variety of different circumstances. Ideally it will provide an opportunity for NSOs to closely examine good practices used within other countries across the statistical production process and enable them to identify various techniques that could be applicable within their own statistical environment. This should allow NSOs to more readily evaluate different options for implementing new methods to improve timeliness or reduce the production costs of their STES.

18. The *STES Timeliness Framework* would also be a useful tool for OECD Non-Member countries currently developing their statistical systems, and as an aid for use within bilateral programs at country level (i.e. where one country provides aid to another on developing their statistical capacity).

#### **Assessment of content, future updating and promotion of the framework**

19. As described above, significant effort has been made to collect relevant documentation for the *STES Timeliness Framework* and assemble it in a user friendly way. The process of closely scrutinising candidate papers for relevance before including them in the framework should ensure maximum usefulness of the documentation referenced. However it is likely that the documentation collection process has not identified all relevant papers that should be included in the framework. In addition, as work in this field continues to be performed it is important that the framework includes relevant new documentation when this becomes available, at least on an annual basis. Members of the STESEG are therefore requested to provide input on the following three issues.

(1) Having reviewed the first version of the *STES Timeliness Framework* on the OECD website at: [www.oecd.org/std/research/timeliness](http://www.oecd.org/std/research/timeliness), do members of the STESEG consider that the structure of the framework is user friendly, and an effective model for the presentation of good practices? Do STESEG members have suggestions for improvements or particular concerns about any aspects of the presentation format?

(2) Having reviewed the contents of the *STES Timeliness Framework* and your organisations contribution<sup>6</sup>, STESEG members are invited to submit further papers to be assessed by the task force for inclusion in the framework.

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<sup>5</sup> Several papers included in the framework address issues associated with improving the accuracy of statistics (e.g. lower sampling errors). These papers were considered relevant as the improvements in accuracy could most likely be traded off to reduce costs or improve timeliness based on the circumstances described in the papers.

<sup>6</sup> Attachment 3 has some summary information on each NSO's contribution to the framework. For a list of the actual documents sent by your organisation to the task force to be considered for inclusion in the framework, please contact [richard.mckenzie@oecd.org](mailto:richard.mckenzie@oecd.org). Attachment 1 provides guidelines for the submission of additional papers.

(3) Do STESEG members have suggestions on the processes that could be used to keep the *STES Timeliness Framework* up to date in the future? What role does the STESEG need to play in coordinating this?

### **Promoting use of the STES Timeliness Framework**

20. As a major output of the STESEG, it is extremely important that all potential users of the *STES Timeliness Framework* are made aware of its existence. Therefore a strategy for promoting and advertising the framework must be formulated to ensure maximum use is made of it. This is also important as a method to obtain additional documentation to be assessed for inclusion in the framework, through the feedback mechanism referenced on each of the associated web pages. Some initial ideas for the promotion of the framework are:

- Maximum exposure on the OECD website (i.e. within the *what's new* and *don't miss* headings) and ensuring that searches on key words on the OECD website and other search engines (e.g. Google) return the framework;
- Design a facility for users to register for the framework, who would then receive an email update each time new material was added;
- Articles in the OECD, UNSD & ISI Statistics Newsletters with links to the *STES Timeliness Framework* on the OECD website;
- Widely distribute a brief description of the framework with the relevant link to the OECD website to all NSOs, including non-member countries;
- Have a standing annual agenda item and call for new contributions to the framework at each STESEG meeting;
- Active promotion of the framework by STESEG members within their own organisations;
- Inclusion of a description of the framework with the relevant link to the OECD website on all international statistical organisations websites. Active promotion of the framework by these organisations;
- Presentation of the framework at other relevant international statistical meetings<sup>7</sup>.

(4) Members of the STESEG are asked to provide input on the best methods for promoting the framework to ensure maximum use is made of it.

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<sup>7</sup> The framework is being presented at the June 21-22 meeting of the Eurostat Working Party on Short Term Statistics

## REFERENCES

McKenzie, R. Development of a framework to assist in improving timeliness for short-term economic statistics. 2nd annual STESEG meeting, OECD, Paris, June 2003.

Nanopoulos, P & Oberg, S., *Benchmarking in infra-annual economic statistics*; final report of the Task Force to the SPC, 42<sup>nd</sup> meeting of the SPC, 2001.

Ryten, J., *Timeliness and Reliability: A Necessary Trade-off*. Economic Statistics, Accuracy, Timeliness & Relevance, ISI – Eurostat – BEA conference proceedings, Government Printing Office, Washington, 1997.

**Attachment 1 Model letter of request<sup>8</sup> for contributions to the *STES Timeliness Framework***

Dear STESEG representative:

**re: request for country contributions to the *STES Timeliness Framework***

As the Short-Term Economic Statistics Expert Group (STESEG) representative for your organisation, this note requests you to coordinate your organisations contribution to the *STES Timeliness Framework* (a framework being developed to assist countries in improving the timeliness of short-term economic statistics). This request was foreshadowed in paragraph 15 of the note *Draft recommendations for STESEG activity, July 2003 to June 2004* (see: <http://www.oecd.org/dataoecd/47/30/3724684.pdf>) sent by the OECD Chief Statistician Enrico Giovannini to you and the head of your organisation on 8 July.

The aim of the *STES Timeliness Framework* is to provide statistical organisations with access to detailed information on methods currently in use (or about to be introduced) within other statistical organisations which can be regarded as ‘good practice’ for improving timeliness, with due regard to minimising any loss in accuracy. Therefore statistical organisations are requested to provide existing documentation which describes processes for statistics currently produced in a very timely manner, or where significant improvements in timeliness have been made in recent times, or where costs of production have been significantly reduced<sup>9</sup>.

For example, relevant existing documentation may be in the form of: procedure manuals; internal papers written prior to the implementation of new methods, e.g. final project proposals that were accepted; post implementation documents evaluating the implementation of a new method or strategy, etc. All documentation submitted should include a short abstract in English together with a contact name. The framework only intends to cover processes for the important short-term economic statistics (STES) listed in Attachment 2, which are generally derived from business surveys and/or administrative records of businesses. The final framework will be established on the OECD website which will house all documentation provided in a structured manner.

The success of this initiative will depend on the effort statistical organisations make to provide the relevant documentation for the framework. If done properly, this exercise provides:

- a unique opportunity for statistical organisations and their staff to gain wider recognition for their work;
- the possibility for national statistical organisations to share information extremely relevant to their daily work which would otherwise be very difficult to obtain, as this type of information is rarely published in journals etc.;
- the opportunity for statistical organisations to closely examine good practises in countries most likely to be similar to their own;
- the possibility for statistical organisations to quickly evaluate different options for implementing new methods to improve the timeliness of their STES with greater certainty of the likely outcomes.

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<sup>8</sup> The Attachments referred to in this request have not been included. For a copy of the original request containing all attachments, please contact [richard.mckenzie@oecd.org](mailto:richard.mckenzie@oecd.org)

<sup>9</sup> As the implementation of methods which result in cost savings could often have been used to improve timeliness for the same previous cost

### Guidelines for providing relevant documentation

The draft outline of the *STES Timeliness Framework* has been finalised by the STESEG taskforce on timeliness and benchmarking and is presented in Attachment 1 in tabular form. The descriptions in the third column provide a guide to the types of methods related to improving timeliness which could be covered by the documentation you submit. Therefore this list should be used as a starting point to assist your organisation in identifying appropriate documentation to submit for inclusion in the framework.

As the member of the timeliness and benchmarking taskforce responsible for collecting relevant documentation from your country, I am available to answer any questions on the framework and provide any other assistance required. I can be contacted on email at <[taskforce.member@nso.com](mailto:taskforce.member@nso.com)> or by phone on XXX. Given that the framework intends to cover methods impacting on timeliness across the entire statistical cycle we realise that considerable effort will be required to coordinate your organisations' response. Therefore, we ask that you provide the documentation (with a short abstract in English for each item) you consider appropriate for inclusion in the framework by Friday 12 December.

I will contact you again in the middle of November to see how the task is proceeding and provide any assistance you may require. I also ask that you acknowledge receipt of this request to indicate your acceptance of the responsibility to coordinate this activity for your organisation.

Yours sincerely

Taskforce member  
STESEG taskforce on timeliness and benchmarking  
October XXX 2003

### Short-term economic statistics covered by the *STES Timeliness Framework*

The content of the *STES Timeliness Framework* relates to techniques used within the statistical production process to achieve timely estimates or reduced costs of production for the following type of short-term economic statistics which are generally produced from business surveys or government administrative sources of business records.

Short-tem economic statistic	Common periodicity
Industrial production index	Monthly
Manufacturing output / sales	Monthly/quarterly
Construction production / output / sales	Monthly/quarterly
Retail trade	
Current price	Monthly
Volume	Monthly
Turnover for other service industries	Quarterly
Unemployment rate (not from household labour force survey)	Monthly
Total employment (not from household labour force survey)	Monthly/quarterly
Job vacancy rate	Monthly/quarterly
Hourly / weekly / monthly wages	Monthly / Quarterly
Labour costs / prices	Quarterly

## Attachment 2 Journals and statistical conference proceedings reviewed

### Journals reviewed

1. Journal of Official Statistics, 1992 – 2003. 4 papers included.
2. Survey of Current Business, 1994 – 2003. No relevant papers.
3. ASA, Journal of Business & Economic Statistics, 2001 – 2003. Mostly theoretical, nothing relevant to timeliness.
4. ILO, Bulletin of Labour Statistics. Focus is on concepts and methodology, nothing relevant to timeliness.
5. Statistics Canada, Survey Methodology, 1997 – 2003. Mostly theoretical, nothing relevant to timeliness.
6. Research in Official Statistics, Eurostat, 1999 – 2002. Mostly theoretical, nothing relevant to timeliness.
7. Review of Economics and Statistics, 2002 – 2003. Mostly econometric user based and theoretical.
8. Journal of forecasting, 2001 – 2003. Not related to the production of official statistics.

### Conferences / workshops / websites reviewed

1. OECD STESEG 2003. 8 papers included
2. UNSC, Work Session on Statistical Data Editing, 2003. 5 papers included.
3. International Conference of Establishment Surveys 2 (ICES2), 2000. 5 papers included.
4. Eurostat 2001. Short-term statistics: improving timeliness and cooperation. 4 papers included
5. OECD STESEG 2002. 2 papers included.
6. EU / US benchmark study on infa-annual statistics, 2001. 2 papers included.
7. ISI 2003. 1 paper included
8. Quality in Official Statistics, Stockholm 2001. 1 paper included.
9. International Conference on Improving Surveys, August 2002. 1 paper included
10. OECD/Eurostat Workshop on benchmarking techniques, 2004. A link to the proceedings is referenced which contains several papers and presentations on benchmarking techniques.
11. CES Plenary sessions, 2003. Substantive topics of the conference (e.g. confidentiality, globalisation) were not specifically relevant to timeliness.
12. International Conference on Questionnaire Development, Evaluation, and Testing Methods, 2002. Some papers were considered but were thought not to be relevant enough.
13. Baltic-Nordic Conference on Survey Sampling, Sweden 2002. Most papers of a technical nature.
14. IMF SDDS / DQAF. Reports against set of criteria which only briefly cover timeliness or related issues. Focus is on compliance with a specified target standard rather than listing of methods used to achieve this.
15. International Association of Official Statisticians conferences. Includes ISI 2001 which was reviewed but no suitable papers found, other recent conferences have been focused on specific topics not strongly related enough to specific issues for timeliness, e.g. New Economy, Information Society Statistics etc.

**Attachment 3 Summary of NSO contributions to the *STES Timeliness Framework***

<b>Country</b>	<b>TF member responsible</b>	<b>Response to request</b>	<b>Provision of documentation and use in the framework after assessment</b>
Canada	Richard McKenzie	Accepted	One set of documentation reviewed, waiting on specific requests for additional information. 3 papers used from 7 provided so far
Mexico	Sharon Brown	Acknowledged	1 paper from 2002 STESEG used
United States -BLS	Sharon Brown	Taskforce member	10 papers provided, 3 used.
United States -Census	Sharon Brown	Accepted	13 papers provided, 3 used.
Australia	Richard McKenzie	Accepted	7 papers provided, 1 used.
Japan	Bongho Choi	No contact possible	
Korea	Bongho Choi	TF member	2 papers provided, 0 used.
New Zealand	Richard McKenzie	Accepted	3 papers provided, 3 used
Austria	Kai Lorentz	Accepted	8 papers provided, 5 used
Belgium	Frédéric Donzel	Accepted	Did not have any relevant documents to provide for assessment
Czech Republic	Richard McKenzie	Accepted	2 papers provided, 0 used.
Denmark	Bente Dyrberg	Taskforce member	3 papers provided, 1 used
Finland	Anita Ullberg	Accepted	8 papers provided, 3 used.
France	Frédéric Donzel	Accepted	2 papers provided, 2 used.
Germany	Kai Lorentz	TF member	8 papers provided, 1 used.
Greece	Richard McKenzie	Were not contacted	Did not have a STESEG representative to contact
Hungary	Leendert Hoven	Did not accept	
Iceland	Richard McKenzie	No response to request	
Ireland	Frédéric Donzel	Acknowledged	No documentation provided
Italy	Richard McKenzie	Accepted	2 papers provided, 2 used.
Luxembourg	Frédéric Donzel	Accepted	Did not have any relevant documents to provide for assessment
Netherlands	Leendert Hoven	TF member	7 papers provided, 2 used.
Norway	Bente Dyrberg	Accepted	1 paper provided, 1 used.
Poland	Richard McKenzie	Accepted	14 papers provided, 0 used.
Portugal	Frédéric Donzel	Accepted	3 papers provided, 1 used.
Slovak Republic	Richard McKenzie	Accepted	13 papers provided, 2 used.
Spain	Frédéric Donzel	Accepted	2 papers provided, 2 used.
Sweden	Anita Ullberg	TF member	2 papers provided, 2 used.
Switzerland	Leendert Hoven	Accepted	Did not have any relevant documents to provide for assessment
Turkey	Richard McKenzie	Were not contacted	Did not have a STESEG representative to contact
United Kingdom	Anita Ullberg	Accepted	11 papers provided, 8 used.