



**Praia Group**  
**Estatísticas da Governança**  
**Governance Statistics**  
**Statistiques Gouvernance**



Praia, 28 February 2017

# **PRAIA GROUP ON GOVERNANCE STATISTICS**

## **WORK PLAN 2017**

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## CONTEXT FOR THE 2017 WORKPLAN

The Report of the Praia City Group on Governance statistics ([E/CN.3/2016/16](#)) was endorsed by the UN Statistical Commission at its 47th session. The report contains its 2016-2020 road map for the development of a handbook on governance statistics for national statistical offices, which is the longer-term task of the Praia Group, including priority activities and rough deadlines. At the second meeting of the Praia Group, which was held from 4 to 6 July 2016 in Paris, Praia Group members discussed strategies to implement the activities set out in the road map. This work plan is based on the discussions and recommendations of the meeting and contains detailed tasks for each activity, timeframe and resource implications.

Five priority activities for the production of a handbook and their initial deadlines set out in the road map are in Table 1. Since the delay in the implementation of activities I and II, the Secretariat proposes new deadlines.

**Table 1. Priority activities and deadlines for the production of a handbook**

Activity		Original Deadline	New Deadline
<b>Activity I:</b> A mapping, critical assessment and synthesis of available instances of the conceptualization and measurement of governance by various countries and continents, research institutions, agencies of the United Nations system and other actors using different approaches		2016	December 2017
<b>Activity II:</b> Mapping of the demand for governance statistics by various user constituencies, such as policymakers, parliamentarians, national human rights commissions, national anti-corruption commissions, national security systems, civil society organizations, research institutions, citizens and international and regional bodies concerned with governance		2016 and 2019	2017 and 2019
<b>Activity III:</b> Expert consultations on the various constitutive dimensions of governance statistics and user consultations with ministries or other entities responsible for the governance agenda at the national, regional and international levels	Praia Group Meeting	October 2018	-
	Consultation in Africa	November 2018	-
	Consultation in Asia Pacific	December 2018	-
	Consultation in Europe/OECD	May 2019	-
	Consultation s in America	September 2019	-
<b>Activity IV:</b> Development of handbook containing methodological and practical guidelines for improved gathering and compilation of governance statistics at all levels, covering issues of concept definition, data quality, comparability, methodology, possible sources and data compilation and dissemination mechanisms		October 2019	-
<b>Activity V:</b> Support by the Praia Group to Goal 16 of the Sustainable Development Goals.		To be defined by IAEG-SDG	-

The first draft of the handbook, which will be informed by the results of activity I and II, should be done before the Praia Group Meeting in October 2018. In order to execute the activities in a timely and effective manner, the Praia Group will establish working groups (including separate working group for development of the handbook of [Activity IV](#)) and invite volunteers from Praia Group members with interest and expertise to join. The members of the Praia Group will work in subgroups based on the outline of each activity provided in the detailed work plan in the following sections.

**The activities in the work plan need to be advanced through each working group composed of the Praia Group members and also need to directly solicit member participation and leadership of each of the working group. The Steering Committee will facilitate the work of the working groups and provide support to the implementation of the activities.**

For the purpose of dissemination of outcomes of each activity and of facilitation of communication among Praia Group members, the Secretariat would undertake [Activity VI](#): *Promote the Praia Group and its products and facilitate communications among Praia Group members*. This activity will be performed in parallel with other priority activities set out in the road map.

Due to the urgency and the importance of delivering Activity I, II and VI, this work plan specifically focuses on the year 2017. Detailed activity plans (and budget) for the year 2018 and onward will be developed during the process of activity I, II and VI, and shared with members at the third meeting of Praia Group, which is temporarily scheduled in October or November 2017. The work plan and budget ([Annex I](#)) will be discussed with and confirmed by the Praia Group Steering Committee.

Finally, follow-up activity to the decisions taken by the Steering Committee at the second meeting of the Praia Group is contained in [Annex II](#).

\* The Praia Group Secretariat has new presidency composed of President Osvaldo Borges and Vice President Celso Herminio Soares Ribeiro, and Technical Coordinator Carlos Mendes.

# PRAIA CITY GROUP WORKPLAN FOR 2017

## ACTIVITY I. A MAPPING, CRITICAL ASSESSMENT AND SYNTHESIS OF AVAILABLE INSTANCES OF THE CONCEPTUALIZATION AND MEASUREMENT OF GOVERNANCE BY VARIOUS COUNTRIES AND CONTINENTS, RESEARCH INSTITUTIONS, AGENCIES OF THE UNITED NATIONS SYSTEM AND OTHER ACTORS USING DIFFERENT APPROACHES

National statistical offices, international organizations and civil society have already conducted critical and valuable work. The consolidation of best practices is needed, and such mapping is instrumental to initiating the methodological work pursued by the Group. Although several institutions have collected governance data, there is no agreement among relevant institutions on the concept used and its dimensions. The mapping will therefore focus on existing concepts of governance in use by different institutions, as well as on survey methodology, the structure of administrative records and procedures for data analysis and dissemination.

The mapping will be informed by existing an outline on concept of governance and on the framework in the OECD/UNECE review of governance statistics.

The purpose of this mapping is to ground the work of the Praia Group in existing initiatives, capitalize on the data revolution for sustainable development, and provide users with documentation referring to relevant work on governance statistics. In order to achieve this objective, the Praia Group will establish a working group that can take the lead on this mapping activity. Since the OECD has an experience of mapping the current governance statistical activities by NSOs in the UNECE/OECD region, the Praia Group would invite them to join the working group. The working group will conduct a survey among all identified producers of governance statistics and compile and analyse the results.

As discussed at the second meeting of the Praia Group, this mapping activity would ***focus more on measurement than conceptualization of governance***. Three tools to deliver this activity are as follows:

1. Simplify the OECD developed European survey and disseminate a shorter version to all NSO focal points through regional coordination bodies of NSOs.
  - Mexico NSO has offered to disseminate the questionnaire to NSO respondents in the LAC region.
  - PARIS21 has offered, once the questionnaire will be ready, to prepare an online version of this questionnaire and to collate the responses for the working group's consideration.

### **2. Case studies of selected Praia Group NSOs**

- A working group should lead a case study based examination of all national governance statistics being produced focused on the governance data landscape and the relations between different ministries or institutions around governance statistics.
- This activity is to look at not only the production of governance statistics but the eco-system around governance statistics. This will serve as an important input for the handbook.

3. Mapping (in parallel with the case studies) of governance data being produced by non-NSOs, such as CSOs, UN agencies, regional organizations and multilateral organizations, to complement the focus on what NSOs are producing, given that a lot of governance data is being produced by non-NSOs.
  - a. OHCHR is already producing a bi-annual report on the activities and programmes of the UN system contributing to the role of good governance in the promotion and protection of human rights.
  - b. OHCHR could contribute to the mapping and description of key international standards of governance, human rights, peace and security, and corruption

Table 2 shows the detailed tasks and timeframe of the activity I.

**Table 2. Work plan for Activity I – Mapping Concept and Measurement of Governance**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>1</b>	<b>Mapping Concept/Measurement of Governance</b>												
1.1	Organize working group for Activity I												
	- Reach out to OECD and NSOs of Mexico, Philippines, Turkey to invite to join												
	- Establish sub-working group to conduct desktop research (activity 1.8)												
	- Nominate regional champions/bodies for coordination of survey												
	- Discuss the desired outcomes of this activity and how to incorporate the outcome into handbook (refer to <a href="#">Activity IV</a> )												
	- Develop and agree on the conceptual framework of the governance <sup>1</sup>												
	- Confirm work plan and timeframe												
1.2	Develop/Simplify the European Survey												
	- Create online version of the questionnaire and upload it on PARIS21 website												
1.3	Create the list of NSOs to reach out (by regional champions) and make contact in advance												
1.4	Disseminate the link to the revised questionnaire to all NSO focal points (by regional champions)												
1.5	Collect responses to the questionnaire (by regional champions)												
1.6	Analysis of the result of the survey & select case study countries												
1.7	In-depth case study (2 countries in each region)												
1.8	Desktop research on governance data being produced by non-NSOs												
1.9	Compile all results of the Activity I												
1.10 (3a.2)	Extensive discussion on the results of the activity (jointly with working group for handbook structure)												
	- <b>The third Praia Group Meeting</b> to discuss results of Activity I, II and IV												
	- Make proposal on the content of the first draft of the handbook												
	- Transform the components into a handbook structure												

<sup>1</sup> For example, the scope and boundaries of the concept of governance, key dimensions of the governance and detailed aspects that the Praia Group wants to cover.

## ACTIVITY II. A MAPPING OF THE DEMAND FOR GOVERNANCE STATISTICS BY VARIOUS USER CONSTITUENCIES, SUCH AS POLICYMAKERS, PARLIAMENTARIANS, NATIONAL HUMAN RIGHTS COMMISSIONS, NATIONAL ANTI-CORRUPTION COMMISSIONS, NATIONAL SECURITY SYSTEMS, CIVIL SOCIETY ORGANIZATIONS, RESEARCH INSTITUTIONS, CITIZENS AND INTERNATIONAL AND REGIONAL BODIES CONCERNED WITH GOVERNANCE

The aim of governance is to deliver solutions to people's problems. In that sense, on the one hand, it is a universal concept and demand for better governance statistics thus could come from anywhere. On the other hand, however, as acknowledged at the first meeting of the Praia Group, states at different stages of development (fragile States, countries in transition or development and stable countries) will approach governance differently. Therefore, demand for governance statistics will come from different constituencies in different contexts with respect to different national policy space.

Besides the mapping of what already exists (Activity I), we need to know the new needs from the (potential) users. At the second meeting, potential users of governance statistics and potential information needs from each user were discussed (Table 3).

However, the method of mapping or ways to engage with different sources of users—consultation, survey or other method—should be confirmed. There is a need to break down different groups of potential users and find the most effective way to understand their needs.

**Table 3. Potential users of governance statistics and information needs**

<i>Stakeholder/Users</i>	<i>Process description</i>	<i>Potential Information Needs</i>
<i>Citizens</i>	Focus groups/experts	Services, accountability, transparency and voice, inclusiveness.
<i>Business organizations (private sector)</i>	Consult in order to maximize economic and social progress	Statistics on crime, homicide and rate of victimization; Management aspect of the criminal justice which is the central function of government to organize law enforcement to protect citizens from crime such as criminal justice, law and order; Business environment, corruption, management of natural resources, maintenance of infrastructure, financial flows, education and service delivery systems, institutional capacity, bribery.
<i>National Policymakers, National Development plans and strategies</i>	Review of existing plans and strategies, survey to get the necessary information at a high level	Monitoring of essential state functions. Service delivery and perceptions on quality of service delivery.



<i>Researchers, research institutions</i>	Consult with them about Governance dimensions, methodologies and best practices	Agency specific/all dimensions. Access to micro-data once available.
<i>Development partners, UN agency, Int'l and regional bodies</i>	Identify all of them; Participation in the whole process will contribute towards understanding their needs	SDGs; Project specific needs in line with mandate; Convention specific reporting requirements.
<i>Civil Society organizations</i>	Meeting at national level with group discussions	Need specific information related to their work
<i>National commissions in relation to Governance (anti- corruption, ombudsman, Human Rights)</i>	Consultation Prioritize dimensions and indicators within each dimension	Corruption, inclusiveness, service delivery, accountability, transparency and voice, inclusiveness, protection of human rights
<i>National Security systems (Police/army etc.)</i>	Consultation	Crime, criminal justice, law and order, transparency and participation
<i>Media</i>	Make information more user friendly	All dimensions

In terms of the scope of work, it was agreed to include, but not be limited to, violence and perceptions of peaceful societies, quality of democracy, corruption, institutional capacity, child protection, justice, women's participation and empowerment, illicit financial flows and human rights.

As a part of consultation during the mapping processes, it was discussed at the second meeting that we could empower working groups on governance statistics at national level. **In this sense, the INE-CV will hold two meetings with local stakeholders including the university (May 2017) and research institutions (November 2017) in Praia, Cabo Verde. It will also complete 2012 and 2016 Governance, Peace and Security (GPS) report by March and October 2017, respectively, so that the results of the report could be reflected into the outcome of the activity as well as the contents of the handbook.**

In addition, the best way to gather as well as to use the results of the consultation for the handbook should be considered. We could produce a report, a support paper or whatever forms to be useful for the handbook as a building block to feed into the chapter of the handbook.

The first mapping of demand will be conducted in 2017 and a second is planned for 2019 with the aim of aligning the handbook with rising demand and ensuring that new concerns and apprehensions are addressed in the methodology to be developed. Detailed work plan for Activity II is set out in Table 4.

**Table 4. Work plan for Activity II – Mapping of demand of governance statistics**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>2</b>	<b>Mapping demand of Governance</b>												
2.1	Organize working group for Activity II												
	- Establish sub-working groups by users (or themes <sup>2</sup> )												
	- Define mapping methodology (consultation, survey or other)												
	- Discuss the desired outcomes, form of its final product, and how to incorporate the outcome into handbook (refer to <a href="#">Activity IV</a> )												
	- Confirm work plan and timeframe												
2.2	Contact potential users												
	- Prepare a list of users including contact information of focal points												
	- Confirm method of collecting demands with potential users												
2.3	Collect demands for governance statistics												
(3a.1)	- i.e. (two-day) meetings with university and research institutions respectively in Praia (by INE-CV)												
	- i.e. complete GPS report (by INE-CV)												
2.4	Analyze the compiled results												
2.5	Extensive discussion on the results of the activity (jointly with working group for handbook structure, <a href="#">Activity IV</a> )												
(3a.2)	- <b>The third Praia Group Meeting</b> to discuss results of Activity I, II and IV												
	- Plan for 2019 mapping activity												
	- Make proposal on the content of the first draft of the handbook												
	- Transform the components into a handbook structure												

<sup>2</sup> it is necessary to clarify whether the term “themes” is the same as dimensions of governance.

### **ACTIVITY III. EXPERT CONSULTATIONS ON THE VARIOUS CONSTITUTIVE DIMENSIONS OF GOVERNANCE STATISTICS AND USER CONSULTATIONS WITH MINISTRIES OR OTHER ENTITIES RESPONSIBLE FOR THE GOVERNANCE AGENDA AT THE NATIONAL, REGIONAL AND INTERNATIONAL LEVELS.**

Consultations will be conducted in selected countries, bringing together different stakeholders (statisticians, policymakers, human rights experts and civil society) to discuss concepts, statistical methodologies and policy uses.

As discussed at the second meeting, consultations could be convened at national, regional and international levels. (a) At the national level, stakeholders, both producers and users of governance statistics, should be invited. They include key actors within the national statistical system, government agencies, and non-NSO experts on governance, including academia and civil society involved in governance data production and use (i.e. human rights groups). Countries' specific strategic partners (i.e. The Philippines partners with university and Tunisia with President Office) could also be invited to consultation. (b) Consultation at regional level could be convened by (voluntary or nominated) regional champions/bodies. (c) The Praia Group could have one global level meeting that brings all members together to discuss the handbook.

While consultations could be held in the process of mapping activities as occasion demands (Table 5), consultations for the handbook will be conducted once the (first) draft of the handbook is available and before it is finalized. Timeframe and theme of consultations will be discussed and confirmed in each working group. All consultations should have a repertoire to take minutes which should be shared with all members.

Since NSOs should be the main focus of the mapping as well as the subject and the main target of the handbook, NSOs of Praia Group members should take lead on the coordination of the consultation process.

Considering the budget constraints, existing consultation platforms or annual events could be used for the venue of the expert consultations (see Table 6). In this sense, it is required to develop a mechanism, such as shared calendar or virtual platform, to share upcoming events ([Activity VI](#)). A number of Praia Group members volunteer for providing venues for expert consultations:

- *Open Society Foundation* could convene something around the theme of rule of law and access to justice;
- *Transparency International* has an annual international conference on corruption bringing together practitioners, national chapters, academia, etc.;
- *OHCHR* could publicize the work of the Praia Group during the 34<sup>th</sup> session of the Human Rights Council (inter-governmental body of 47 States) on March 2017.

**Table 5. Work plan for Activity III – Expert consultation on mapping activities**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>3a</b>	<b>Expert consultation on mapping activities</b>												
3a.1	National/regional consultations on demands (Activity 2.3, if need be)												
3a.2	Extensive discussion on the results of Activity I & II (jointly with working group for handbook structure, <a href="#">Activity IV</a> )												
	- <b>The third Praia Group Meeting</b> to discuss results of Activity I, II and IV												
	- Consultation on the results of activity I/II												
	- Consultation to discuss how to incorporate outcomes to handbook												

**Table 6. Upcoming regional and international events in 2017**

Time and Place	Theme	Organization	Link/Note
<b>15-18 January</b> <b>Cape Town, South Africa</b>	UN World Data Forum	Statistics South Africa with support of the UN Statistical Division	<a href="http://undataforum.org/">http://undataforum.org/</a>
<b>19-20 January</b> <b>Cape Town, South Africa</b>	Workshop on Translating Global and Regional Initiative on Data and Statistics	UN Economic Commission for Africa	
<b>24 January, New York</b>	Informal meeting of UNGA on the Sustaining Peace Agenda	Office of the President of the General Assembly	Email: <a href="mailto:daniel.thomas@un.org">daniel.thomas@un.org</a> <a href="http://www.un.org/pga/71/2016/11/08/sdg-implementation-strategy/">http://www.un.org/pga/71/2016/11/08/sdg-implementation-strategy/</a>
<b>12-14 February, Dubai</b>	World Government Summit 2017		<a href="http://sdg.iisd.org/events/world-government-summit-2017/">http://sdg.iisd.org/events/world-government-summit-2017/</a>
<b>7-10 March</b> <b>UN Headquarter, New York</b>	UN Statistical Commission 48th Session	UN Statistical Commission	<a href="http://unstats.un.org/unsd/statcom/48th-session/documents/">http://unstats.un.org/unsd/statcom/48th-session/documents/</a>
<b>28-31 March</b> <b>Ottawa, Canada</b>	5th Meeting of the IAEG-SDGs	UN Economic Commission	
<b>24-28 April 2017</b> <b>UN Headquarter, New York</b>	16th Session of UN Committee of Experts on Public Administration (CEPA)	UN Division for Public Administration and Development Management (DPADM)	<a href="https://publicadministration.un.org/en/CEPA/session16">https://publicadministration.un.org/en/CEPA/session16</a>
<b>April 2017 (dates TBC)</b>	Corruption Statistics Manuel	UNODC and INEGI Mexico	

## **Austria**

<b>3-4 May Stockholm, Sweden</b>	Stockholm Forum on Peace and Development	Stockholm International Peace Research Institute (SIPRI) and Swedish Ministry for Foreign Affairs	<a href="https://www.sipri.org/news">https://www.sipri.org/news</a> The Forum has a session on SDG 16.
<b>16-21 July 2017 Marrakech, Morocco</b>	Peace, Justice and Strong Institutions: Measuring SDG16	61st ISI World Statistics Congress (WSC)	<a href="http://www.isi2017.org/">http://www.isi2017.org/</a>
<b>Spring and Fall (dates TBC)</b>	Global Alliance for Reporting Progress on Promoting Peaceful, Just and Inclusive Societies		Information about previous meeting: <a href="http://sdg.iisd.org/events/peaceful-just-and-inclusive-societies-for-sustainable-development/">http://sdg.iisd.org/events/peaceful-just-and-inclusive-societies-for-sustainable-development/</a>

## ACTIVITY IV. HANDBOOK OUTLINE AND CONTENT

The principal output of the Praia Group through to 2020 is to produce “a handbook on governance statistics for national statistical offices, which will cover the conceptualization, measurement methodology and dissemination of governance statistics”. The handbook should be a reference framework for the production of governance statistics.

At the second meeting, it was highlighted that the handbook should delimit the concept of governance, such as its dimensions, sub-dimensions and statistical subjects; contribute to the needs assessment in terms of data, available sources and the need for data; guide data collection processes and databases; and support the organization and coordination of governance statistics.

In order to make sure that all relevant elements are well reflected into the handbook and to facilitate the development of handbook, the working group for handbook outline focusing on structure will be established. The working group should work closely with other working groups for [Activity I](#) & [II](#), and consider the draft handbook structure (Box 1) presented by the Secretariat and the results of the discussion on the handbook structure at the second meeting.

### **Box 1. Draft handbook structure**

In terms of processes, the Praia Group envisages three phases in its work:

- Phase 1. Preparation of the first draft of the handbook (by Oct. 2018)
- Phase 2. Consultation on the draft handbook (Oct. 2018 – Sept. 2019)
- Phase 3. Review in light of consultations (Oct. 2018 – Mar. 2020)

The handbook will focus on the following three aspects:

- I. Concept, dimensions and operational definitions of governance
- II. Statistical Methodologies and Data Sources
- III. Examples of Users in Terms of Policy

Draft structure

1. Mapping initiatives in governance statistics
  - a. What is governance
  - b. Mapping and description of key international standards of governance, human rights, peace and security, and corruption
2. Framework for governance statistics: concept and structure
  - a. Conceptual framework: main dimensions of subject of measurement
  - b. Definition of governance statistics
  - c. Delineating the scope of governance statistics
3. Presentation of governance statistics: Characteristics and challenges
  - a. Objective, scope and main users of governance statistics
  - b. Information, data, statistics and indicators in governance
  - c. Data sources
  - d. Classifications and other nomenclatures relevant to governance statistics
  - e. Institutional dimension of governance statistics
4. Dimension of governance and the core set of governance statistics
  - a. A list of (non-exhaustive) statistics that can be used to measure governance
  - b. Each dimension, sub-dimensions, subject, indicator associated with each topic
  - c. Definition

- d. Core list of indicators with metadata as well as flexibility to develop contextually specific indicators
- 5. Operationalization
  - a. Challenges in collecting data on governance
  - b. Guidance on operationalization at the country level
  - c. Data quality
  - d. Confidentiality
  - e. Comparability of data
  - f. Dissemination and interpretation of results, tabulation plan, access to microdata/open data, capacity building, computer tools, coordination of national statistical systems
- 6. Guidance on cross-cutting issue of data disaggregation
  - a. Inclusive data collection system
  - b. Disaggregation and taking into account populations that are vulnerable, marginalized and at risk of discriminated
- 7. Information on good practices (in box)

**Table 7. Work plan for Activity IV – Handbook outline and content**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>4</b>	<b>Handbook Structure</b>												
4.1	Organize working group for development of the handbook structure												
	- Follow-up on the discussion at the second meeting												
	- Reflect the discussion on the desired outcomes of Activity I & II (activity no. 1.1 & 2.1) into draft handbook structure												
	- Draft the handbook structure												
	- Establish sub-working groups by chapters or themes (i.e. methodology, data disaggregation, etc.)												
	- Confirm work plan												
4.2	Develop detailed outline of each chapter												
4.3	Extensive discussion on the results of the <a href="#">Activity I</a> & <a href="#">II</a> (jointly with working groups for mapping activities)												
(3a.2)	- <b>The third Praia Group Meeting</b> to discuss results of Activity I, II and IV												
	- Transform the components into a handbook structure												
	- Finalize the handbook structure												
4.4	Preparation of the first draft of the handbook												



## **ACTIVITY V. SUPPORT BY THE PRAIA GROUP TO GOAL 16 OF THE SUSTAINABLE DEVELOPMENT GOALS**

The Sustainable Development Goals and targets were adopted by the General Assembly at its seventieth session. The indicators framework is the responsibility of the IAEG-SDGs. The proposal includes indicators on governance and, although several indicators are based on sound methodologies, some need further discussion (for example, conflict-related deaths per 100,000 people). This set of indicators will be the Praia Group's first priority for methodological and technical discussions. The second priority is to develop complementary indicators that could be used at the regional and national levels. These indicators will assist countries to identify gaps and orient policies. A specific technical document addressing each approved global indicator for Goal 16 will be elaborated.

The Praia Group stands ready to assist the IAEG-SDGs regarding governance indicators for the Goals. In this regard, the Group set up working groups for each SDG16 Tier III indicator<sup>3</sup> (modified Tier III indicators in Table 8) to respond to requests from the IAEG for information, methodology and technical guidance or other relevant concerns and needs. Chairs of working groups for each Tier III indicator include OHCHR (16.1.2, 16.10.1, 16.b.1), UNODC (16.5.1) and UNDP (16.6.2, 16.7.1, 16.7.2).

In accordance with the work plan<sup>4</sup> and timeframe (incorporated into Table 9) agreed at the 4th IAEG-SDG meeting, chair of each working group should facilitate discussion promptly in order to produce work plan and metadata sheet that should be submitted to the IAEG-SDGs. The Praia Group Secretariat updated contact list of working groups and will share the list with members without delay.

The Praia Group will rely on existing groups that bring together governance experts, development practitioners, statisticians, UN agencies and civil society. Such groups include the Virtual Network on Indicators for Sustainable Development Goal 16 (coordinated by UNDP) and the Transparency, Accountability and Participation Network.

\* All SDG working groups should follow up on their activities with the Secretariat

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<sup>3</sup> Indicator for which there are no established methodology and standards or methodology/standards are being developed/tested.

<sup>4</sup> See the updated work plans of the IAEG-SDGs for Tier III indicators:  
<http://unstats.un.org/sdgs/files/meetings/iaeg-sdgs-meeting-04/Tier%20III%20Work%20Plans%2011.11.2016.pdf>

**Table 8. SDG 16 Tier III classification (modified as of 10 November 2016)<sup>5</sup>**

<b>Target</b>	<b>Indicator</b>	<b>Initial Proposed Tier (by Secretariat)</b>	<b>Possible Custodian Agency(ies)</b>	<b>Other Involved Agencies</b>	<b>Updated Tier Classification (by IAEG-SDG Members)</b>	<b>Explanation for Change in Tier (if applicable)</b>
16.1 Significantly reduce all forms of violence and related death rates everywhere	16.1.2 Conflict related deaths per 100,000 population by sex, age and cause	Tier II/III	OCHCR	UNMAS, DESA-Pop Division	Tier III	There is no established methodology.
16.2 End abuse, exploitation, trafficking and all forms of violence against and torture of children	16.2.1 Proportion of children aged 1-17 years who experience any physical punishment and/or psychological aggression by caregivers in the past month	Tier I	UNICEF		Tier III	There is no international standard for this indicator.
16.4 By 2030, significantly reduce illicit financial and arms flows, strengthen the recovery and return of stolen assets and combat all forms of organized crime	16.4.1 Total value of inward and outward illicit financial flows (in current United States dollars)	Tier III	UNODC		Tier III	
16.6 Develop effective, accountable and transparent institutions at all levels	16.6.2 Proportion of the population satisfied with their last experience of public services	Tier III	UNDP		Tier III	
16.7 Ensure responsive, inclusive, participatory and representative decision-making at all levels	16.7.1 Proportions of positions (by sex, age, persons with disabilities and population groups) in public institutions (national and local legislatures, public service, and judiciary) compared to national distributions	Tier III	UNDP	UN-Women	Tier III	

<sup>5</sup> See the updated tier classification of the SDG indicators revised by the Inter-agency and Expert Group on SDG Indicators (IAEG-SDGs): <http://unstats.un.org/sdgs/files/meetings/iaeg-sdgs-meeting-04/Updated%20Tier%20Classification%20of%20SDG%20Indicators%2010-11-16.pdf>

	16.7.2 Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group	Tier III	UNDP		Tier III	
16.10 Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements	16.10.1 Number of verified cases of killing, kidnapping, enforced disappearance, arbitrary detention and torture of journalists, associated media personnel, trade unionists and human rights advocates in the previous 12 months	Tier III	OCHCR	ILO, UNESCO	Tier III	
16.b Promote and enforce non-discriminatory laws and policies for sustainable development	16.b.1 Proportion of population reporting having personally felt discriminated against or harassed in the previous 12 months on the basis of a ground of discrimination prohibited under international human rights law	Tier III	OHCHR		Tier III (Repeat of 10.3.1)	

**Table 9. Work plan for Activity V – Support by the Praia Group to goal 16 of the SDGs**

No.	Activities	2016		2017											
		11	12	1	2	3	4	5	6	7	8	9	10	11	12
Nov. 2016 ~ Mar. 2017	Finalization of the indicator refinements and preparation of the report to the Statistical Commission														
	Further development of work plans for Tier III indicators and preparation of a background document to the Statistical Commission														
	Harmonization of categories for data disaggregation for the global indicators														
	Review of work plan of Tier III indicators for possible re-classification to be discussed at the 5 <sup>th</sup> IAEG-SDG meeting														
Mar. 2017 ~ Mar. 2018	Regularly update the work plans for Tier III indicators based on inputs received from custodian agencies														
	Review indicators for tier reclassification when needed														
	Initiate the consultation on possible additional indicators, review inputs and finalize a list of proposed additional indicators to present to the 49th session of the UNSC in March 2018														
	Joint working group of the IAEG-SDGs and the HLG will review the data availability for Tier I and Tier II indicators and make recommendations for increasing data coverage of Tier II indicators														
	Harmonize the categories for data disaggregation and review the indicators based on the data disaggregation categories														
	Continue the work of the three working groups on SDMX, Geo-spatial information and interlinkages														
	Two physical meetings, the first in March 2017 and the second in the fall of 2017, at dates to be determined, and continue to interact electronically and via teleconferences, as needed.														
<b>5</b>	<b>Praia Group SDG16 working group work plan</b>														
5.1	Share the updated contact list of working groups with members														
5.2	Create virtual platform to proceed with working group discussion														
5.3	Hold meeting by chair of each working group														
	- Follow up on the 4th meeting of the IAEG-SDGs and confirm work plan														
5.4	Development of the draft work plans for Tier III indicators														
5.5	Development of the draft metadata sheet														
5.6	Hold expert consultations to get feedback on work plans and metadata sheets														
	- STHLM Forum session on SDG 16 indicators could be a possible venue														

## ACTIVITY VI. PROMOTION OF THE PRAIA GROUP AND ITS PRODUCTS, AND FACILITATE COMMUNICATIONS AMONG PRAIA GROUP MEMBERS

In order to raise awareness of the importance of governance statistics as well as the role of the Praia Group in developing guidance of governance statistics, the Secretariat will undertake a series of promotional activities. The Group operates a five-year period, from 2015 to 2020, after which time a review would be carried out to assess whether the group is still needed. From the longer-term perspective, in terms of sustainability of the Praia Group, it is essential to make the Group more visible on the national, regional and international stages and to disseminate its products including the handbook.

In this regard, the Secretariat will publish a brochure containing a brief introduction and history of the Praia Group, a summary of its road map, and work plan with timeline. This will be in the form of both electronic file which can be downloaded online as a pdf file and hard copy which can be carried in quantity and handed out at various occasions including conferences and casual meetings. The brochure will be distributed to Praia Group members. It can also be translated into different languages, such as Portuguese and French, for domestic demand, if need be.

Since the INE-CV launched its new website and created page for the Praia Group, the Secretariat will develop its web page further to provide all information and monitor the progress of Praia Group's activities. It will rely on INE-CV's in-house expertise of the IT team. Detailed feature of the website will be discussed and confirmed at the upcoming Steering Committee meeting. Development of the website is expected to promote a better understanding among national and/or international actors on the Praia Group as well as to enable collaborative work by allowing members to access all relevant information and share governance expertise.

Dropbox for all members will also be created to be served as a virtual platform for working groups.

**Table 10. Work plan for Activity VI – Promote the Praia Group**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>6</b>	<b>Promote the Praia Group</b>												
6.1	Publish the brochure												
	- Develop its contents and design												
	- Share the draft with members, collect feedback and revise it accordingly												
	- Confirm the final version and ready to publish in hard copy												
	- Upload the brochure online and send hard copies to members												
6.2	Develop the website												
	- Discuss the feature of the website												
	- Develop the pilot website												
	- Develop the full version of website												
	- Maintenance of the website												
6.3	Create Dropbox												

## ACTIVITY VII. ADMINISTRATIONAL SUPPORT FOR THE PRAIA GROUP

It is important for the Praia Group Secretariat to have human resources to continue its mandate until 2020. In this regards, it needs to be considered about longer-term support for the recruitment of national or international consultant for the Secretariat.

In addition, the Secretariat suggests that two international experts who have experience in governance statistics need to be seconded to the Praia Group Secretariat for 3 months each year in order to collaborate work on developing handbook outline and content. This could be discussed during the next Steering Committee meeting.

**Table 11. Work Plan Activity VII – Administrative Support for the Praia Group**

No.	Activities	2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>7</b>	<b>Administrational Support</b>												
7.1	National/International Consultant												
	- Develop ToR												
	- Post a job opening												
7.2	Secondment												
	- Develop ToR												

## ANNEX I. PRAIA GROUP BUDGET 2017

Praia Group Detailed Budget		
Implementation Period	1 Jan 2017 - 31 Dec 2017	Total Budget
Currency	USD	\$77,039

	Description	Proposed Budget			
		No. of Units	Units	Unit Cost in US \$	Amount in US \$
<b>Activity II</b>	<i>Collect demands for governance statistics-national &amp; International meetings in Praia-two 2-day events</i>				
(activity 2.3)	- Venue	4	days	\$160	\$640
	- Coffee break/catering	50	ppl	\$30	\$1,500
	- Publication (program, etc.)	200	copies	\$1	\$200
	- Equipment (microphone, beam projector, etc.)	4	days	\$500	\$2,000
	- Translator	1	event	\$3,500	\$3,500
	<b>Subtotal</b>				<b>\$7,840</b>
<b>Activity III</b>	<i>Third Praia Group Meeting (Date and Place TBC)</i>				
(activity 3a.2)	- Venue	3	days	\$200	\$600
	- Coffee break/catering	60	ppl	\$50	\$3,000
	- Publication (program, etc.)	200	copies	\$1	\$200
	- Equipment (microphone, beam projector, etc.)	3	days	\$600	\$1,800
	<b>Subtotal</b>				<b>\$5,600</b>
<b>Activity VI</b>	<i>Praia Group brochure publishing</i>				
(Activity 6.1)	- Editorial	20	days	\$35	\$700
	- Brochure publishing	2,000	copies	\$1	\$2,000
	- Postage costs	100	institutions	\$1	\$100
(Activity 6.2)	<i>Website development</i>				
	- Develop the pilot website/virtual platform	20	days	\$55	\$1,100
	- Develop the full version of website	20	days	\$55	\$1,100
	- Maintenance of the website				\$0
	<b>Subtotal</b>				<b>\$5,000</b>
<b>Travel-Secretariat</b>	<i>Trip to New York (48th session of the UNSC)</i>				
	- Air travel	3	ppl	\$1,500	\$4,500
	- Transfer	3	ppl	\$50	\$150
	- Local travel	15	multiple	\$20	\$300
	- Hotel	15	nights	\$200	\$3,000
	- Per Diem	15	nights	\$50	\$750
	- Misc. (Visa)	3	ppl	\$160	\$480
	<i>Trip to Ottawa, Canada (5th meeting of the IAEG-SDGs)</i>				
	- Air travel	1	ppl	\$1,500	\$1,500
	- Transfer	1	ppl	\$50	\$50
	- Local travel	5	multiple	\$20	\$100
	- Hotel	5	nights	\$130	\$650

	- Per Diem	5	nights	\$50	\$250
	- Misc. (Visa)	1	ppl	\$100	\$100
(Activity 3a.2)	<i>Expert Consultation on the results of the activity I&amp;II and handbook structure</i>				
	- Air travel	2	trip	\$1,300	\$2,600
	- Transfer	2	trip	\$50	\$100
	- Local travel	2	multiple	\$20	\$40
	- Hotel	10	nights	\$150	\$1,500
	- Per Diem	10	nights	\$50	\$500
(others)	<i>Possible expert consultations and other international meetings</i>				
	- Air travel	6	trip	\$1,500	\$9,000
	- Transfer	6	trip	\$50	\$300
	- Local travel	18	multiple	\$20	\$360
	- Hotel	24	nights	\$150	\$3,600
	- Per Diem	24	nights	\$50	\$1,200
	<b>Subtotal</b>				<b>\$31,030</b>
<b>Equipment</b>	Computer	5	ea.	\$1,600	\$8,000
	Tablet	5	ea.	\$300	\$1,500
	Table/chair	5	ea.	\$170	\$850
	(Multifunction) Printer	1	ea.	\$3,000	\$3,000
	<b>Subtotal</b>				<b>\$14,219</b>
<b>Operating Costs</b>	Video projector	1	ea.	\$1,000	\$1,000
	Electric screen	1	ea.	\$750	\$750
	Dropbox	1	package	\$12,000	\$12,000
	WebEx	1	year	\$199	\$199
	- Charge per meeting participant	30	participants	\$9	\$258
	<b>Subtotal</b>				<b>\$14,219</b>
<b>Human Resources</b>	National Consultant for Secretariat		months		\$0
	Secondment		months		\$0
	<b>Subtotal</b>				<b>\$0</b>

<b>GRAND TOTAL</b>	<b>\$77,039</b>
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## ANNEX II. FOLLOW-UP TO THE STEERING COMMITTEE MEETING AT THE SECOND MEETING OF THE PRAIA GROUP

Follow up on the Steering Committee Meeting (6 July 2016)																										
No.	Activities	2016								2017																Responsibility/Notes
		November				December				January				February				March				April				
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
1	Update the list of the Praia Group Member (including the list of SDG16 working groups)																									Secretariat, Steering Committee <sup>6</sup>
2	Strengthen the Secretariat																									Secretariat/Carlos Mendes is the new Technical Coordinator of the Praia Group Secretariat. <sup>7</sup>
3	Recruitment of the International Consultant for the Secretariat																									Secretariat, UNDP
4	Secondment <sup>8</sup> dialogue of other NSOs																									Secretariat
5	Steering Committee meeting every 6 weeks starting August																	9								Secretariat/The Secretariat was not able to convene meeting scheduled in August because the INE-CV has been in transition.
6	Next Praia Group Meeting																									Secretariat/Possible agenda for the next Steering Committee meeting
7	Develop the Praia Group Work Plan with budget																									Secretariat
8	Draft and share the Meeting Report																									Secretariat
9	Reach out to CSOs for new membership: Global Data Alliance and SDG 16 Initiative																									Steering Committee
10	Fundraising																									UNDP, PARIS21, OHCHR and AfDB

<sup>6</sup> Since Saferword stepped down from the Steering Committee, new membership of the Committee needs to be discussed.

<sup>7</sup> Support team for the Praia Group consists of three INE-CV statisticians: Mr. Clodomir Pereira, Mr. João de Pina Mendes and Mr. Fernando Rocha.

<sup>8</sup> Transfer of an employee from one of the NSOs of Praia Group member to the INE Cabo Verde.

<sup>9</sup> Steering Committee meeting will be held on 9 March after the Praia Group Side Event at the 48th session of the UNSC (7-10 March, New York).