

ANNEXURE-I

ASPECTS OF THE BRAZILIAN NATIONAL STATISTICAL SYSTEM

1. ORGANIZATIONAL STRUCTURE OF THE IBGE

The Brazilian Institute of Geography and Statistics (IBGE) is ruled according to the Law n. ° 5.878, of May 11th, 1973, and the Statute - Decree n. ° 3.740, of June 13th, 2003. It is linked to the Ministry of Planning, with the role of coordinating the Brazilian Statistical System and being the main producer of official statistics in Brazil.

The Brazilian official statistics are being produced by IBGE, Central Bank, ministries and statistical state agencies. IBGE is the official statistics office responsible for the production, analysis and dissemination of statistical information (demographic, economic and social), as well as geographical, cartographic and geodetic information and those related to natural resources and environment.

IBGE besides its functions in the Statistical System is also the main producer of geo scientific information and has the role of coordinating the National Cartographic System. One of the main projects of the production of geo scientific information is the construction of the National Spatial Data Infrastructure - INDE. The purpose of the INDE is to catalog, to integrate and harmonize geospatial data from the Brazilian government institutions, producers and sponsors of this kind of data, so that these data can be easily located, accessed and used for several uses and for any user who has Internet access.

IBGE is responsible for the construction, provision and operation of the Brazilian Geospatial Data Site - SIG Brazil, as well as for the management of the Brazilian Directorate of Geospatial Data - DBDG. It is also responsible to prepare the proposals for obtaining the necessary resources for the implementation and maintenance of INDE.

The programs carried out by IBGE are fundamental for both the government and the society. Several public policy actions, nationwide, are based on the information produced by IBGE on the Brazilian reality.

In order to produce statistical and geo scientific information, IBGE is present countrywide, with units at headquarters, in Rio de Janeiro, and in state and municipal levels, with the following composition: Collegiate bodies of senior direction: Technical Council, Board of Trustees, Board of Directors; Channels of direct and immediate assistance to the President: Cabinet, Attorney General; Sectional bodies: Internal Audit, Executive Board; Specific individual organs: Directorate of Surveys, Directorate of Geosciences, Directorate of Informatics, Center for Documentation and Information Dissemination, National School of Statistical Sciences; 27 State Units (26 states and the Federal District), with 572 agencies to collect and disseminate data.

The production of statistics and geo scientific information is carried out by the Directorate of Geosciences and the Directorate of Surveys.

These departments are supported by the Directorate of Informatics, which ensures the infrastructure of computer hardware and software and data communication. The Center for Documentation and Information Dissemination is in charge of the dissemination policy for the results of all surveys carried out by the institution, publicizing them online, including micro data, free of charge.

The Executive Board is accountable for planning, budget and overall coordination of IBGE's work.

The Directorate of Surveys is responsible for the production of social, economic and demographic statistics as well as for the production of synthesis to the System of National Accounts and to Social Indicators. It is also responsible for coordinating the National Statistical System, systematically calling meetings with users and other producers of statistical information.

The Directorate of Geosciences is responsible for the production of geographical, geodetic and cartographic information, as well as those related to environmental and natural resources. It also coordinates the Fundamental Geodetic and Basic Cartography plans.

IBGE maintains the National School of Statistical Sciences, which offers the following courses: BA in Statistics, Post-graduate Diploma in Environmental Analysis and Land Management, Masters in Population Studies and Social Research and training programs for IBGE technicians.

The units of IBGE at headquarters are responsible for the design of surveys, analysis of results and coordination of the teams working at the national level.

The units of IBGE located throughout the national territory are responsible for the collection, review and submission of primary statistical data to headquarters. These units also conduct field activities related to geodesy and cartography.

2. WORK PROGRAM FOR THE PRODUCTION OF STATISTICS

IBGE has updated its Strategic Plan in order to set goals and targets for the future years. Thus, the Strategic Plan is the main instrument of governance of the institution.

The program of work and its schedule are discussed by all technical and infrastructure areas before being consolidated into IBGE's Strategic Plan. This is submitted to the Planning Board, composed by IBGE's President and directors, which evaluates and approves it.

IBGE's Strategic Plan subsidizes the preparation of the Federal Government Multi-Year Plan (PPA, in Portuguese) for the same period. The PPA covers all areas of government and describes the main objectives and goals for various organizations and ministries.

The institutional goals to be met in a semester have been set at the beginning of each semester. Institutional goals encompass the full range of publications planned for the period. These goals are approved by the Board and broadly disseminated, both internally and on the Internet. They are an item in the objective evaluation of the institution's performance in accomplishing its mission.

IBGE's work program is presented to the various Advisory Committees, which are composed of renowned members in the area, who discuss methodological issues and assist in setting priorities.

The experience of the committee's members contributes to making IBGE aware of the demands of users and helps to increase the institution's credibility.

The Advisory Committees cover the following areas: Population Census; Agriculture Census; National Index of Consumer Prices; Mortality Statistics; Planning, Control and Evaluation of Agricultural Statistics; Social Statistics; Brazilian Regional Accounts.

As the demands for information not included in the predetermined work program cannot be satisfied with the resources available, they are met through agreements with the concerned governmental entities, which fund additional surveys. Examples of additional surveys are those demanded by the Ministries of Health, Education and Social Development.

IBGE also cooperates with various ministries, such as the Ministry of Finance and the Central Bank for the preparation of National Accounts.

Annually, the Ministry of Labor provides IBGE with the Annual List of Social Information (RAIS), which consists of the set of administrative records used to update the Central Business Register (CEMPRE). This register is used to select the sample of enterprises for the Annual Economic Surveys, which has replaced the Economic Censuses since the 1990's.

To set their long term lines of work, IBGE holds regular meetings with producers and users of social, economic and territorial information. These meetings aim at preparing the revision and expansion of the General Plan of Statistical and Geographical Information (PGIEG), based on mobilization and consultation to producers and users of information, including governmental institutions, survey institutes, NGOs, scientific associations, as well as technicians and researchers interested in the production, dissemination and use of information.

This action resulted in the preparation of a diagnosis of the state of the art of production of information in the sphere of public services and the mapping of gaps, identifying opportunities for improvement and demands for new information.

The growing demand for socioeconomic and demographic information, as well as the inclusion of new issues, requires research in shorter time intervals.

One solution to fit the statistical offices to this new reality has been the adoption of models that address a systemic conception, with the production of integrated information sources and databases.

The Integrated System of Household Surveys (SIPD) will integrate the existing household surveys (National Sample Survey of Households – PNAD, Monthly Employment Survey – PME, Household Budget Survey – POF, Urban Informal Economy Survey – ECINF) and meet new demands.

Being a new project, with proposals of significant dimensions, planning SIPD requires intensive contact with users and producers of information. In this sense, the steps in the development of SIPD have been presented in seminars and conferences sponsored by IBGE.

The transparency of this process assures users the joint monitoring and evaluation of the paths taken in building this new project.

3. SOCIAL STATISTICS COMMITTEE

The Social Statistics Committee, which was established by Inter ministerial Decree No. 424, issued on December 6, 2007, is a forum for the discussion and evaluation of the demands of the Social Statistics System of the Country.

The following Ministries and Institutes are part of the Social Statistics Committee: Ministry of Social Development and the "Fight Against Hunger" Food Program; Ministry of Education; Ministry of Planning, Budget and Management; Ministry of Social Welfare; Ministry of Health; Ministry of Labor and Employment; Institute of Applied Economic Research – IPEA; National Institute of Educational Studies and Research Anísio Teixeira – INEP; and Brazilian Institute of Geography and Statistics – IBGE.

The Social Statistics Committee is composed of the Managerial Committee, which is responsible for setting guidelines for the work of the Committee, and the Executive Group, responsible for implementing such guidelines.

The work of the Social Statistics Committee has been following the guidelines below since 2009: Draw up the inventory of social statistics, especially the official ones, updating them regularly; Ensure and improve the comparability and accessibility of information; Encourage the adoption of concepts, classifications and methods for processing, storing and presenting official statistical information; Fill in information gaps and expand the integration of data sources; Organize the demand for information and coordinate their production and use; Regulate and facilitate access by various government agencies to existing databases, ensuring transparency, visibility and secrecy; Undertake actions in order to allow visibility to the work developed by the Committee; and Adopt the Fundamental Principles of Official Statistics.

The Executive Group has carried out intensive work, such as the identification of data bases of several agencies, the preparation for standardized procedures for the project Metadata Bank at IBGE.

One of the main goals of the Committee is to integrate the various databases of social information derived from surveys and administrative records, in order to promote the effective coordination and governance of the national statistical system.

4. Municipal Commissions on Geography and Statistics and State Census Commissions

IBGE invests in strengthening the principle of transparency, allowing society to know and follow the development of its activities.

In this context, IBGE has expanded the operation area of the old Municipal Census Committees, which used to be created to function only when censuses were being carried out.

Municipal Commissions on Geography and Statistics (CMGEs, in Portuguese) have been created, from the 2010 Brazilian Census, in order to broaden participation of local communities in the processes and dissemination of the studies, surveys and general maps developed by the institution.

The CMGEs include the participation of representatives from IBGE, as well as executive, legislative and judicial representatives of municipalities and representatives of other local civic organizations.

5. TECHNICAL COOPERATION

The following nationwide technical cooperation may be highlighted: Ministry of Health; Ministry of Cities; Ministry of Agrarian Development; Ministry of Aquaculture and Fishing; Special Secretariat of Policies for Women at the Presidency of the Republic; Ministry of Social Development and the "Fight Against Hunger" Food Program; Special Secretariat for Human Rights at the Presidency of the Republic; Ministry of Culture; National Justice Council (CNJ); Ministry of Cities.

With regard to international technical cooperation agreements, the following work may be highlighted: Cooperation between the EU and the MERCOSUR countries (Argentina, Brazil, Paraguay and Uruguay). The Cooperation Project in Statistics towards the integration of MERCOSUR and the strengthening of its national and regional institutions through the development, improvement, harmonization and integration of the production and dissemination of statistics; The Technical assistance from the Australian Bureau of Statistics (ABS) within the Project for the Review of the Production Process of Economic Statistics.

6. INTERACTION WITH THE INTERNATIONAL COMMUNITY

In recent years, IBGE has extended its participation in the international statistical community before the United Nations Statistics Division – UNSD, the Statistical Conference of the Americas – SCA, the Conference of European Statisticians – CES, the Organization for Economic Cooperation and Development – OECD, the World Tourism Organization – WTO, the International Labour Organization – ILO, the Community of Portuguese Speaking Countries – CPLP, BRICS, among others.

This participation has influenced the work program at IBGE, leading to the strengthening of the skills and capabilities of its staff, besides extending the international technical cooperation which IBGE is interested in.

7. COURSES AND CONFERENCES FOR THE PRESS AND GENERAL USERS

In recent years, IBGE has expanded the role of communication and the relationship with the press, as an alternative way of publicizing its work and building its image and credibility before the public.

In press conferences, the release is available for participants at the beginning of the event. At the same time, indicators and commentary on survey results are published at the IBGE's website.

Besides structural surveys, IBGE monthly publishes about ten conjuncture surveys. Thus, approximately 100 press conferences are held at IBGE a year.

The publication of the so-called conjuncture surveys is regulated by Decree 355, issued on November 5, 2007, and signed by the Ministry of Planning. According to the decree, survey results must be sent to government officials at 7 a.m., i.e., two hours in advance of public access to the data, which happens at 9 a.m.

As to access to information, IBGE releases, on its website, the list of state officials who have the precedence over the public, a fact that ensures the transparency of the procedure.

Qualifying journalists is essential to improve the reports they write on IBGE surveys. In recent years, the Coordination of Social Communication (CCS) has organized several courses for journalists. Courses on more complex information were held (e.g.: National accounts and Census), as well as training for the use of digital tools that allow quick access to statistical information.

8. ACCESS TO THE INTERNET AND OTHER ACCESSSES

IBGE provides several ways for accessing the information it produces, so that the public is better served: publications (books and periodicals) accompanied by CD-ROMs; free telephone consultation; a Central Library, located at the Center for Documentation and Information Dissemination in Rio de Janeiro; a connection with the Department of Documentation and Information Dissemination at the IBGE State Units, located in all Brazilian state capitals.

In recent years IBGE moved forward in terms of spreading information, for now electronic products and services are provided by the institution. Such products and services are the main media through which information is offered. Here is a list of them: IBGE's Automatic Recovery System (SIDRA), which allows users to construct their own tables and compare data; Multidimensional Statistics Bank (BME), specific files with information on population, cartography, geodesy, natural resources and environment; and free access to its website (<http://www.ibge.gov.br>).