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SUPPLEANTS DU CONSEIL DE L'ATLANTIQUE NORD

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DRAFT TERMS OF REFERENCE OF THE STATISTICAL
CO-ORDINATING AND SCREENING GROUP

I. In accordance with the recommendations of the Joint Working Group of the Council Deputies (Summary Record AC/8-R/6(Final), and the approved functions of the Central Statistics Office of NATO (D-D(51)67, D-D(51)47(Final) and D-D(51)187), a Statistical Co-ordinating and Screening Group shall be formed with the following terms of reference:

Aims:

II. The aims of the Group shall be:

- (a) to provide a suitable means of collaboration among the several NATO agencies, for the purpose of satisfying each agency's needs for statistical information, with proper consideration of all relevant substantive and technical factors.
- (b) to limit the number of separate requests made upon member countries to those which can clearly be justified in terms of need, and to prevent duplication and overlapping of requests issued by NATO agencies.

Thus the Group would establish a framework for the review and coordination of periodical questionnaires designed to obtain basic information on the position and progress of NATO activities in the military, production, economic and financial fields and would make recommendations concerning the assignment of responsibility for such questionnaires among the various NATO agencies, on the basis of the chief functions allocated to those agencies under their respective terms of reference.

Composition:

III. The Group shall consist of statisticians representing each of the chief NATO agencies. The Chairman of the Group shall be the Head of the Central Statistics Office of the NATO Council Deputies.

IV. The Group may co-opt qualified representatives from any NATO member country, to assure, on the one hand, proper coordination with non-NATO questionnaires, and, on the other hand, proper consideration of the opinions of any member country specially concerned with the questionnaires under discussion. Country representatives shall be called for through the Council Deputies or the appropriate NATO agency.

Methods:

V. In pursuance of the aims laid down in Paragraph II above, the Statistical Coordinating and Screening Group shall:

1. List the existing regular questionnaires and the information collected by the various NATO agencies.

2. Notify all NATO agencies of the list of tasks completed, the questionnaires dispatched and the types of data collected by each agency.
3. On the basis of the information already supplied and a pre-established plan of the information required, prepare a co-ordinated system of statistics to be supplied at stated intervals by member countries.
4. In particular, propose a plan for the division of duties between the various NATO agencies (according to the functions assigned to them under their terms of reference) specifying the part to be played by each of them in the dispatch of regular questionnaires or the collection of statistical data from member countries.
5. On the basis of this division of duties, amalgamate, revise and amplify existing questionnaires and, when appropriate, propose the elimination of questionnaires which have become redundant.
6. Develop and adopt in collaboration with national representatives, standard definitions and classifications for use by all NATO agencies. These should be prepared for distribution in both French and English.
7. Propose appropriate methods of exchanging statistical information among interested NATO agencies.

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VI. Any NATO agency or body wishing to obtain recurrent statistical data from a NATO country must therefore first submit its project to the Statistical Coordinating and Screening Group which shall be bound to give its opinion on which agency should collect the data, on the adequacy of existing information on the same subject, and possible duplication of a questionnaire prepared by another agency. If the questionnaire is approved in principle, the Group will participate in the drafting of this questionnaire, and will review the project for conformance to standard definitions and assumptions and to acceptable statistical standards. Every effort must be made to reach agreement on all aspects of the questionnaire before final action by the Board or other appropriate agency to issue the questionnaire to member countries. The agency will retain discretionary powers over the final content of the questionnaire, but shall endeavour to follow as far as possible the final recommendations of the Statistical Coordinating and Screening Group.

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* One-time (non-recurring) requests for data are excluded from the scope of this procedure unless they involve extensive compilation of data not readily available.