



Government of Pakistan  
M/o Planning Development & Special Initiatives  
**Pakistan Bureau of Statistics**  
21-Mauve Area, G-9/1  
Islamabad



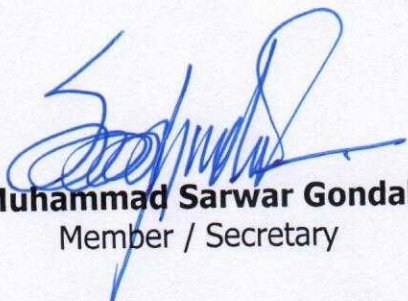
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**No. Census. PD&SI (1)/20**

**Islamabad dated 15<sup>th</sup> February, 2021**

Subject: **MINUTES OF THE FIRST MEETING OF COMMITTEE CONSTITUTED FOR RECOMMENDATIONS & ADOPTION OF BEST PRACTICES FOR UPCOMING POPULATION CENSUS**

Kindly find enclosed herewith duly approved minutes by the Chairman of the Committee (Mr. Muhammad Jehanzeb Khan, Deputy Chairman Planning Commission) of the 1<sup>st</sup> meeting held on 14<sup>th</sup> January, 2021 at 03:00PM in the Committee Room at 1<sup>st</sup> Floor of M/o PD&SI for information please.

*o/c*  
  
**(Muhammad Sarwar Gondal)**  
Member / Secretary

**Distribution: -**

1. Mr. Muhammad Ahmad Zubair, Chief Economist, (Member)
2. Professor Dr. Muhammad Nizamuddin, Independent researcher, (Member)
3. Dr. G. M. Arif, Independent researcher, Ex Joint Director, PIDE, (Member)
4. Mr. Usman Jawaid, DG(Operations), NADRA, (Member)

Copy for information to:

- i. SA/JS to Minister, M/o PD&SI, Islamabad.
- ii. SPS to Deputy Chairman Planning Commission, Islamabad.
- iii. SPS to Secretary, M/o PD&SI, Islamabad.
- iv. APS to Member (Census & Surveys), PBS, Islamabad. — ✓ 15/2/21

*15-2-21*  






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Subject: **MINUTES OF THE FIRST MEETING OF COMMITTEE CONSTITUTED FOR RECOMMENDATIONS & ADOPTION OF BEST PRACTICES FOR UPCOMING POPULATION CENSUS**

In compliance to Ministry of Planning Development & Special Initiatives (PD&SI) Notification No. Census/PD&SI (1)/20 dated 29-12-2020 to constitute the committee for "Recommendations & Adoption of Best Practices for upcoming Population Census", first meeting of the Committee was held under the Chairmanship of Mr. Muhammad Jehanzeb Khan, Deputy Chairman Planning Commission (DCPC), in the Committee Room at 1<sup>st</sup> floor of Ministry of PD &SI on 14<sup>th</sup> January , 2021 at 03.00 PM. List of participants is at Annexure A.

2. Meeting started with the recitation of few verses from the Holy *Quran*. After brief introduction of participants' chair requested Mr. Muhammad Sarwar Gondal, Member (Support Services/ RM), PBS to brief regarding the Background and Terms of Reference of the committee. He apprised worthy participants about the TORs of the committee which are as follows: -

- i) *To review the census process, data collection and field operation methodologies used for Census 2017 & recommend the modern methodologies being adopted for censuses in region & globe for conduct of upcoming census*
- ii) *To compare the regional/globally adopted census questionnaires and proposals for improvement*
- iii) *To review mode of Data Collection (Manual /Electronic) for provision of timely & credible results & recommendation for adoption of innovative tools & technologies for geo referred enumeration up to the household level for upcoming census*
- iv) *To review the best practices of field operations including monitoring/supervision & data processing to minimize the omissions/ errors and complete coverage*
- v) *To devise strategy for confidence building measures of all stakeholders for smooth completion of census operations and for increasing reliability & credibility of census results*

He informed that meeting agenda is to discuss on the TORs and devise way forward for achieving the objectives of the committee in true letter & spirit.

3. The Chair then opened the floor for deliberations on each TOR which are as follows: -

**TOR 1: To review the census process, data collection and field operation methodologies used for Census 2017 & recommend the modern methodologies being adopted for censuses in region & globe for conduct of upcoming census**

The worthy Chair while initiating the discussion was of the view that in order to move forward for devising best practices for the upcoming Census, the best way is to self-critique/analyze the whole procedure of Census 2017 including, planning, field operations, data processing, mode of data collection etc. and work out the modalities to conduct next Census in most transparent way by involving all the relevant stakeholders for building their confidence in the process of census operation. He added that it is imperative to include the views of the elected representatives and researchers for improving the existing mechanism which is the most crucial step for developing an effective communication strategy. Professor Dr. Muhammad Nizamuddin, renowned demographer, who was also member of Technical committee formed for Census 2017 added that for reviewing the Census 2017 procedures, PBS own documents, including minutes of technical committees of Governing



Council, International Observers reports, PBS own work to evaluate census may be used to identify key questions and the limitations of the census processes. He further added that committee may be expanded for broad based representations by including Senior Demographers like Dr. Zeba Sattar, Country Director, Population Council Islamabad, Dr. Mehtab Karim & Dr. Tauseef. Dr. G. M. Arif was of view that demographers are also working in Pakistan Institute of Development Economics (PIDE) and National institute of Population Studies (NIPS) (like Dr. Durre Nayab, Dr. Rizwan ul Haq, Dr. Saima Bashir, Dr. Saman Nazir, Dr. Ayesha Shiraz), and they may be included for the diversification of committee and capacity building of these institutions. Secretary PD&SI added that detailed study must be done by including independent researchers & demographers to identify shortcomings in the process as per international standards and devising way forward for 7<sup>th</sup> Population & Housing Census.

**Decisions: -**

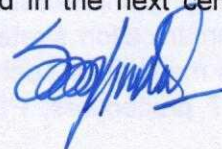
- Committee will be expanded to give broad representation by inclusion of demographers/researchers from relevant institutions.
- Chief Economist will lead in preparation of key issues/ questions raised on Census 2017 with PBS while using the record from, Minutes of technical committee meetings of committee constituted for Census 2017, International observers report, PBS own evaluation reports and questions raised by independent researchers through print media/electronic media.
- Chief Economist may involve PIDE in collating all the responses/ critical issues in a report.
- Timeline for completion of this task will be at least four weeks.
- Committee may invite any persons involved / supervised previous Census operations for their input regarding the processes.

**TOR 2: To compare the regional/globally adopted census questionnaires and proposals for improvement**

Detail deliberations were made on the questionnaire used in Census 2017 so far and way to improve it to collect data on the basic requirements and changed ground realities. It was proposed by members to conduct comparative studies of the questionnaires used in the region / globally. Secretary PD&SI believed that support of NADRA may be used for provision of real time population numbers which are extremely important for Policy / Planning. At this point Mr. Usman Javaid, DG (Projects) NADRA informed that births and deaths are registered at local Union Councils level. Despite all efforts, the **Civil Registration and Vital Statistics systems (CRVS)** could not entirely be implemented due to certain limitations, the only way for complete registration is by either incentivizing it or enforcing laws. Dr. G.M Arif added that there is always underreporting of vital events as there are always chances that each birth and death have not been registered/reported, even if the system is comprehensive, it cannot replace Population & Housing Census as census provides information about various demographic and housing characteristics which are immensely needed for informed decision making. The worthy chair is of view that NADRA database is of huge value, however, the committee has no mandate to recommend NADRA Data as replacement for the census. However, parallel work must be done to improve the CRVS system for timely and appropriate information and decision making, plus all these issues should be taken up by the expanded committee for the new census.

**Decisions: -**

- PBS will conduct a comparative study to review the questionnaires used in censuses, regionally/ globally, and develop/improve the questionnaire to be used in the next census. Prof. Dr. Nizamuddin agreed to provide input to this exercise.





**TOR 3: To review mode of Data Collection (Manual /Electronic) for provision of timely & credible results & recommendation for adoption of innovative tools & technologies for GEO referred enumeration up to the household level for upcoming census**

All the members of the committee were in agreement to the use of innovative technologies for conduct of next census electronically through tablets to provide timely and more credible data. Dr. Nizamuddin informed that several countries are using different technologies to conduct the census, including internet, mailed surveys and other sources such as birth and death registration data and PBS may learn from their experiences for adoption of best practices. Member (Support Services/ RM), PBS informed that PBS under "Digital Transformation" is already collecting all major surveys data electronically through tablets and linked the monitoring of field operations through Geographic information Systems(GIS) for quality data collection with minimum chances of omissions/ errors. He added that Egypt & Iran collected data electronically for census using mix mode, thus systems developed/used by these countries and other countries can be studied in detail for adoption of best practices by the newly formed committee.

**Decisions: -**

- PBS to study the practices used by other countries for electronic data collection, globally & regionally and prepare draft paper with complete roadmap and the cost involved and present such report to the census committee.

**TOR 4: To review the best practices of field operations including monitoring/supervision & data processing to minimize the omissions/ errors and complete coverage**

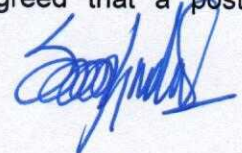
Detailed deliberations were made regarding field operation mechanisms for minimizing the omissions and increasing key stakeholders' confidence in the census process. It was discussed that huge amount of work is needed before census to plan field operations, its monitoring & supervision. Dr. Nizamuddin apprised the participants that proper and completed house/dwelling units listing is a prerequisite for complete coverage. Therefore, proper training and sufficient time may be given to enumerators for its completion keeping in view different ground realities of the areas. Dr. G M Arif emphasized that the pretesting of field operations' is necessary to identify gaps and improvements before the census. Further the use of well trained staff and real time monitoring of field operations as per international standards will help to reduce the gaps and increase further credibility of the census. The worthy chair added that information collected through census is of sensitive nature due to its linkage with resource allocation and representation, therefore steps must be taken to bring transparency to whole processes to avoid controversies and use the important information timely for all plans' policy/planning purposes.

**Decisions: -**

- A comparative study will be conducted by the PBS regarding pretesting of field/ monitoring/supervision operations adopted by different countries for devising the way forward for upcoming census improvements.
- Emphasis must be given to the enumerators' extensive training for a complete understanding of concepts/ definitions for better coverage.
- PBS may work on linking monitoring system with GIS for complete coverage, reliable and quality data.

**TOR 5: To devise strategy for confidence building measures of all stakeholders for smooth completion of census operations and for increasing reliability & credibility of census results**

All the members of the committee were of the view that an effective communication strategy for involving key stakeholders in the census process and transparency in the conduct & processing of results will be key confidence building measures. All members mutually agreed that a post





enumeration survey might be conducted within two to three months after the census's completion. It should be a built in part of the whole census process to validate its results. Dr. G. M. Arif was of the view that options of involvement of academicians, Statistics departments of Universities, and hiring of university students as enumerators may be worked out for bringing ownership to the process for its acceptability. Further independent observers must be hired for third party validation of the census process.

**Decisions: -**

- Post enumeration Survey must be made part of the next census operation.
  - An effective communication strategy must be developed to reducing gaps and build confidence of all stakeholders.
  - Study the potential role/engagement of universities/research organizations in the census procedures like trainings, enumeration and field monitoring etc. for ownership and effective monitoring.
4. It was also decided that the Member of PBS will act as Member/ Secretary of the Committee.
  5. After detailed deliberations on all TORs, it was decided that next meeting may be held when some basic work on TORs, and addition of new members is completed as guided by the Committee.
  6. Meeting ended with a vote of thanks to the committee members and other participants from the Chair

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**LIST OF PARTICIPANTS OF MEETING HELD ON 14<sup>th</sup> JANUARY, 2021**

1. Mr. Muhammad Jehanzeb Khan, Deputy chairman Planning Commission, (Chairman)
2. Mr. Mathar Niaz Rana, Secretary PD&SI
3. Mr. Muhammad Ahmad Zubair, Chief Economist, Planning Commission, (Member)
4. Mr. Muhammad Sarwar Gondal, Member (Support Services/ RM), PBS, (Member)
5. Dr. G. M. Arif, Independent researcher, Ex Joint Director, PIDE, (Member)
6. Professor Dr. Muhammad Nizamuddin, Independent researcher, (Member)
7. Mr. Usman Jawaid, DG(Operations), NADRA, (Member)
8. Mr. Ayazuddin, Member (Census & Surveys), PBS,
9. Mrs. Rabia Awan, Director. PBS, Islamabad