3 March 2026

Dear Sir/Madam,

Using administrative data to produce official statistics
(e-Learning course)
Virtual, 6 April – 8 May 2026

We are pleased to inform you that the e-Learning course *Using administrative data to produce official statistics* will be conducted from 6 April to 8 May 2026. The course has been jointly developed by the United Nations Statistics Division (UNSD) and United Nations Statistical Institute for Asia and the Pacific (SIAP) with inputs from members of the Collaborative on Administrative Data (CAD). The course modules will be available in English and French. All other course activities will take place in English. A similar course was held in early 2025; participants from that course are welcome to join this course.

In most countries, administrative data can serve as an important source in the production of official statistics. There is a need for a systematic approach to the engagement between administrative data holders and statistics producers to enable national statistical systems to better utilize administrative data for official statistics. This course provides an introduction to administrative data and how such data can be used in the production of official statistics, including the production of SDG indicators. During the course participants will learn about key aspects of administrative data including data quality, metadata and data sharing mechanisms. Benefits and challenges to using administrative data for official statistics will also be discussed.

We are pleased to invite you to nominate staff from your office as well as other agencies in your country that you think will benefit from the course. The target audience for this course is staff from institutions involved in the collection, processing and storage of administrative data and the production of statistics using administrative data. This includes staff that work with data collection and statistics production at NSOs and at various Ministries, Departments and Agencies. The course is also relevant to managers in the national statistical system as well as other interested stakeholders such as staff of research and academic institutions and non-government entities how work with administrative data.

We would appreciate it if the nominees would fill in the registration form which can be accessed at the following link: https://forms.office.com/e/8h4fUxW5xg
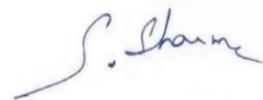
The deadline for receipt of nominations is 2 April 2026.

The course is expected to take a maximum of 20 hours over the course of 5 weeks and will include reviewing the course materials, participating in the webinars and taking an exam at the end of the course. For further details on the course, please do not hesitate to contact our staff at escap-siaptraining@un.org. For information on how to become a member of the CAD, please contact Martina De Saverio at martina.desaverio@un.org. Also, please refer to the attached guidelines for participants, which provide a general description, objectives, and agenda for the course.

UNSD and SIAP value our common goal of statistical capacity building and look forward to the successful conduct of this course.

Shantanu Mukherjee
Acting Director
United Nations Statistics Division/DESA

Shailja Sharma
Director
SIAP