

General Data Dissemination System (GDDS) Project
Phase 2: Modules for Strengthening Statistics
Report of the Statistics and IT Workshop of the Module
on Justice and Security Statistics
Labourdonnais Hotel, Port Louis, Mauritius
April 7 to 11, 2008
(Version April 30 2008)

1. Background

The World Bank (WB), with the IMF, is implementing a 3-year project, 2007 – 2009, to strengthen national statistical systems in countries of Anglophone Africa. The project is structured around the General Data Dissemination System (GDDS)¹. It is financed by the UK's Department for International Development (DfID) and its aim is to: Sustain improvements in the quality of official data; Increase government and public awareness of the importance of good quality data collection, use and dissemination; and improve regional cooperation on statistical issues.

The IMF and the WB are each supporting modules in seven key areas of economic and financial statistics (IMF) and socio-demographic statistics (WB). Each module is a coordinated set of activities designed to help countries achieve improvements in the management of statistical activities and the quality and coverage of statistical data series. Each module focuses on a defined subject area, covering data sets associated with different sectors.

Governments of each country in the project have selected two modules, based on their judgment and allowing for other assistance they may be receiving. Each module consists of a launch workshop and a series of bilateral technical assistance missions to address particular concerns, together with other workshops to review and report on progress and address particular issues.

The Justice and Security Module aims to assist participating countries to improve the coverage and quality of their statistics on Justice and Security. The participating countries are Kenya, Namibia, Mauritius, Seychelles and Tanzania. Each country attended a launch workshop at Dar Es Salaam in March 2007, following which a work plan was drawn up for data improvements to be implemented over the life of the module. A Module Manager was appointed for the Justice and Security Module and expert visits were made to each country during the 12 months following the Dar Es Salaam workshop²

¹ More information about the GDDS is available on the IMF's Data Standards Bulletin Board at <http://dsbb.imf.org/Applications/web/gdds/gddshome/>

² For logistics reasons the expert visit to Tanzania will take place during the Summer of 2008.

During these expert visits, a considerable degree of common problems were isolated in the area of Justice and Security Statistics. These were: *Statistical Classifications*: the need for common classifications throughout each country's justice system, especially offence classifications: *The Choice of Statistical Indicators*: to describe the main characteristics of the national justice and security system: *IT Software developments*: The need for a common approach to IT software developments, especially the use of standard software available through modern PC systems, such as MICROSOFT.

In the interest of efficiency and with countries' agreement, it was decided that such common problems could be addressed most effectively during a workshop arranged for the Spring of 2008. This workshop would also serve as a forum for discussing progress to date in the Module and for enhancing the mutual co-operation between countries leading towards the improvement in regional co-operation in Justice and Security matters.

2. Spring 2008 Workshop for Justice and Security Statistics module

The Spring 2008 Workshop for the Justice and Security Statistics module took place at Labourdonnais Hotel in Port Louis, Mauritius from April 7-11, 2008. It was attended by teams from each of the five countries taking part in this module: Kenya, Mauritius, Namibia, Seychelles, Tanzania³. The workshop was organized jointly with the Mauritius Central Statistics Office, whose assistance, expertise and hospitality is gratefully acknowledged. It was managed by Ronald Luttikhuisen, Senior Statistician from the World Bank and facilitated by three experts, Chris Lewis, Module manager, UK: Jon Simmons, Statistics expert, UK: and Etienne De Fortier, IT expert, South Africa.

3. Workshop Objectives

There were three purposes of the Port Louis workshop to discuss: *progress* made by individual countries since the Launch Workshop in March 2007: common IT concerns, especially in the software useful for data collection and analysis available on modern PCs with MICROSOFT systems: common Statistical concerns in the areas of classification, choice of indicators, uses of statistics, timeliness of data collection and dissemination.

The workshop was very hands on. Participants brought their own lap-tops and computer sticks, made presentations on progress since March 2007 and took away a number of files dealing with what was discussed at the workshop. Countries were encouraged to decide their own priorities for the next 12 months and to discuss their concerns with the other countries at the Workshop.

4. The Workshop Program

The detailed program for the workshop is set out in Annex B. The workshop was opened by The Hon Jayarama Valayden, the Attorney General and Ministry for Justice and Human Rights for Mauritius, and Mr Harish Bundhoo, Director of the Mauritius Central Statistics Office. The participants were welcomed to Mauritius by the Ministry and the

³ A list of participants is provided in Annex 1.

Director, who also spoke about the importance of good Justice and Security Statistics for the efficient running of public services and reform of the justice process.

In particular, the frequent demands for new statistics for Parliament (PNQs) was stressed, as well as the need for statistics to inform the Justice reform process going on in Mauritius and the need for all agencies of the justice system to talk to one another through the Justice Statistics Committee chaired by the Mauritius Central Statistics Office. This was later confirmed at a meeting held during the Workshop with the Chief Justice of Mauritius, Hon Y.K.J. Yeung Sik Yuen. A presentation on the Uses of Statistics for policy and practice was made by Chris Lewis⁴. He gave a number of case studies of where statistics cutting across the justice system had been used in other countries to inform the management, operations and reform process of the justice system.

On the first day of the workshop each country made a brief presentation on the progress that had been made on Justice and Security Statistics in their country since the Launch Workshop⁵. On the second day, participants split into two groups to discuss IT and Statistical issues. During the parallel sessions, presentations were made by the IT and Statistical experts. The Power point slides used in these presentations are attached as separate files (Annex PP2-PP7.) From time to time these groups reconvened as a plenary group. Towards the end of the week future plans for development were discussed

IT issues:

Etienne De Fortier gave several presentations on how standard MICROSOFT software could be used for Justice and security statistics - Annexes PP2, PP3. These presentations also involved the chance to ask queries and get involved in a discussion about the best way to use this software in individual countries. The main points he made were that as many involved in Justice and Security Statistics used a modern PC with standard MICROSOFT software, it was most efficient to use that software to create databases and spreadsheets to assist in the collection and analysis of statistics on justice and security.

It was acknowledged that despite most people having such access, they had not always been trained to make the best use of the software. Some courses that had been provided had not been appropriate. Just going on any statistical IT course was not sensible: courses tailored to specific needs were required. It was necessary for such training to be provided locally, so that statisticians in all areas were able to use the software in the way that Etienne De Fortier had outlined during his presentations. It was also important for those already able to use the software to share their experience with others. This could best be done, in the meetings of the J&S Statistical committee arranged by the Statistical Office.

The expert concentrated on the two software packages EXCEL and ACCESS, as he felt that these had an enormous potential for use within Statistics and not until their full

⁴ The slides used for the presentation on Uses of Statistics are attached as a separate power point files. Annex PP1.

⁵ The slides used by Kenya, Mauritius and the Seychelles, are attached as separate files: Annexes PP8-10

potential had been realized was it cost-effective to move to any further packages. The benefits of EXCEL are set out in the table below and in more detail in his slides.

Benefits of EXCEL as software for statistical use
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| <ol style="list-style-type: none">1. It was standard on modern PCs, with a very high Market Share and readily available for everyone to use on their desks once they had a PC.2. EXCEL comes free on the computer but the cost of training and trouble-shooting (solving problems that are too complex to be solved locally) need to be factored into the environment in which it is used. This required that senior management is aware of not only its power but the support needed for those using it.3. It was a Spreadsheet programme and spreadsheets are very useful both to collect and to present data. Once their potential to manipulate data was more fully understood, then this increased their potential greatly.4. Data could be entered onto EXCEL forms remotely and sent to HQ. IT could also be entered at HQ using paper material sent in from remote sites5. Data thus entered could be manipulated: eg it could be added up across different offices/provinces, etc: it could be sorted: sub-totals could be calculated: new tables could be created: different sheets could be linked with one another6. Once data had been finalized, then they could be changed into graphs and charts, using EXCEL, in order to present the data more easily to policy colleagues, the public, the statistical office and all other users. |
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He moved on to show that ACCESS was also a package easy to use for statistical applications. The benefits are set out in the table below, and in more detail in his slides.

Benefits of ACCESS as software for statistical use

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| <ol style="list-style-type: none">1. It was standard on modern PCs, with a very high Market Share and readily available for everyone to use on their desks once they had a PC.2. ACCESS comes free on the computer but the cost of training and trouble-shooting (solving problems that are too complex to be solved locally) need to be factored into the environment in which it is used. This required that senior management is aware of not only its power but the support needed for those using it.3. It was a relational data base system, that could be used to<ol style="list-style-type: none">a. Create Relational Databasesb. Create Tables of Statisticsc. Create instructions to produce Statistical tables ('Queries')d. Create forms ('Screens') that could be used to enter data onto the databasee. Create Reports on data held in the database that could be standard, eg for each month, quarter or year.f. Create special reports that could be produced when new analyses were needed by policy makers or senior staff.g. Sort data,h. Filter data: ie look at a particular subseti. Group data togetherj. Display data in user-friendly formsk. Be used with other bits of Software such as SQL (Structured Query Language) for more sophisticated analyses. |
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Statistical issues:

Jon Simmons gave presentations on the use of household surveys for producing indicators for justice and security (Annex PP4) and the publication of statistics (Annex PP5.) The main points mentioned in these presentations are shown in the table below.

Use of Household Surveys

1. Surveys can measure:
 - a. Victimization risks for common crimes
 - b. Victims' background and experiences
 - c. Circumstances of victimisation
 - d. Perceptions of crime
 - e. Concerns about crime
 - f. Interaction with the authorities
 - g. Attitudes towards the police and other agencies
2. Surveys need to be designed to allow for objectives of the exercise and resources available, reflecting local circumstances
3. Populations that could be studied are:
 - a. Households
 - b. Individuals
 - c. Businesses
 - d. Non-household settings (institutions, hostels, prisons, colleges, hospitals)
 - e. Visitors/Tourists
4. The following aspects of surveys need to be decided upon
 - a. Sampling strategy
 - b. Have you considered bias and non-response questions
 - c. What data collection methods are to be used (face to face, telephone, postal data collection)
 - d. What analysis tools to use
 - e. How to present the data: especially when comparing with data collected from police and other agencies

Publication of Statistics

1. Key principles of data publication are:
 - a. Consider the needs of the data user
 - b. Numbers must be trusted
 - c. Numbers also need to be understood clearly
 - d. Be prepared to repeat messages and explain from first scratch if needed
 - e. These principles are not technology or output based
2. The purposes of Crime and Justice Statistics Are :
 - a. Measuring and managing the business
 - b. Reporting on performance
 - c. Planning resources and policies
 - d. Designing actions and interventions
 - e. Monitoring the impact and results
3. Statistics published can be very wide and include Survey data, Administrative data, Resources and Results from research.
4. Published statistics should
 - a. Describe the flow through the system
 - b. Show significant changes and trends
 - c. Describe the component parts of the system

5. The statistical tools to use are:
 - a. Summary and more detailed Statistical tables
 - b. Charts
 - i. Continuous data: lines, area charts, scatter plots, maps
 - ii. Categorical variables: bar charts, maps, diagrams (flow, trees, etc) pie charts

In discussion, countries all had different approaches to conducting surveys, ranging from Mauritius which had added a small number of questions to a general purpose survey, to Kenya where a baseline survey had been conducted by a government criminal justice reform unit and an anti-corruption survey was carried out on a regular basis. A main factor governing the use of surveys was the resource available to conduct them.

Chris Lewis gave presentations on statistical classifications (Annex PP6) and on data quality and useful statistical indicators (Annex PP7.) The main points made in these presentations are noted in the table below:

Statistical classifications

1. Need for common classification across different agencies
2. No need to keep slavishly to UN classification of offences, if your local classification is slightly different: all classifications are compromises.
3. Useful to keep social classifications (age, region, etc) the same as classifications used in other statistical areas.
4. Role for statistical committee in harmonizing classifications.
5. Classifications need to change as law and society change.

Statistical data quality and indicators

1. Data quality needs to allow for resources available, needs of users and realistic expectations of collectors
2. Quality needs to allow for Completeness, Timeliness, Accuracy, Relevance and Usefulness
3. Indicators are statistics that have been processed to give a quick view of the justice area, usually by relating them to each or to other figures such as population
4. Indicators are broadly divided into:
 - a. Those showing effectiveness
 - b. Those produced to inform research and policy change or evaluation
 - c. Those to show public confidence in justice issues

For each presentation there was sufficient time for participants to question the presenter and to discuss the presentation. Copies of useful indicators are included in Annex PP7.

5. Planning for the future

At plenary sessions towards the end of the week participants gave presentations on the priorities that they had discussed as a result of the material they had been offered during the week. A copy of this summary set of priorities and work plans is attached at Annex C and the main priorities for each country are summarized in the table below.

Planning the Future	Kenya	Mauritius	Namibia	Seychelles	Tanzania
CSO	To coordinate work, including meetings of committee. To educate departments in the use of statistics. To keep module manager in touch with developments and respond to e-mails. To arrange for next visit of expert To take forward developments on H/H surveys				Role of Statistics Office to be determined at next visit
Police	Capture in more detail crimes reported	Computerise daily intake of reported cases	More detailed plans in these specific areas would await the next visit of the statistical expert	Re-engineer the existing system	Move from paper to computerised data capture. Identify appropriate software and hardware. Link data between local offices and HQ/centre. Consider classifications Disseminate results Make more use of data
Prosecution	Capture more detail on numbers of cases prosecuted	Computerise cases prosecuted		Prepare a data collection tool for immediate use.	
Courts	Capture numbers and details of cases disposed of	Set up system for retrieval of statistics for public benefit and evidence-based policy.		Finalise computerisation of system – and review design	
Probation	Capture data on background of offenders	Computerise Probation's connection with HQ		Prepare a data collection tool for immediate use	
Prison	Capture numbers of persons in prison	System for management statistics purposes/PQs		Improve the existing data collection tool.	

6. Next Steps

Following the Workshop, participants returned to their countries to start work on the next Phase of the Module. This will vary from country to country and will follow the outlines set out in Annex C. However, the main features of the next few months will be:

1. Each Country to prepare for the next expert visits. Provisional dates are
 - a. Kenya: during November- January 2008/9
 - b. Mauritius: during October – December 2008
 - c. Namibia: during June-August 2008 and December- February 2008/9
 - d. Seychelles: during Autumn 2008
 - e. Tanzania: during August 2008 and December-February 2008/9
2. The World Bank, Kenya and Mauritius will report to the annual meeting of GDDS to be held in Cape Town in April 2008, at which progress over the past year will be discussed and plans for the future of GDDS will commence.

3. Each country will continue to review the material on IT presented to them at the Workshop. These will be discussed with IT experts in their own country and more use made of the existing software that is now available for them on their existing Personal Computers within the MICROSOFT packages.
4. Each country will continue to keep close links with their individual statistical expert and with the Module Manager about specific problems and plans.
5. Each country will continue to educate their policy colleagues about the use that can be made of statistics for development, operational management and to speed the reform process. Part of this education will be sharing the results of this workshop and the progress made by other countries in the area of Justice and Security Statistics.
6. It is likely that the Justice and Security Module will conclude with a final Workshop in 2009 during which progress on the development of Justice and Security Statistics in each country will be reported on and discussed.

7. Closing of Workshop

The workshop closed on the afternoon of Friday April 11. It was agreed that the report of the meeting, including the future plans for each country would be circulated within a month and that the next expert visits to each country would be arranged by the World Bank at various times during 2008. Good notice would be given of each visit so that there would be time for arrangements to be made within each country.

Before leaving, each country team was provided with electronic copies of the following:

- The presentations made during the seminar
- The background documents used to prepare the seminar material
- The list of participants, including e-mail addresses
- Some miscellaneous documents about Justice and Security Statistics

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April 2008

Annex A List of participants at Port Louis Workshop

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**Annex B GDDS MODULE ON JUSTICE AND SECURITY: SPRING 2008 WORKSHOP
– PORT LOUIS, MAURITIUS: LABOURDONNAIS HOTEL: 7-11 April 2008.**

Monday 7th April

Plenary Sessions 9.00-12.30: 14.00-17.00

Preparations for the workshop (Chair, Ronald Luttikhuizen, World Bank)

Reports on progress since March 2007 (Chair, Ronald Luttikhuizen, World Bank)

Presentations on progress, future plans and problems in Justice & Security Statistics were made by each country in the Module:

**Mauritius,
Kenya,
Seychelles,
Namibia,
Tanzania,**

There was good time for questions and for with discussion about mutual progress, concerns and future needs. Advantage was taken of all countries being present for countries to learn from one another.

18.00 Arrival reception, Le Suffran Hotel hosted by the World Bank

Tuesday am 8th April: Formal Opening of Conference: 9.00-10.00

Mr Harish Bundhoo, Director, Mauritius Central Statistical Office
Mr Chris Lewis, World Bank GDDS Module Manager, Justice & Security
Mr Ronald Luttikhuizen, World Bank GDDS Manager
Hon Jayarama Valayden, Mauritius Attorney-General Ministry of Justice and Human Rights

The conference was opened by the Attorney General of Mauritius, who also gave an address on the importance of statistics for Justice & Human Rights and the uses made of statistics by the Mauritius Parliament and public services.

Use of Statistics for Policy: 11.00-12.30

Case studies of how statistics are used for policy development and how this might be developed in GDDS countries. (Presentation by Chris Lewis)

Mr Lewis gave examples of where statistics had speeded the reform process, saved money, and improved the efficiency and effectiveness of the justice system, drawn from different countries, in Europe and in Africa.

Tuesday pm 8th April: Parallel sessions:

**I. Common IT software needs, software availability , training and use)
(Etienne de Fortier, IT Expert: Ronald Luttikhuizen)**

14.00- 16.00 – countries describe their IT situation and plans. Mr De Fortier gave general guidance on how IT software could assist.

II. Common Statistical problems, classifications, timeliness, accuracy, UN surveys, household surveys, publication. (Statistical experts - Chris Lewis & Jon Simmons)

14.00-16.00 Use of household surveys for measuring victimization, (including the characteristics of victims) and public satisfaction with CJ agencies (police: prosecution: courts: prisons and aftercare), including the indicators that can be obtained from such surveys such as perceived feelings of lack of security, the efficiency of justice and security institutions and the way that individuals use justice and security services

16.00 Plenary session to discuss progress

Wednesday 9th April: Parallel sessions

**I. Common IT software needs, software availability , training and use)
(Etienne de Fortier, IT Expert: Ronald Luttikhuizen)**

IT expert presentation/demonstration on how the generic use of standard software in improving Justice and Security Statistics (eg. MICROSOFT EXCEL/ ACCESS/ software for output) can be modified for justice and security

II. Common Statistical problems, classifications, timeliness, accuracy, UN surveys, household surveys, publication. (Statistical experts - Chris Lewis & Jon Simmons)

Problems of concepts and classifications in Justice and Security: UN classifications: need for common classifications across agencies:

Thursday 10 April: Parallel sessions

**I. Common IT software needs, software availability , training and use)
(Etienne de Fortier, IT Expert: Ronald Luttikhuizen)**

9.00–12.30 Continued discussion of IT needs

II. Common Statistical problems, classifications, timeliness, accuracy, UN surveys, household surveys, publication. (Statistical experts - Chris Lewis & Jon Simmons)

9.00-12.30 Indicators, Statistical data quality and publication of statistics

Thursday 10 April: Plenary session

14.00-17.00 Planning of future needs and work plan for IT and statistical development- I

Friday 11 April Plenary session (Ronald Luttkhuizen, Etienne De Fortier, Chris Lewis, Jon Simmons)

Planning of future needs and work plan for IT and statistical development- II

Practical consequences of what has been learned during the workshop

Conclusions of workshop and next steps

Friday 18.00 Dinner Hosted by the Mauritius Central Statistical Office

Annex C DRAFT WORK PLANS AND PLANS FOR S FUTURE EXPERT VISITS: by country

	Kenya
1. What questions do you still have	Can World Bank organise IT training on the use of Excel and Access ? (Yes, for Kenya the STATCAP project can help with this)
2. General objective: to improve J&S stats	Need to look at data collection instruments with a view to harmonization. Need to investigate computerisation at all levels, local and HQ. Need to develop software to capture data efficiently at all levels. Need to reduce paperwork in the process.(for all below) Need to come up with a regular publication schedule for crime and justice statistics.
Police - Objectives IT change - Content Change - Desired outputs (1 yr)	Need to capture in more detail crimes reported, along with demographic data on suspects and victims. Need to capture more data on what police do. This is often already available: eg for post-election disturbances.
Prosecution - Objectives IT change - Content Change - Desired outputs (1 yr)	Need to capture more detail on numbers of cases prosecuted by demographic characteristics of defendants, and what happens to the cases.
Courts - Objectives IT change - Content Change Desired outputs (1 yr)	Need to capture numbers and details of cases disposed of by the various demographic characteristics of the accused and outcome of disposals, length of sentences, etc.
Probation - Objectives IT change - Content Change Desired outputs (1 yr)	Need to capture numbers of offenders on probation, CSO and other care by their background characteristics. Need to exploit Microsoft software to capture data.
Prisons - Objectives IT change - Content Change Desired outputs (1 yr)	Capture numbers of persons in prison by their demographic characteristics, taking advantage of existing software just developed.
CSOs - Objectives IT	Coordinate work in this area: arrange study visit to the UK. Arrange next expert visit, including visit to the DPP.

<p>change</p> <p>- Content Change</p> <p>Desired outputs (1 yr)</p>	
<p>Road map to improve J&S stats (2 yrs)</p>	<p>Improved data capture – clarity, data processing, data analysis, data dissemination, comparability and timeliness.</p> <p>To form two committees – one at the policy level, and one at a technical working level. Develop terms of reference for all agencies. Establish the Policy committee by May 2008 and technical working group by June 2008</p>
<p>3. Specific Planning</p>	
<p>What do you want for the next mission?</p>	<p>Possibly November depending on developments</p>
<p>- Three priorities</p>	<ol style="list-style-type: none"> 1. Classifications 2. IT database development 3. Review data collection instruments
<p>- What activities needed during visit</p>	<ul style="list-style-type: none"> - Review each agencies classification systems - Devise a plan for harmonisation of classifications - Identify database needs - Develop a system to address the data needs - Develop a local area network and wide area network for each agency (or consider possibility for a single justice network, or to link with other governmental networks)
<p>- List some training needs to be discussed during visit</p>	<p>Training in use of Access and Excel in data capture and database management</p>
<p>- List institutional problems</p>	<p>Lack of equipment</p> <p>Lack of trained personnel</p> <p>Lack of co-ordination amongst agencies</p> <p>Different data classifications amongst agencies</p> <p>Lack of unique identity to trace offenders through the various agencies</p>
<p>- Define own preparations before visit</p>	<p>Draw up a programme for the visit</p> <p>Inform all agencies to prepare for the visit</p> <p>To do any other preparations for the mission</p> <p>To make a study visit to another country</p>
<p>- Define outputs, results from visit</p>	<p>Reports on</p> <ul style="list-style-type: none"> - classification and harmonisation - database needs and systems - LAN and WAN recommendations - Use of Access and Excel

	Mauritius
1. What questions do you still have	We have not discussed confidentiality of personal data. Data security also requires consideration. Mauritius would like some more detailed advice included in the Workshop Report, perhaps including references to good practice in confidentiality and data security.
2. General objective: to improve J&S stats	Harmonise all classifications (not only offences). Produce a small set of common records.
Police - Objectives IT change - Content Change - Desired outputs (1 yr)	Computerise the daily intake of reported cases for more timely and efficient and reliable information for statistical and management information.
Prosecution - Objectives IT change - Content Change Desired outputs (1 yr)	Computerise the daily intake of reported cases for more timely and efficient and reliable information for statistical and management information.
Courts - Objectives IT change - Content Change Desired outputs (1 yr)	Set up reliable system enabling retrieval of statistics for public benefit and judiciary and evidence-based policy.
Probation - Objectives IT change - Content Change Desired outputs (1 yr)	Computerise Probation Unit's connection with HQ for follow up of effectiveness of community work in reducing criminality.
- Prisons - Objectives IT change - Content Change Desired outputs (1 yr)	Set up a system to easily produce statistics for management purposes and to respond to PQs.
CSOs - Objectives IT change - Content Change Desired outputs (1 yr)	Co-ordinate activities. Plan for Household Survey. Hold regular statistical committees on Justice and security. Produce more output on J & S statistics.
Road map to improve J&S stats (2 yrs)	

3. Specific Planning	
What do you want for the next mission?	To assess new system (due in place by December) Train on analysis and integration of statistics for both management and statistical purposes
- Three priorities	Complete analysis of data needs from the various institutions Develop a list of fields that will be required from each institution Review data collection forms, based on these needs, and set up a structure/systems to generate the information based on the new forms
- What activities needed during visit	Review new system Propose recommendations to refine the system Provide assistance with analysis Set up a team comprising statisticians and agency specialists to assist with the analysis, and to help train this team in the analysis of Crime and Justice statistics
- List some training needs to be discussed during visit	See above Also to look at specific training needs of institutions as they develop new statistical and IT solutions
- List institutional problems	Potential need for additional resources
- Define own preparations before visit	Timeframe (dependent on introduction of IT systems): Aim to complete data needs by May 2008 Fields required for each domain/institution by June Review data collection instruments by August Start new collections System in place by December for sharing data between institutions, and some supporting analysis Next mission in January 2009
- Define outputs, results from visit	Recommendations for improvement Clearer indicators to assist management of the agencies, with stress on effectiveness indicators

	Namibia
1. What questions do you still have	<p>Are there any additional sources of assistance for hardware and software?</p> <p>This is outside the scope of the GDDS but there are other donors and other Namibia government or World Bank sources that might be able to assist with this.)</p>
2. General objective: to improve J&S stats	<p>Aim to bring back knowledge learnt to discuss specific domains. Overall integration between different systems.</p> <p>Make use of government agreement with Microsoft to develop products to support Crime and Justice agencies.</p> <p>Easy and reliable access to information sources for the various sectors of society.</p> <p>Introduce real-time statistical outputs, including faster processing of data from credible and reliable sources.</p>
Police - Objectives IT change - Content Change - Desired outputs (1 yr)	More detailed plans would await next visit of statistical expert
Prosecution - Objectives IT change - Content Change - Desired outputs (1 yr)	More detailed plans would await next visit of statistical expert
Courts - Objectives IT change - Content Change Desired outputs (1 yr)	More detailed plans would await next visit of statistical expert
Probation - Objectives IT change - Content Change Desired outputs (1 yr)	More detailed plans would await next visit of statistical expert
Prisons - Objectives IT change - Content Change Desired outputs (1 yr)	More detailed plans would await next visit of statistical expert

<p>CSOs</p> <ul style="list-style-type: none"> - Objectives IT change - Content Change <p>Desired outputs (1 yr)</p>	<p>Co-ordinate activities: arrange next visit of expert. Establish committee. Educate all departments in the importance of statistics.</p>
<p>Road map to improve J&S stats (2 yrs)</p>	<p>Establish committee and obtain endorsement. Establish reporting lines and clear project plans for GDDS work. Look at various classifications (UN etc) to ensure existing and new systems fit with these requirements. Look at integration plans for the various systems. Improve change management across stakeholders and agencies in the justice arena.</p>
<p>3. Specific Planning</p>	
<p>What do you want for the next mission?</p>	
<ul style="list-style-type: none"> - Three priorities 	<p>Integration of GDDS project into existing national plans Detailed readiness review of the state in each domain</p>
<ul style="list-style-type: none"> - What activities needed during visit 	<p>Meeting between technical expert and Office of PM (as Guardians of national infrastructure development) Revise country work-plan in finer detail Meetings of steering committee and TA expert Look at manual systems in one region/agency</p>
<ul style="list-style-type: none"> - List some training needs to be discussed during visit 	<p>TA look at methods and training and to offer advice Need for statisticians to receive additional training</p>
<ul style="list-style-type: none"> - List institutional problems 	<p>Committee not yet endorsed Need to establish firmer structures for committee and supporting activity Manual systems in place in various/most institutions/sectors Develop closer relations between Statistical Office and Crime/Justice stakeholders</p>
<ul style="list-style-type: none"> - Define own preparations before visit 	<p>Draw up an agenda for the Steering Committee Define and get agreement for activities Assess readiness of each agency Ensure support of Office of the PM</p>
<ul style="list-style-type: none"> - Define outputs, results from visit 	<p>Achievable and deliverable country work-plan, including timescales</p>

	Seychelles
1. What questions do you still have	No further questions
2. General objective: to improve J&S stats	Enhance collaboration amongst partners in existing committee. Try to computerise more of the component justice systems. Publish a wider scope of justice statistics. Increase types of justice and security statistics through greater use of surveys. Produce an annual report including information from all component parts of the justice system.
Police - Objectives IT change - Content Change - Desired outputs (1 yr)	Re-engineer the existing system to cater for current and future data needs, and to accommodate connectivity between other systems. And improve quality of data, and completeness of data capture.
Prosecution - Objectives IT change - Content Change - Desired outputs (1 yr)	Prepare a data collection tool for immediate use. Improve consistency in record keeping.
Courts - Objectives IT change - Content Change Desired outputs (1 yr)	Finalise computerisation of system – and review design to ensure the necessary information can be captured. Improve the consistency in record keeping.
Probation - Objectives IT change - Content Change Desired outputs (1 yr)	Prepare a data collection tool for immediate use. Improve consistency in record keeping.
Prisons - Objectives IT change - Content Change Desired outputs (1 yr)	Improve the existing data collection tool. Improve coverage of information held on prisoners.
CSOs - Objectives IT change - Content Change Desired outputs (1 yr)	More use of surveys.

Road map to improve J&S stats (2 yrs	Finalise court system and train users. Agree reporting outputs and obtain information in NSB. Prepare publication of a crime and justice statistical report. Also, design a data collection tool to assist the courts.
3. Specific Planning	
What do you want for the next mission?	
- Three priorities	1 Assessment of progress-to-date 2 Develop victimisation survey 3 Analysis and output of crime and justice statistics
- What activities needed during visit	Assess recommendations from first TA visit Assessment of mechanisms already in place and identify areas for improvement Review Tourist security survey Develop structure and questionnaire Tabulations with respect to output report Topics for development in the survey Assist in preparation of report on justice and security statistics and advice on types of analysis
- List some training needs to be discussed during visit	Training for data collections Technical advice on sampling of case files (for ad hoc research in agencies)
- List institutional problems	N/A
- Define own preparations before visit	Liaise with partners on Committee to share mission objectives Prepare data capture tools for relevant domains and start implementation Prepare a draft survey plan and resourcing of the survey
- Define outputs, results from visit	Field tools, questionnaire and supporting documents to carry out survey Proposals for further enhancements Proposals for publication of crime and justice statistics

	Tanzania
1. What questions do you still have	None at present
2. General objective: to improve J&S stats	
Police - Objectives IT change - Content Change - Desired outputs (1 yr)	Move from paper to automated or computerised systems for data capture. Need to identify appropriate software and hardware. Need to link information between local offices and HQ/centre. Consider classifications and review existing data capture forms. Aim to have an efficient data capture solution. Consider dissemination formats. Enhance outputs coverage and content. Also improve use of data in decision-making.
Prosecution - Objectives IT change - Content Change - Desired outputs (1 yr)	As above.
Courts - Objectives IT change - Content Change Desired outputs (1 yr)	As above.
Probation - Objectives IT change - Content Change Desired outputs (1 yr)	As above.
Prisons - Objectives IT change - Content Change Desired outputs (1 yr)	As above.
CSOs - Objectives IT change - Content Change Desired outputs (1 yr)	Define role of CSO in the GDDS area: at present it is unclear what role CSO is able to play, because of resource difficulties, or would play if more resources were available.
Road map to improve	

J&S stats (2 yrs	
3. Specific Planning	1. August 2008? 2. February 2009?
What do you want for the next mission?	Preparation of visit programme and inform all agencies, including statistics office – and to identify representatives from each agency Raise awareness of GDDS programme amongst all agencies
- Three priorities	Raise awareness of use of statistics amongst policy makers Capacity building – to train staff in statistical methods and ICT Review and preparation of classifications and data capture forms
- What activities needed during visit	Meet the steering committee Visit all domains to assess current situation Meet with head of each domain to discuss problems, issues and potential solutions Meet with Crime and Justice stakeholders to present recommendations Consider Zanzibar position with respect to national needs Meet with CSO to discover long term position regard to Justice and Security Statistics
- List some training needs to be discussed during visit	See above
- List institutional problems	Lack of awareness amongst policy makes Lack of trained personnel in data collection and ICT Lack of computer equipment – particularly at local level Lack of links and integration between the various domains
- Define own preparations before visit	Need to arrange meetings for expert. To liaise with expert during May-August period about visit
- Define outputs, results from visit	To raise crime and justice statistics in government priorities An efficient data collection mechanism Increased coverage of data collection Better dissemination of data Improved use of statistics in policy formulation Share and publish statistical information on crime and justice

Annex D List of electronic attachments to report of the Mauritius workshop

PowerPoint Files

Annex PP1 – Uses of Statistics on Justice and Security – Chris Lewis: Module Manager

Annex PP2 – Generic Use of Standard Software in improving Justice and security Statistics – Etienne De Fortier, GeoSpace, South Africa

Annex PP3 – Generic Use of Standard Software in improving Justice and security Statistics (Compressed) – Etienne De Fortier, GeoSpace, South Africa.

Annex PP4 – Victimisation Surveys – Jon Simmons, Office for National Statistics, UK

Annex PP5 – Presenting Crime and Justice Statistics - Jon Simmons, Office for National Statistics, UK

Annex PP6 – Problems of Statistical classifications - Chris Lewis, Module manager

Annex PP7 – Statistical Quality and Indicators – Chris Lewis, Module manager

Annex PP8 – GDDS Phase II Progress Report: Kenya

Annex PP9 – Justice and Security Statistics - Status of Mauritius

Annex PP10 – Justice and Security Statistics - Seychelles