

International Training and Technical Cooperation in Labor Statistics, 2012



Bureau of Labor Statistics
U.S. Department of Labor



Scheduled Seminars:

Survey Methods
Economic Indicators
Measuring Productivity
Constructing Consumer Price Indexes
Constructing Producer Price Indexes and
Import and Export Price Indexes
Projecting Tomorrow's Workforce Needs
Labor Market Information
Presenting Economic Data and Information

Seminars arranged upon request include:

Data Dissemination
Managing Statistical Programs
Occupational Safety and Health Statistics
Technology and Survey Processing
Wages, Earnings, and Benefits

Customized Programs

Overseas Seminars

Consultations

Schedule of Seminars and Tuition for 2012¹

Seminars	Tuition
<i>Survey Methods</i> April 30 – May 4, 2012	\$2,000
<i>Economic Indicators</i> May 7 – 18, 2012	\$3,800
<i>Measuring Productivity</i> June 11 – 15, 2012	\$2,000
<i>Constructing Consumer Price Indexes</i> June 18 – 22, 2012	\$2,000
<i>Constructing Producer Price Indexes and Import and Export Prices Indexes</i> June 25 – 29, 2012	\$2,000
<i>Projecting Tomorrow's Workforce Needs</i> July 9 – 13, 2012	\$2,000
<i>Labor Market Information</i> September 17 – 28, 2012	\$3,800
<i>Presenting Economic Data and Information</i> November 5 – 9, 2012	\$2,000

Please note that the application deadline for scheduled seminars is one month prior to the start date of the seminar. If the application deadline for a seminar has passed and you would like to attend, please contact ITCinfo@bls.gov to inquire about late registration.

¹ Schedule and tuition are subject to change with advance notice.

Overview

The U.S. Bureau of Labor Statistics (BLS) is one of the largest labor statistics organizations in the world. The BLS Division of International Technical Cooperation strengthens statistical development around the world through technical cooperation, seminars, and customized training programs. For over 65 years BLS has assisted statistical organizations in the collection, processing, analysis, dissemination, and use of labor statistics. Fees are charged for BLS technical services.

Each year, BLS conducts several seminars of one to two weeks' duration at its training facilities in Washington, DC. These seminars bring together statisticians, economists, analysts, and other data users from countries all over the world. Each seminar is designed to strengthen the participants' ability to collect and analyze economic and labor statistics; seminars include lectures, discussions, and workshops.

In addition to the scheduled seminars, customized programs in labor statistics and price indexes may be arranged. Customized programs may be scheduled before or after seminars for participants attending more than one program, or at any other time during the year.

Such seminars may be held either for a single country or for several countries in the same region. BLS also makes available technical experts to serve as consultants overseas, at the request of individual governments or international organizations.

Short-term international visitors are welcome at BLS. Visits are arranged for individuals, as well as for groups of all sizes. Visitors include economists, statisticians, researchers, analysts, managers, academics, trade union representatives, business leaders, and journalists.

For additional information, please contact:

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Seminar Descriptions

Survey Methods (April 30 – May 4, 2012): The foundation of any survey is its design, survey methods, and principles. This program presents basic statistics as well as information on sampling techniques, survey design, non-response issues, interview techniques, focus groups, and analysis of time series.

Economic Indicators (May 7 – 18, 2012): Economic and business decisions are based on economic information and the status of economic activity. Policy-makers, businesses, consumers, and governments constantly utilize economic information to assess how well the economy is performing. This seminar identifies key economic indicators, and how they signal changes in the direction of the economy or economic activity. The program develops participants' abilities to analyze the impact of and correlation among important economic indicators. Economic indicators to be discussed include: employment, wages, productivity, prices, industrial production, manufacturing and trade statistics, currency exchange rates, money supply and interest rates, and employment projections.

Measuring Productivity (June 11 – 15, 2012): Productivity is one of the major determinants of the standard of living. Techniques for compiling productivity measures for the total economy, major sectors, industries, and individual production units or firms are explored. Topics covered include: definitions and concepts; methodology for calculating output per hour and multifactor productivity measures; sources of data; trend analysis; uses of productivity measures; and techniques for making international productivity comparisons.

Constructing Consumer Price Indexes (June 18 – 22, 2012): This seminar presents the theory, techniques, and methodologies for planning, designing, maintaining, and implementing statistical programs for the measurement of consumer prices and expenditures. This seminar covers consumer expenditure surveys and consumer price indexes only. Techniques for analyzing data on consumer prices and expenditures will be discussed.

Constructing Producer Price Indexes and Import and Export Price Indexes (June 25 – 29, 2012): This seminar presents the theory, techniques, and methodologies for planning, designing, maintaining, and implementing statistical programs for the measurement of producer prices. Techniques for analyzing data on producer prices will be discussed. Import and export price indexes measure the change over time in the prices of goods or services purchased from abroad by residents (imports) or sold to foreign buyers by residents (exports). Import and export price indexes, along with the Consumer Price Index and Producer Price Index, form the basis of measuring the change in the prices of goods and services in an economy. Import and export price indexes are primarily used to deflate foreign trade statistics. They are also a valuable input into the processes of measuring inflation, formulating fiscal and monetary policy, forecasting future prices, conducting elasticity studies, measuring U.S. industrial competitiveness, analyzing exchange rates, negotiating trade contracts, and analyzing import prices by locality of origin. Participants in this program will learn how import and export price indexes are constructed and used.

Projecting Tomorrow's Workforce Needs (July 9 – 13, 2012): This seminar focuses on the use of various sources of data for projecting future workforce needs, and on the analysis of projections for planning and developing human resource programs and policies. The program describes various sources of workforce information, their uses and adequacy, methods of collecting the information, and the analysis and adjustment of data for use in workforce projections. A portion of this seminar will be devoted to methods and techniques of projecting workforce needs by industry and occupation. The application of employment projections and supply of workforce will be covered, including the development of policies and programs for education and training, employment services, and employment opportunities.

Labor Market Information (September 17 – 28, 2012): Labor market information is essential for tracking and analyzing the economy of a country. National and local governments need labor market information to reduce unemployment, generate employment, or plan training programs to meet the needs of industry. Labor market information is valuable to local and regional planning agencies as well as industries and businesses looking for site locations, seeking ways of attracting and retaining skilled workers, or assessing the scope and size of potential markets. Labor unions also find this information useful for determining comparable wage and compensation levels, local working conditions, and training needs. This seminar focuses on a variety of household and business establishment surveys used to measure the labor force, employment, unemployment, hours and earnings. Techniques for using data from administrative sources to develop a universe list of business establishments will be discussed. All aspects of the surveys will be discussed including concepts and definitions, sample selection, questionnaire design, collection methodologies, estimation procedures, analysis and dissemination of data.

Presenting Economic Data and Information (November 5 – 9, 2012): This seminar will draw on the experience of BLS staff and others in displaying and reporting statistical data. Effective tools and approaches to clearly and objectively presenting data to a variety of audiences and users will be discussed. BLS staff will share widely accepted best practices for creating data tables and graphs. Writing press releases, reports, and analytic articles will be discussed. Participants will apply the skills learned during the seminar to critique and improve existing data products published by their organization. Throughout the seminar, participants will be exposed to varied presentation vehicles and tips on how to create them. A discussion is included on the various customers that use statistical data and the ways in which they use them, to highlight the benefits of clear and effective presentation of data. Workshops are included to put the skills learned into practice.

Examples of Seminars Arranged Upon Request

Data Dissemination: The most important step after data analysis is data dissemination. BLS follows rigid guidelines for releasing labor statistics. Data confidentiality, dissemination practices and methods of dissemination, and international standards for data dissemination will be presented.

Managing Statistical Programs: The key to a successful survey or census is the ability to properly manage it from beginning to end and to produce accurate and objective data that are useful to the public and government. There are many obstacles to be faced. This seminar will demonstrate the decision process experienced managers have followed in the administration of statistical programs. It will examine management structures for field organizations, training regimens, staff turnover, and conducting multiple surveys with the same staff. Scheduling of sequential activities in design, data collection, and processing of data will be discussed.

Occupational Safety and Health Statistics: Safety in the workplace is an important concern for all employers and workers. Occupational safety and health statistics are receiving more attention in the international statistical community. The seminar will focus on collecting data on the number of workforce injuries, illnesses, and fatalities in private industry. In addition, the seminar will discuss how to collect demographic data and details on the nature of the disabling condition, the part of the body injured, the cause of the injury, and the length of stay away from work for a sample of the incidences.

Technology and Survey Processing: Information technology is moving forward at an ever-increasing pace. New products, concepts, applications, and productivity tools are being introduced continually. It is increasingly difficult for users and information technology professionals to keep abreast of the changes. The seminar will detail new information technologies, application areas, and support services being used at the Bureau of Labor Statistics. Presentations will include discussion of costs, directional trends, the decision process used to determine the appropriate technologies, and operational issues. This information will help participants develop their own set of strategies for acquiring and using new information technologies.

Wages, Earnings, and Benefits Statistics: Wages, earnings, and benefits account for a substantial part of a country's national income. The magnitude of these figures underscores the importance of an adequate statistical program measuring employee compensation and employment costs trends. Reliable statistics on wages, earnings, and benefits are useful to labor and management in collective bargaining and other labor negotiations. Governments also use such statistics when formulating public and monetary policy. Knowledge of levels, structures, and trends of pay rates and benefit practices is required in the analysis of current economic developments and in studies relating to wage dispersion and differentials. The seminar focuses on survey design, data collection, survey processing, and analysis of data on wages, earnings, and benefits.

Customized Programs

Customized Programs at BLS

In addition to scheduled seminars, BLS may arrange customized programs upon request on any topic related to labor statistics or price indexes for individual participants or groups. Such programs usually range in duration from a few days to one or two weeks. The content of each program is individually designed to meet the needs of the participant(s). Customized programs may include attendance at selected seminar sessions, discussions with subject matter specialists. The cost of each customized program depends upon program duration and any administrative costs incurred.

Overseas Seminars

The Bureau of Labor Statistics will conduct one or two-week training programs overseas. These programs are custom-designed to meet the specific needs of the participants, their organizations, and sponsors. The programs may be in any area of BLS's expertise. The cost of overseas seminars depends upon the number of instructors required, the duration of the seminar, travel and per diem costs, and the cost of simultaneous interpretation and translation of materials (if needed). An overseas seminar may be cost-effective when a number of participants from one country or region need training in the same subject area. Due to the time required to plan an overseas seminar, requests for such programs should be submitted to BLS at least 6 months in advance of the desired starting date.

Consultations

BLS also makes available technical experts to serve as consultants. The consultant works with country statisticians to improve or implement labor statistics or price programs; they may also provide training during their visits. Consultant trips are usually for two weeks and may be part of a program comprised of training in Washington, DC, and overseas consulting and training. The cost of these services includes the expert's salary and benefits for the duration of the consultation, airfare, lodging, meals, and other expenses, as well as an administrative fee. Requests for technical experts should include a clear statement of the purpose of the consultation. Due to the planning time required, requests for consultations should be submitted to BLS at least 6 months in advance of the desired starting date.

International Visitors

Short-term international visitors are welcome at BLS. Visits are arranged for individuals, as well as for groups of all sizes. A typical visit lasts about two hours. Meetings are conducted in English. Non-English speaking visitors must bring their own interpreter. Every visit is unique and is organized to meet the needs and interests of the visitor(s). Requests for visits to BLS should be made as far in advance as possible, and include the following information: preferred dates and time of visit to BLS; names of visitors and their organizations; names of interpreters (when applicable); and a detailed description of the topic(s) of interest. Please contact BLS for information on cost.

Requests for customized programs, overseas seminars, consultations, and visits may be made by letter, telephone, fax, or e-mail.

2012 TRAINING APPLICATION

Division of International Technical Cooperation, U.S. Bureau of Labor Statistics
Room 2190, 2 Massachusetts Avenue, NE, Washington, DC 20212-0001

Telephone: (202) 691-5666

Fax: (202) 691-7900

E-mail: ITCinfo@bls.gov<http://www.bls.gov/ITC>**APPLICANT INFORMATION**

SURNAME		GIVEN NAME			DATE	
SEX Male <input type="checkbox"/>	Female <input type="checkbox"/>	DATE OF BIRTH Month Day Year	PLACE OF BIRTH City Country	PASSPORT Number Country		
EDUCATION (Highest Degree)			FIELD OF STUDY			
JOB TITLE AND DESCRIPTION OF JOB DUTIES						
EMPLOYER						
MAILING ADDRESS (Street or P.O. Box)						
CITY			COUNTRY			
TELEPHONE		FAX		E-MAIL		
<input type="checkbox"/> Proficient in Reading English? <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Proficient in Speaking English? <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Proficient in Writing English? <input type="checkbox"/> Yes <input type="checkbox"/> No		

COURSES REQUESTED

- | | |
|--|---|
| <input type="checkbox"/> Survey Methods (\$2,000)
April 30 – May 4, 2012 | <input type="checkbox"/> Constructing Producer Price Indexes and
Import and Export Price Indexes (\$2,000)
June 25 – 29, 2012 |
| <input type="checkbox"/> Economic Indicators (\$3,800)
May 7 – 18, 2012 | <input type="checkbox"/> Projecting Tomorrow's Workforce Needs (\$2,000)
July 9 – 13, 2012 |
| <input type="checkbox"/> Measuring Productivity (\$2,000)
June 11 – 15, 2012 | <input type="checkbox"/> Labor Market Information (\$3,800)
September 17 – 28, 2012 |
| <input type="checkbox"/> Constructing Consumer Price Indexes (\$2,000)
June 18 – 22, 2012 | <input type="checkbox"/> Presenting Economic Data and Information (\$2,000)
November 5 – 9, 2012 |
| <input type="checkbox"/> Customized Program requested. Please specify the topic(s)
and preferred dates for a Customized Program below:

Requested dates: _____

Requested topic(s): _____ | |

ACCOMMODATIONS

- Yes, reserve hotel accommodations for me. (Requires flight arrival information 2 weeks prior to seminar.)
- No, I will arrange my own accommodations.

FINANCIAL SPONSOR INFORMATION

- I have not yet started to seek financial sponsorship.
- Financial sponsorship has been requested from the following organization:
- Financial sponsorship has been granted by:

NOTE: Sponsor must complete the BLS Training Payment Agreement.