

Trade and Development Board
Working Group on Measuring
E-Commerce and the Digital Economy

First meeting

Geneva, 3-4 December 2019

Item 2 of the provisional agenda

Adoption of the agenda and organization of work

Provisional agenda and annotations

I. Provisional agenda

1. Election of officers
2. Adoption of the agenda and organization of work
3. Revision of the UNCTAD *Manual for the Production of Statistics on the Information Economy* (2009)
4. Measuring domestic and cross-border e-commerce
5. Topics for future consideration by the Working Group
6. Adoption of the Chair's summary

II. Annotations

Item 1

Election of officers

1. The Working Group (WG) on Measuring E-Commerce and the Digital Economy will elect a Chair and a Vice-Chair-cum-Rapporteur.

Item 2

Adoption of the agenda and organization of work

2. The Working Group may wish to adopt the provisional agenda contained in chapter I above.
3. It is proposed that the first plenary meeting of the WG, which will start at 10 a.m. on Tuesday, 3 December 2019, should be devoted to procedural matters (items 1 and 2 of the provisional agenda) and an introduction by the Secretariat. The closing plenary meeting, on Wednesday 4 December 2019, will be devoted to the adoption of the Chair's draft summary and proposed topics for future discussion. In view of the short duration of the meeting, the Chair and Vice-Chair-cum-Rapporteur will be authorized to finalize the summary after closure of the meeting.
4. The remaining sessions will be devoted to substantive items 3, 4, and 5 of the provisional agenda.

Documentation

Non-paper

Provisional agenda and annotations

Item 3

Revision of the UNCTAD *Manual for the Production of Statistics on the Information Economy* (2009)

5. At its third session held in April 2019, the Intergovernmental Group of Experts (IGE) on E-commerce and the Digital Economy decided that the Working Group would have as its first task the revision of the UNCTAD *Manual for the Production of Statistics on the Information Economy*. The last version of the *Manual* dates to 2009 and needs to be revised to reflect changes in the digital economy landscape of the past 10 years.

6. The *Manual* is a tool for staff of national statistical organizations responsible for producing official statistics on e-commerce and the digital economy. It is intended to guide statisticians from developing countries in all steps involved in the production and dissemination of statistics regarding the use of information and communication technologies (ICT) by enterprises, the ICT sector, on e-commerce and on international trade in ICT goods and services (including ICT-enabled services).

7. Producing statistics on the digital economy is an increasingly important component of the work of national statistical organizations. Demand for such statistics has increased as more countries seek to design, monitor and review national policies and strategies to take advantage of the evolving digital economy. The private sector needs information about access to and use of, ICTs by various consumer groups, as well as information about the impact of ICTs. At the international level, comparable ICT indicators are critical to cross-country comparisons of ICT development and to monitor the global digital divide.

8. Under this agenda item, the WG will review:

- Changes since 2009
- Conceptual frameworks, statistical standards and indicators, data sources and data collection
- Model questions and questionnaires, survey design and dissemination
- Institutional and other issues
- Good practices from countries

<i>Documentation</i>	
Non-paper	Draft <i>Manual for the Production of Statistics on the Digital Economy – 2020 Revised Edition</i>
UNCTAD/SDTE/ECB/2007/2/REV.1	<i>Manual for the production of Statistics on the Information Economy – 2009 Revised Edition</i>

Item 4

Measuring domestic and cross-border e-commerce

9. The Intergovernmental Group of Experts (IGE) on E-commerce and the Digital Economy, at its third session in April 2019, recognized the need for enhancing the availability of official statistics on e-commerce and the digital economy, especially in developing countries, in support of evidence-based policymaking. In view of the scarcity of official statistics on domestic and cross-border e-commerce, the IGE decided that the first meeting

of the WG would discuss the current availability of such statistics and possible ways to improve it.

10. In line with its Terms of Reference, the WG will aim to contribute to and advance cooperation on measuring e-commerce and will avoid duplication with other relevant, ongoing work. During discussion of this item, the WG will hear from international organizations and individual organizations on their experiences in trying to measure e-commerce.

11. The WG is invited to consider the following guiding questions for its discussion:
- What are possible sources for statistics on e-commerce and their respective advantages and disadvantages?
 - What are the main barriers to collecting statistics on domestic and cross-border e-commerce?
 - What are good practices from countries that can be emulated?
 - What could UNCTAD do to help countries produce e-commerce statistics that are internationally comparable?

Documentation

Non-paper Review of progress and pending challenges in measuring domestic and cross-border e-commerce 2016-2019

TN/UNCTAD/ICT4D/06 *In Search of Cross-border E-commerce Trade Data - UNCTAD Technical Notes on ICT for Development N°6*

Item 5

Topics for future consideration by the Working Group

12. The IGE on E-Commerce and the Digital Economy will decide the provisional agenda items to be discussed by the WG at its second meeting. The next session of the IGE will take place in April 2020. The WG is expected to propose to the IGE several topics for future discussion.

13. Delegates are invited to make suggestions of topics that could be of interest.

Item 6

Adoption of the Chair’s summary

14. The WG will adopt the Chair’s summary, which will be reported to the IGE on E-Commerce and the Digital Economy at its fourth session in from 29 April to 1 May 2020.

Experts are requested to submit any contributions to the UNCTAD secretariat as soon as possible. Contributions that share examples of good practices and lessons learned in the production of statistics on e-commerce and the digital economy are particularly welcome, as are proposals on topics for future discussion. For further information, please contact Scarlett Fondeur (scarlett.fondeur.gil@unctad.org), Economic Affairs Officer, Information and Communications Technology Policy Section, Division of Technology and Logistics.