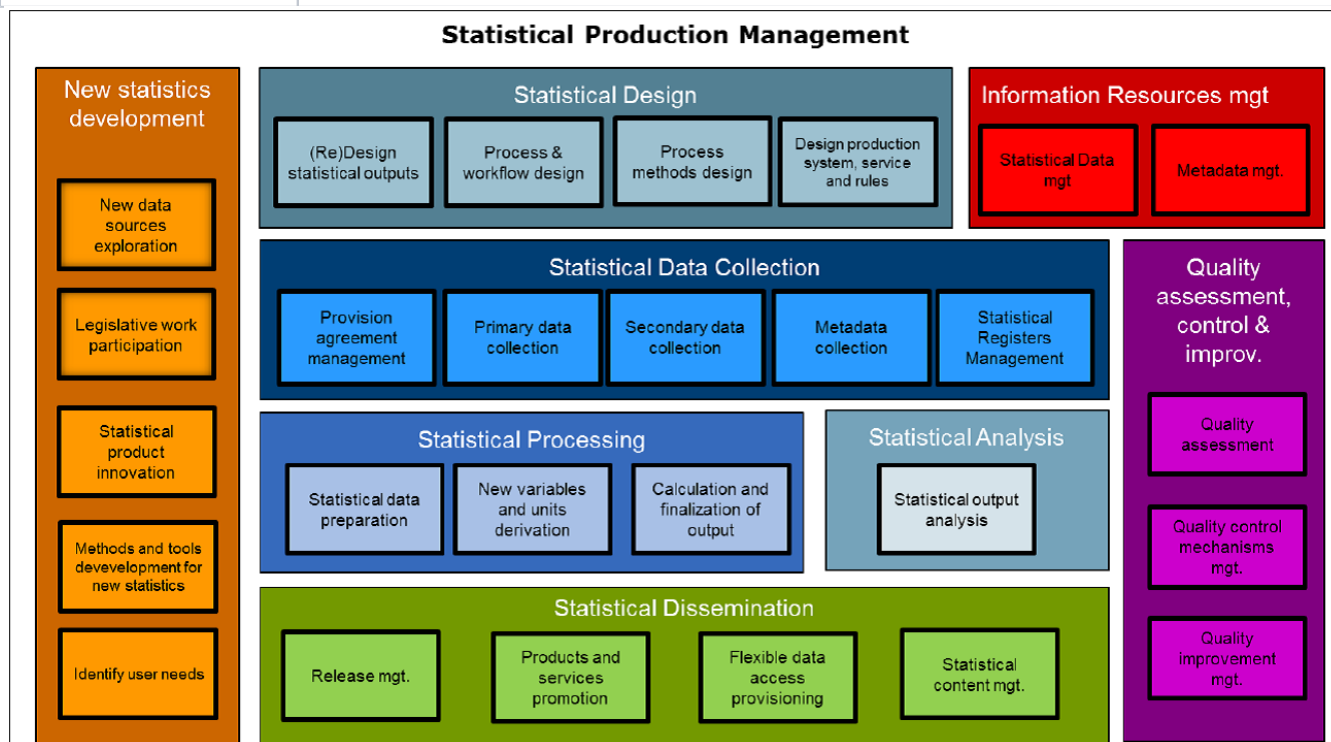


Investment Glossary

Capability to be enhanced: These categories are based on the business capabilities model developed by a task force overseen by Eurostat, and working in the context of the European Statistical System "Vision 2020".

Strategy management	Includes capabilities such as maintenance and consolidation of strategic relations, strategic planning, policy definition, PPM (Project Portfolio Management) and budget definition.
Corporate support management	Includes capabilities such as management of legal framework, administrative information, human resources, IT, security, procurement, finances and quality.
Statistical production: new statistics development	
New data sources exploration	The ability to explore the potential value of new data sources for improving existing statistics or innovating to obtain new statistics.
Legislative work participation	The ability to participate in and influence legislative work that forms the legislative basis of official statistical production in a way that will support decision makers and be regarded as useful and important.
Statistical product innovation	The ability to innovate i.e. create new statistical products based on existing data sources and the exploration of new data sources that are useful and important to users.
Methods and tools development for new statistics	The ability to effectively develop methods and tools to support the exploration and innovation of new statistical products.
Identify user needs	The ability to collect, assess and translate user needs into statistical outputs.
Statistical production: statistical design	
(Re) Design statistical outputs	The ability to design statistical output so that it is valid and useful for the user based on sound statistical methodologies.
Process & workflow design	The ability to design statistical production processes and workflows in an effective and flexible manner to ensure efficient production as well as ensuring the easy replication/reusability of the processes. This includes data collection, process & analysis, and dissemination.
Process methods design	The ability to develop, maintain and enhance methods to be delivered by statistical processing services supporting statistical production.
(Re) Design production system, statistical processing services, and rules	The ability to design and implement the necessary systems to deliver and combine statistical processing services and related rules for the production of statistics.
Statistical production: statistical data collection	
Provision agreement management	The ability to conclude provision agreements with information providers (explicit or implicit) to provide data according to requirements (timeliness, confidentiality, quality, transmission protocol, authorship, ...).
Secondary data collection	The ability to manage the process of requesting, receiving and testing data from administrative sources as well as other data sources (big data, internet data, scanner data, ...).
Primary data collection	The ability to set up and manage surveys through to their finalization and transfer to processing and analysis.
Metadata collection	The ability to enrich the received data with metadata to support the further processing and analysis as well as the dissemination of the statistical output.
Statistical registers management	The ability to set up, maintain and provide "register" services supporting collection and integration of data.
Statistical processing	
Statistical data preparation	The ability to efficiently integrate data from different sources, classify and code data, review and validate the data as well as edit the data and perform imputations to improve the information set quality. This requires shared methods, processes and workflows.
New variables and units derivation	The ability to derive new variables & units for the statistical output according to shared methodologies.
Calculation and finalization of output	The ability to calculate the necessary weights and aggregates and prepare output data for analysis and dissemination using shared methodologies and processes.
Statistical production: statistical analysis	
Statistical output analysis	The ability to validate outputs as well as interpret & explain outputs and finalize output for dissemination using shared methodologies and processes.
Statistical production: statistical dissemination	

Release management	The ability to manage the release of statistical output as well as accompanying content according to release schedules so that users have predictable and equal access to data.
Products and services promotion	The ability to promote the statistical output for potential users and notify the press and other stakeholders about statistical output.
Flexible data access provisioning	The ability to make statistical output data and metadata flexibly available for manual and machine-to-machine access through multiple channels.
Statistical content management	The ability to author and manage the distribution of content related to the statistical output. This includes press releases, interpretations, and reports.
Statistical production: statistical quality management	
Quality assessment	The ability to assess the quality of statistical processes as well as output according to shared standards and practices.
Quality control mechanisms management	The ability to set up, execute, monitor, and evaluate control mechanisms in the production process to ensure a high quality of statistical output.
Quality improvement management	The ability to perform continual quality improvement of statistical outputs and processes and (measurably) increase customer satisfaction.
Statistical production: information resources management	
Data management	The ability to manage data (including personal and unit level data) efficiently and securely through the entire life cycle from data collection to dissemination.
Metadata management	The ability to manage metadata throughout the production cycle.



Innovation activity	Activities that are mainly about research and innovation to develop new capabilities or new types of output.
Transformational projects	Activities that are mainly about updating or re-engineering existing processes, tools methods, sources or outputs.
Harvesting projects	Applying existing methods or tools to additional processes. This includes activities to reduce the number of methods and tools used for similar purposes.

Low	Low risk that the capability will not be delivered according to the plan.
Medium	Medium risk that the capability will not be delivered according to the plan.
High	High risk that the capability will not be delivered according to the plan.

Business impact measures the value that the completion of this capability will bring to the organisation. This is measured in term of the number of staff affected.

Low	Less than 5% of staff affected by the completion of this capability.
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Medium	Between 5% and 25% of staff affected by the completion of this capability.
High	More than 25% of staff affected by the completion of this capability.

The maturity level indicates the likely timing of the development of the capability. Four stages of maturity are identified. Please select the estimated time (year and quarter) for the completion of each stage. For activities in progress, some stages might be completed already.

Level 1: Plan	The organisation is planning the development of a capability. This requires a study of change requirements, and the prioritisation of options.
Level 2: Specify Needs	The organisation is defining the detailed set of requirements and outputs which form the basis for the project's goals. This includes the stakeholder consultation and research to better understand requirements and possible solutions. It also includes clarifying and limiting the project's scope, to guide the final desired outputs. The requirements will describe in detail the format, timing of the solutions to be produced.
Level 3: Design and Develop	The organisation is designing the capability elements and developing / testing practical solutions. This level ends with the release of a usable solution.
Level 4: Implement	The organisation is integrating the solutions into production processes.