



January 30, 2006

**IPUMS Workshop : « Global Integration of Census Microdata, June 7-10, 2006 to take place in Paris as a satellite meeting of the 2<sup>nd</sup> IPUMS-Europe workshop**  
**June 8-9 : Institut National d'Études Démographiques 133, bd Davout**  
**June 10: Ecole des Hautes Etudes en Sciences Sociales EHESS, 54, bd Raspail**  
Robert McCaa, [rmccaa@umn.edu](mailto:rmccaa@umn.edu) Françoise Gubry [fgubry@ceped.cirad.fr](mailto:fgubry@ceped.cirad.fr)

The next IPUMS workshop will take place in Paris, France, June 7-10, in conjunction with the meeting of the European regional meeting. Unfortunately, the date for the event is fast approaching. It may difficult for some statistical agencies to complete the tasks necessary in time for a delegate to attend the workshop.

If, on the contrary, your agency considers it likely that the four tasks listed below can be completed in time, please complete the attached registration form and notify me by email without delay so that the necessary funding may be reserved.

The tasks to be completed before May 1 are as follows:

1. Endorse 4 copies of the letter of understanding (2 will be returned duly signed by the University)
2. Entrust to the MPC microdata for censuses for which they still exist (1970-present)
3. Supply to the MPC copies of the following documentation for each census for which microdata exist
  - a. Enumeration forms (not needed if already in the CD "Census Questionnaires of Africa")
  - b. Instructions to enumerators
  - c. Data dictionaries specifying the structure of the microdata
  - d. Codebooks for education, administrative geography, occupation, etc.
  - e. Other technical or methodological reports useful for facilitating the good use of the microdata
4. Submit a signed invoice for the payment of each complete set of census microdata supplied to the project (US\$5,000 per census—this price includes a license to disseminate integrated census microdata under the conditions of the IPUMS-International letter of understanding)

At the seminar, each delegate will present a brief report on the microdata availability and the comparability with international standards and practices.

Please be assured that all costs of participation are covered by the project. Documentation and data supplied to the project should be sent by courier service (see instructions below). Payment for the data and license will be made upon receipt of your invoice. We hope that you will be able to join us in Paris. Your cooperation with the IPUMS-International initiative is greatly appreciated.

Cordially,

Robert McCaa,  
Professor of History, U. of Minnesota  
IPUMS International Projects Coordinator



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**Workshop “Integrating Global Census Microdata”  
to be held in Paris as a satellite meeting of 2<sup>nd</sup> IPUMS-Europe Workshop**

**June 8-9: Institut national d'études démographiques 133, blvd Davout**

(Location: <http://www.ined.fr/englishversion/institute/infopraticA.htm> )

**June 7, 10: Ecole des Hautes Etudes en Sciences Sociales EHESS, 54, blvd Raspail**

Funding:

**Minnesota Population Center (MPC)**

National Institutes of Health, *IPUMS-Europe*, Grant HD047283

National Science Foundation, *IPUMS-International*, Grant SES-0433654

**Centre d'Estudis Demogràfics (CED)**

European Community Sixth Framework Program,

Coordinating the Integration of the European Census Microdata, CIECM, Grant No. 515829.

**Centre Population et Développement (CEPED)**

and the **Institut National d'Études Démographiques (INED)**

**Goals:**

1. Assemble microdata and documentation for each census and country: Prepare 3 tables (forms to be provided to each statistical office—see example for Austria)
  - a. Table 1 is to be used to as a shipping record of microdata and documentation entrusted to the project.
  - b. Table 2 describes, for each country, the censuses to be harmonized and the corresponding microdata to be entrusted to the project.
  - c. Table 3 lists the variables available in each census.
2. Report on the census microdata available to the project and briefly discuss major harmonization issues for each country, census-by-census, question-by-question, concept-by-concept, code-by-code. For an example please see:  
[http://www.hist.umn.edu/~rmccaa/ipums-europe/austria/austria\\_workshop\\_report.pdf](http://www.hist.umn.edu/~rmccaa/ipums-europe/austria/austria_workshop_report.pdf)
3. Discuss methodologies and procedures of the IPUMS project
4. Address questions and concerns regarding any aspects of the project

**Agenda: (Following details are preliminary)**

**Wednesday, June 7, 17:00. Place to be determined.**

- **18:00 Inauguration: Dr. Patrick Festy, Robert McCaa, & Albert Esteve**
- **19:00 Dinner: Hosted by the MPC, INED and CED**

**Thursday, June 8, 09:00-18:00. INED, 133, blvd Davout**

- **IPUMS-Europe reports: Integration designs for Family, household, relationship to head, and education variables.**

**Friday, June 9, 09:00-18:00. INED, 133, blvd Davout**

- **IPUMS-Europe reports: Integration designs for Family, household, relationship to head, and education variables.**

**Saturday, June 10, 09:00-13:00. EHESS, 54 blvd. Raspail**

- **IPUMS-International reports: Census microdata and documentation to be integrated.**

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**Invited Delegates (one delegate per country)—preliminary listing**

**Europe:** .

1. **Country Reports (invited):** Bulgaria, Ireland, Italy, Norway, Poland, Russia, and Switzerland
2. **Integration Designs (geography, family, education and economic variables):** Austria, Czech Republic, France, Germany, Greece, Hungary, Netherlands, Portugal, Romania, Slovenia, Spain, Turkey, and the UK

**Beyond Europe, IPUMS-International (invited):** Algeria, Argentina, Bangladesh, Ethiopia, Indonesia, Jamaica, Republic of Korea, Morocco, Tanzania, Thailand, Uganda, Ukraine

**IPUMS:**

- Metadata: Dr. Matt Sobek, MPC
- Microdata: Dr. Albert Esteve, CED-Barcelona
- Confidentiality: Dr. Robert McCaa, MPC
- Applications: Dr. Patrick Festy, INED

**Web Sites**

***Getting started:***

- **Guidelines for country reports:**  
[http://www.hist.umn.edu/~rmccaa/ipums-global/country\\_report\\_guidelines.pdf](http://www.hist.umn.edu/~rmccaa/ipums-global/country_report_guidelines.pdf)
- **Table 1: Inventory of census documentation available for microdata harmonization (questionnaires, instructions, codebooks, etc.)**  
[http://www.hist.umn.edu/~rmccaa/ipums-global/table1\\_docs.xls](http://www.hist.umn.edu/~rmccaa/ipums-global/table1_docs.xls)
- **Table 2: Summary description of each census and microdata sample**  
[http://www.hist.umn.edu/~rmccaa/ipums-global/table2\\_data.xls](http://www.hist.umn.edu/~rmccaa/ipums-global/table2_data.xls)
- **Table 3: Variable availability by census year**  
[http://www.hist.umn.edu/~rmccaa/ipums-global/table3\\_vars.xls](http://www.hist.umn.edu/~rmccaa/ipums-global/table3_vars.xls)

***IPUMS-Global Project documents:***

- **IPUMS-Global: the project (proposal, calendar, guidelines, tables):**  
[www.hist.umn.edu/~rmccaa/ipums-global](http://www.hist.umn.edu/~rmccaa/ipums-global)
- **Overview:** [http://www.hist.umn.edu/~rmccaa/ipums-global/overview\\_ipumsi.pdf](http://www.hist.umn.edu/~rmccaa/ipums-global/overview_ipumsi.pdf)
- **Challenges and methods:**  
[http://www.hist.umn.edu/~rmccaa/ipums-global/methods\\_ipumsi.pdf](http://www.hist.umn.edu/~rmccaa/ipums-global/methods_ipumsi.pdf)
- **“The microdata revolution: a brief history”:**  
[www.hist.umn.edu/~rmccaa/census\\_microdata\\_revolution.doc](http://www.hist.umn.edu/~rmccaa/census_microdata_revolution.doc)

***Production Sites:***

- **Integrated Microdata Dissemination:** <https://www.ipums.org/international>
- **IECM Integrating European Census Microdata (CED-Barcelona):**  
[www.ced.uab.es/iecm](http://www.ced.uab.es/iecm)
- or <http://www.hist.umn.edu/~rmccaa/ipums-europe>



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**IPUMS-Europe/Global Workshop, Paris, France: June 7-10, 2006**

**- Participant Registration - DATE: January 26, 2006**

**Robert McCaa, [rmccaa@umn.edu](mailto:rmccaa@umn.edu) and Patrick Festy, [festy@ined.fr](mailto:festy@ined.fr)**

**Travel arrangements.** The National Science Foundation (USA) through the IPUMS-Global project will pay air-fare and per-diem for one delegate from each invited statistical agency to attend the IPUMS workshop June 7-10, 2006. Please inform me at your earliest convenience of the name of the delegate so that an official invitation may be extended by the **Institut National d'Études Démographiques** for the purpose of obtaining a visa or other travel documents. Per diem (\$264, which includes food, lodging, ground transportation and incidentals for 4 days maximum) will be paid by the Minnesota Population Center (MPC). Travel paid by the project must be booked through the MPC by University Travel, Minneapolis MN. University Travel will reserve your flights, at project expense, economy class round-trip from your departure city to Paris. **Please note: the project cannot reimburse tickets purchased from airlines or other travel agencies.** Additional costs for stopovers, extensions (to another city), upgrades, or late or changed bookings (after May 7, 2006) may be made through University Travel but extra costs must be paid by the traveler (see below). Once the booking is made, any changes are the responsibility of the traveler, including additional charges, if any. Please note that tickets are non-refundable.

*NOTE: Participant is responsible for arranging visa or other travel documents as well as for booking lodging (unless assistance is requested). A list of suggested hotels is on the attached workshop agenda. Please fax (1+612.626-8375) or email the following information at your earliest convenience to Kris Michaelson ([micha013@umn.edu](mailto:micha013@umn.edu)) with a copy to me ([rmccaa@umn.edu](mailto:rmccaa@umn.edu)) and subject: "IPUMS Paris Workshop"*

Participant Name(s): \_\_\_\_\_ Family Name(s) \_\_\_\_\_

Institutional Affiliation: \_\_\_\_\_ Title: \_\_\_\_\_

Institutional Address, Street: \_\_\_\_\_

Departure City: \_\_\_\_\_ Country: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Date of Departure (to arrive in Paris on or before June 7, 14:00): \_\_\_\_\_

Preferred Date of Return (June 11, or June 10 after 18:00): \_\_\_\_\_

Preferred Carrier: \_\_\_\_\_ frequent-flyer #, if desired: \_\_\_\_\_

Passport (Country): \_\_\_\_\_ NO. \_\_\_\_\_ Expiry date: \_\_\_\_\_

*If payment of per diem in Euros is preferred, please check this box:*

**If you prefer that we book your hotel, list hotel name:** \_\_\_\_\_

**web/email/ or tel. contact info:** \_\_\_\_\_ **arrival date:** \_\_\_\_\_

**First night lodging will be guaranteed by your per-diem (or credit card if info is listed below).**

**If your travel itinerary requires extra charges** (due to stop-over, extension, up-grade, accompanying traveler, etc.), please supply credit card information. *(This information is needed only if extra charges are anticipated.)*

Credit Card: \_\_\_\_\_ NO: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Name of cardholder: \_\_\_\_\_

Address of cardholder: \_\_\_\_\_

**Thank you** for your cooperation. We look forward to seeing you in Paris!



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### Lodging Information

Note: *each delegate is responsible for making his/her own hotel reservation, unless assistance is requested on the registration form. Delegates may stay at any hotel. The allowance is \$264 for each day that the delegate attends the workshop to a maximum of 4 days (includes food, lodging, ground transportation, and any incidentals; please see the registration form for details).* The INED building is located about 45 min. by bus or subway from the center of Paris, whereas EHESS is more centrally located. The following is a short list of hotels that are near the EHESS except one which is near the INED:

#### **Near INED (far from EHESS): metro Picpus.**

Rapport qualité /prix tres interessant Near place de la Nation, a lot of brasseries  
<http://www.hotelduprintempsarl.fr/> single 60 euros with breakfast buffet  
HÔTEL DU PRINTEMPS \*\*NN  
80 Boulevard de Picpus 75012 PARIS  
tél: 01 43 43 62 31 fax: 01 49 28 97 11  
Email: contact@hotelduprintempsarl.fr

#### **Near EHESS: Hotel Sevres Azur, room single: 85 euros + breakfast**

22 rue de l'Abbé Grégoire, 75006 Paris  
early reservation needed (small hotel, nicely renovated)  
tel 00 33 1 45 48 84 07 fax 00 33 1 42 84 01 55  
mail: sevres.azur@wanadoo.fr,  
<http://www.hotelsevresazur.com/>

Also near EHESS, EXPENSIVE:

Holiday Inn PARIS-ST. GERMAIN DES PRES  
92 RUE DE VAUGIRARD PARIS, 75006  
Réservations : 0800 917 164 Réception de l'hôtel : 33-1-49548700  
Fax de l'hôtel : 33-1-49548701  
Email : [Holidayinn.psg@hotels-res.com](mailto:Holidayinn.psg@hotels-res.com)  
<http://www.ichotelsgroup.com/h/d/hi/350/fr/hd/parsg>

3/ 85/100 euros, near Luxembourg garden, not far from EHESS. Quiet, nice lobby.

Hotel Perreyve  
63 rue Madame 75006 Paris  
01 45 48 35 01 <http://hotelperreyve.com/>

4/ Quartier latin, 10 minutes walk to EHESS:

2 stars :rooms are very small, but are priced accordingly

<http://hotel-saintjacques.com/>

Hôtel Saint-Jacques

35 rue des Ecoles 75005 PARIS

Tél : 33(0)1 44 07 45 45 Fax : 33(0)1 43 25 65 50 or direct to hotel:

Hotel de Suez (from 65/90 euros)

Address: 31 Boulevard Saint-Michel PARIS 5th

Tel. : 33(0)1 53 10 34 00 Fax : 33(0)1 40 51 79 44

<http://www.hoteldesuez.fr/>

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## Letter of Understanding

### **Integrated Public Use Microdata Series International** and [National Statistics Institute of Country X]

Purpose. The purpose of this letter is to specify the terms and conditions under which metadata and microdata produced by the [National Statistics Institute of Country X] shall be distributed by **Integrated Public Use Microdata Series International** of the University of Minnesota.

1. Ownership. The [National Statistics Institute of Country X] is the owner and licensee of the intellectual property rights (including copyright) in the metadata and microdata of [Country X] acquired by the University of Minnesota to be distributed by **Integrated Public Use Microdata Series International**. This agreement explicitly authorizes release to the University of microdata of [Country X] that may be in the possession of third parties. The University is obligated to provide to the [National Statistics Institute of Country X] timely notice of any such acquisitions and, upon request and without cost, provide copies of same.
2. Use. These data are for the exclusive purposes of teaching, scientific research and publishing, and may not be used for any other purposes without the explicit written approval, in advance, of the [National Statistics Institute of Country X].
3. Authorization. To access or obtain copies of integrated microdata of [Country X] from **Integrated Public Use Microdata Series International**, a prospective user must first submit an electronic authorization form identifying the user (i.e., principal investigator) by name, electronic address, and institution. The principal investigator must state the purpose of the proposed project and agree to abide by the regulations contained herein. Once a project is approved, a password will be issued and data may be acquired from servers or other electronic dissemination media maintained by **Integrated Public Use Microdata Series International**, the [National Statistics Institute of Country X], or other authorized distributors. Once approved, the user is licensed to acquire integrated metadata and microdata of [Country X] from **Integrated Public Use Microdata Series International** or other authorized distributors. No titles or other rights are conveyed to the user.
4. Restriction. Users are prohibited from using data acquired from the **Integrated Public Use Microdata Series International** or other authorized distributors in the pursuit of any commercial or income-generating venture either privately, or otherwise.
5. Confidentiality. Users will maintain the absolute confidentiality of persons and households. Any attempt to ascertain the identity of a person, family, household, dwelling, organization, business or other entity from the

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microdata is strictly prohibited. Alleging that a person or any other entity has been identified in these data is also prohibited.

6. Security. Users will implement security measures to prevent unauthorized access to microdata acquired from **Integrated Public Use Microdata Series International** or its partners.
7. Publication. The publishing of data and analysis resulting from research using metadata or microdata of [Country X] is permitted in communications such as scholarly papers, journals and the like. The authors of these communications are required to cite [**National Statistics Institute of Country X**] and **Integrated Public Use Microdata Series International** as the sources of the data of [Country X], and to indicate that the results and views expressed are those of the author/user.
8. Violations. Violation of the user license may lead to professional censure, loss of employment, and/or civil prosecution. The University of Minnesota, national and international scientific organizations, and the [National Statistics Institute of Country X] will assist in the enforcement of provisions of this accord.
9. Sharing. **Integrated Public Use Microdata Series International** will provide electronic copies to the [**National Statistics Institute of Country X**] of documentation and data related to its integrated microdata as well as timely reports of authorized users.
10. Jurisdiction. Disagreements which may arise shall be settled by means of conciliation, transaction and friendly composition. Should a settlement by these means prove impossible, a Tribunal of Settlement shall be convened which will rule upon the matter under law. This Tribunal shall be composed of an arbitrator, which shall be selected by the ICC International Court of Arbitration. This agreement shall be governed by, and construed in accordance with, generally accepted principles of International Law.
11. Order of Precedence. In the event of a conflict between a term or condition of this Letter of Understanding and a term or condition of any Contract, to which this Letter of Understanding is attached, the term or condition in this Letter of Understanding shall prevail.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

**Regents of the University of Minnesota**

By: Kevin J. McKoskey, Sponsored Projects Administration

Date: \_\_\_\_\_

Signed: \_\_\_\_\_



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IPUMS-International Census Microdata Harmonization Project

**Invoicing and payment instructions for census microdata, documentation & dissemination licenses**

*All materials entrusted to the project are governed by the*

*IPUMS-International letter of understanding:*

[http://www.hist.umn.edu/~rmccaa/IPUMSI/understanding\\_ipums-international.pdf](http://www.hist.umn.edu/~rmccaa/IPUMSI/understanding_ipums-international.pdf)

Upon presentation of invoice, the project pays a fee to the corresponding national statistical authority of US\$5,000 per complete census microdataset entrusted to the project. This fee is intended to cover marginal costs of the dissemination license, preparing copies of the microdata and documentation as well as incidentals for providing a modest amount of consulting or translation assistance regarding unusual terms or concepts.

Payment is made upon receipt of microdata, documentation, and official invoice. To reduce administrative costs as well as bank transaction charges, please bill for all censuses on a single invoice, unless a long delay is expected in providing one or more datasets (such as the most recent census or a historical microdataset requiring recovery). The invoice should provide the following information:

- Name of Statistical Agency
- Address
- Telephone, fax, name and email of contact person
- Amount to be paid (US\$ 5,000 per census supplied)
- Datasets (e.g., "Microdata and documentation for the 1980, 1990 and 2000 censuses of [X]")
- Signature and date

Payment will be made by check drawn to the Statistical Agency or other official bank account.

Request for payment to individuals cannot be honored. If payment by wire is preferred, please provide the following:

- bank name
- branch name and street address
- bank swift code and routing number
- account number and name (Statistical Agency or related official account)

Please send the signed invoice (and banking information for direct deposit) along with documentation and the microdata on CD or tape by courier mail (FEDEX account #: 2221-6454-0 or DHL #967271835) to:

Robert McCaa, Minnesota Population Center  
225 19th Ave. S. 50 Willey Hall  
Minneapolis, MN 55455 USA  
Tel. 1+612-624-5818

Reference: IPUMS: [Country]

Please confirm shipment, indicating contents, date shipped, name of courier service, and package tracking number, by email to: [rmccaa@umn.edu](mailto:rmccaa@umn.edu)

The following is requested for each census for which complete or partial microdata exist. Please send on CD, where available. Paper copies entrusted to project will be scanned and copies returned.

1. Census microdata (both edited and unedited versions, where available)
2. Census questionnaires (enumeration forms)
3. Census enumerator instructions
4. For each census, data definition files or "codebooks" (definitions of record structures, column location of variables and labels for codes, such as the U.S. Census Bureau "IMPS" data dictionary files), including nomenclatures for administrative geography, occupation, industry, education, etc.
5. Copies of technical reports on census operations, data editing, sampling methods, comparability, data quality, post enumeration surveys, phrasing of questionnaires, etc.—any extant documentation that would be of assistance in promoting the highest standards of integration and use.

Thank you!

Robert McCaa, Professor of Population History and IPUMS-International Project Coordinator



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## IPUMS-Global/Africa Calendar

IPUMS-Global Census Microdata Harmonization Project

**Calendar** (revised: January 6, 2006) <http://www.hist.umn.edu/~rmccaa/ipums-global>  
dissemination site: [www.ipums.org/international](http://www.ipums.org/international) (harmonized microdata for 8 countries)

Thanks to the support of official statistical agencies around the globe (see list of partners below) and major funding by the National Science Foundation of the USA, one of the world's largest, integrated scientific instruments for the study of human populations is now under construction. The database will contain anonymized microdata samples, encompassing as many as 50 censuses and totalling more than 100 million person records. Researchers already are using, free of cost, integrated microdata for 8 countries: Brazil, China, Colombia, France, Kenya, Mexico, USA and Vietnam from the IPUMS.

Constructing the Global database will be easier than what many imagine. From the IPUMS-International work completed so far, we have learned that many country projects can be underway simultaneously without the need for a great deal of travel or consultation between them. Many problems are readily resolved by email. The Latin America project, which began in 2003 and the Europe project which began in 2004, serve as prototypes. They may be viewed at: [www.hist.umn.edu/~rmccaa/ipums-global](http://www.hist.umn.edu/~rmccaa/ipums-global) Click "Latin America" or "Europe".

Please note that computer work will be performed at the Minnesota Population Center (MPC) using software tools already developed from working on the first eight countries. The project has 4 phases: collection, preparation, harmonization and dissemination. With each National Statistical Institute (NSI) partner, advancing from one stage to the other is determined by when the work is completed:

1. **Collection Phase** ("year 1"): See below: "Billing Instructions", "Documentation Needed" & "Microdata Specifications". Please send these materials via courier service.
  - NSI: Provide copies of original documentation and microdata for each census
  - MPC: Pay license fees to NSI; recover endangered microdata
  - Workshops, March 6, 2005, Seattle WA; Barcelona, Spain July 25-28, and Paris, June 7-10, 2006.
2. **Preparation Phase** ("year 2"): Country-specific details will be provided once we have examined the country's census documentation and microdata.
  - MPC: Scan and translate documentation as necessary; validate and clean microdata, confirming record structure and contents (work to begin as soon as received).
  - NSI: Provide methodological assistance with anonymization and integration issues, particularly difficult country-specific variables, such as administrative geography, unusual economic or educational variables, etc.
3. **Harmonization Phase** ("year 3"):
  - MPC: Design integration tables for each variable (original code, harmonized code); write metadata for users explaining comparability strengths and weaknesses
  - NSI: Test alpha site for methodological coherence and consistency
4. **Dissemination Phase** ("year 4" and beyond):
  - MPC: Provide harmonized extracts to researchers; conduct workshops at regional or international meetings to promote use by national researchers; provide NSI partners with usage data and publications resulting from research using integrated microdata
  - NSI: receives copy of integrated metadata and microdata for the individual country on CD for distribution to national users. Multiple countries are available from the project website.