

European Code of Practice

Activity 3.1 Assessment of quality, documentation and metadata
EU Twinning Project JO/13/ENP/ST/23

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Today's agenda

10:00 – 12:00: Workshop with external users about 'output'

- Presentation of participants (name, organization, brief mentioning of usage of statistics)
- The twinning project
- The European Statistics Code of Practice – why is it important for the users of statistics
- Discussion of principles 11-15

13:00 - 13:30: Discussion of recommendations from activity 3.1

13:30 - 15:30: DoS workshop about 'institutional framework'

- Discussion of principles 1-6

Code of Practice

Institutional environment	Statistical processes	Statistical output
1: Professional independence 2: Mandate for data collection 3: Adequacy of resources 4: Commitment to quality 5: Statistical confidentiality 6: Impartiality and objectivity	7: Sound methodology 8: Appropriate statistical procedures 9: Non-excessive burden on respondents 10: Cost effectiveness	11: Relevance 12: Accuracy and reliability 13: Timeliness and punctuality 14: Coherence and comparability 15: Accessibility and clarity



Principle 1: Professional independence

- + 1. Independence of NSI is specified in law
- + 2. The head of NSI is of the highest professional calibre
- + 3. Responsibility for ensuring independent development and dissemination of statistics
- + 4. Sole responsibility for deciding methods, standards and procedures and the content and timeliness of statistical releases
- 5. Statistical work program and periodic progress reports are published
- + 6. Statistical releases separately from political statements
- + 7. NSI comments on statistical issues incl. criticisms and misuse of official statistics
- + 8. The appointment of head of NSI is based only on professional competence



Principle 2: Mandate for Data Collection

- + 1. Mandate to collect information specified in law
- (+) 2. NSI allowed by law to use administrative records for statistical purpose
- + 3. On basis of a legal act NSI may compel response to statistical surveys



Principle 3: Adequacy of Resources

- (+) 1. Adequate resources i.e. staff, financial and it – to meet current European statistics needs
- (+) 2. The scope, detail and cost of European statistics are commensurate with the needs
- 3. Procedure exist to assess and justify demands for new European statistics against their cost
- 4. Procedure exist to assess the continuing need for all European statistics, to see if any can discontinued or curtailed to free up resources



Principle 4: Quality Commitment

1. Product quality is regularly monitored according to the ESS quality components
- Processes are in place to
 2. monitor the quality of data collection, processing and dissemination
 3. deal with quality considerations, including trade-offs within quality, and to guide planning for existing and emerging surveys
4. Quality guidelines are documented and staff are well trained. Known to the public
5. Regular and thorough review of the key statistical outputs – may include external experts



Principle 5: Statistical Confidentiality

- + 1. Guaranteed by law
- + 2. Staff in NSI sign legal confidentiality commitment
- + 3. Substantial penalties for any wilful breaches of statistical confidentiality
- + 4. Instructions and guidelines
- + 5. Physical and technical provisions to protect the security and integrity of statistical databases
- + 6. Strict protocols apply to external users accessing statistical microdata for research purposes



Principle 6: Impartiality and Objectivity

- + 1. Statistics are compiled on an objective basis determined by statistical considerations
- + 2. Choices of sources and statistical techniques are informed by statistical considerations
- + 3. Errors discovered in published statistics are corrected at the earliest possible date and published
- + 4. Information on methods and procedures used by the statistical authority are publicly available
- + 5. Statistical release date and times are pre-announced
- 6. Advance notice is given on major revisions or changes in methodologies
- + 7. All users have equal access to statistical releases. Pre-release limited and controlled. If leak, revise arrangements
- + 8. Statistical releases and statements made in press conferences are objective and non-partisan



Principle 7: Sound Methodology

- + 1. Follow European and other international standards, guidelines and good practices
- + 2. Standard concepts, definitions and classifications are consistently applied throughout the statistical authority
- + 3. The business register and the frame for population surveys regularly evaluated and adjusted in order to ensure quality
- 4. Detailed concordance between national classifications and sectorisation systems and corresponding European systems
- + 5. Graduates in the relevant academic disciplines are recruited
- + 6. Staff attend international training courses and conferences ... to learn from the best and to improve their expertise
- 7. Cooperation with scientific community to improve methodology .. and external reviews to assess the quality and effectiveness of the methods



Principle 8: Appropriate Statistical Procedures

1. Administrative data: definition and concepts a good approximation to those required for statistical purposes
- + 2. Questionnaires are systematically tested prior to data collection
- + 3. Survey designs, sample selections and sample weights are well based and regularly reviewed and updated
- + 4. Field operations, data entry and coding are routinely monitored and revised as required
- + 5. Appropriate editing and imputation computer systems are used and regularly reviewed, revised or updated
6. Revisions follow standard, well-established and transparent procedures
7. NSI are involved in design of administrative data
- (+) 8. Agreements are made with owners of adm. data which set out their shared commitment to use administrative data for statistics purposes
9. NSI co-operate with owners of adm. data in assuring data quality

Principle 9: Non-Excessive Burden on Respondents

- + 1. The range and detail of European statistics demands is limited to what is absolutely necessary
- + 2. The reporting burden is spread as widely as possible over survey populations through appropriate sampling techniques
- ? 3. The information sought from businesses is, as far as possible, readily available from accounts and electronic means used when possible
4. Best estimates and approximations are accepted when exact details are not readily available
5. Administrative sources are used whenever possible
- + 6. Data sharing within statistical authorities is generalised in order to avoid multiplication of surveys

Principle 10: Cost Effectiveness

1. Internal and independent external measures monitor the statistical authority's use of resources
2. Routine clerical operations are automated to the extent possible
3. The productivity potential of ICT is optimised for data collection, processing and dissemination
4. Proactive efforts are made to improve the statistical potential of administrative records and avoid costly direct surveys



Principle 11: ? Relevance

1. Processes are in place to consult users, monitor the relevance and practical utility of existing statistics in meeting their needs and advice on their emerging needs and priorities
- (+) 2. Priority needs are met and reflected in the work programme
3. User satisfaction surveys are undertaken periodically



Principle 12: ? Accuracy and Reliability

1. Source data, intermediate results and statistical outputs are assessed and validated
- (+) 2. Sampling errors and non-sampling errors are measured and systematically documented according to the framework of the ESS quality components
3. Studies and analyses of revisions are carried out routinely and used internally to inform statistical processes



Principle 13: Timeliness and punctuality

- + 1. Timeliness meets the highest European and international dissemination standards
- + 2. A standard daily time is set for the release of European statistics
- + 3. Periodicity of European Statistics takes into account user requirements as much as possible
- + 4. Any divergence from the dissemination time schedule is published in advance, explained and a new release date set
- (+) 5. Preliminary results of acceptable aggregate quality can be disseminated when considered useful



Principle 14: Coherence and Comparability

- + 1. Statistics are internally coherent and consistent (arithmetic and accounting identities observed)
- + 2. Statistics are comparable or reconcilable over a reasonable period of time
- + 3. Statistics are compiled on the basis of common standards with respect to scope definitions, units and classifications in the different surveys and sources
- (+) 4. Statistics from different surveys and sources are compared and reconciled
- (+) 5. Cross-national comparability of the data is ensured through periodical exchanges between the European statistical system and other statistical systems; methodological studies are carried out in close cooperation between member states



Principle 15: Accessibility and Clarity

- + 1. Statistics and corresponding metadata are presented and archived in a form that facilitates proper interpretation and meaningful comparisons
- + 2. Dissemination services use modern ICT and, if appropriate, traditional hard copy
- 3. Custom-designed analyses are provided when feasible and are made public
- 4. Access to microdata can be allowed for research purposes. This access is subject to strict protocols
- 5. Metadata are documented according to standardised metadata systems
- 6. Users are kept informed on the methodology of statistical processes including the use of administrative data
- 7. Users are kept informed about the quality of statistical outputs with respect to the ESS quality criteria

