

STATE COUNCIL ON STATISTICS OF RA
RESOLUTION No53

25 June 2001

ON
APPROVEMENT OF THE ORDER ON PROTECTION OF STATISTICAL CONFIDENTIALITY

Guided by the provisions of the e) item of the third part of the 10 Article and 12-th part of the 14 Article of RA Law on “State Statistics” the State Council on Statistics of RA decides:
to approve the “Order on Protection of Statistical Confidentiality”

Adopted
by the Resolution No 53
“25” June 2001
State Council on Statistics of RA

ORDER

On Protection of Statistical Confidentiality

I. General provisions

1. The given order determines the order of protection, use and publication of information consisting of statistical confidentiality (hereinafter, statistical confidentiality), rights and obligations of participants of relations raised around the statistical confidentiality, and has been developed in accordance with provisions of 7-12 parts of the 14 Article of the RA Law on “State Statistics”.

2. All concepts used in this order have the same meaning as are established by the laws regulating the legal background of statistical confidentiality.

II. Legal background of statistical confidentiality

3. Relations regarding the statistical confidentiality are regulated by the RA Law on “State Statistics”, “Three-year state statistical work programs”, RA Law «On Population Census”, **RA Law «On Agricultural Census”**, other laws, by this order, and other legislative acts in cases and frameworks foreseen by the law.

III. The circle of the order’s operation

4. Provisions of the given order are mandatory to the body implementing the state statistics (National Statistical Service of RA), staff-members of its territorial and functional units (including

former members), members of the State Council on Statistics (including former members), legal and physical persons provided and providing services (work) to the body implementing the state statistics, persons and establishments received an information containing a statistical confidentiality according to the established order, as well as to the providers of statistical information.

IV. Statistical confidentiality

5. Those Statistical data are considered as a confidential, through of which it is possible directly or indirectly to reveal (unify, identify) the provider of statistical information, to obtain individual (personal) information. Data that are accessible to public from other sources would not be considered as a statistical confidentiality. In the sense of the given order, according to the obligation defined by the law actual publications in state official bulletins and other means of mass media are considered as other sources.

6. Direct revealing of the provider of statistical information is taking place, when a name, location, unification code of classification is known. Indirect revealing is taking place, when it is possible to reveal the individuality of any unit in the absence of above-mentioned data, but through the other complementary data within the sensible framework of time, expenditures and human efforts apply.

7. Statistical data containing confidentiality could be individual (personal) micro-data or summary data (by analytical breakdown of aggregation level).

8. Micro-data are considered as individual data that are belonging to the one certain statistical information provider (i.e. they are statistical confidentiality), that could be a physical person, household, legal person or an initial unit of administrative and territorial division.

9. Summary (tabular) data are the result of statistical (including administrative) activity. Summary data are usually in table format. Summary (tabular) data containing statistical confidentiality before their publication (revealing) are changed with a purpose to let down the level of possibility of data unification up to the logically acceptable level (excluding the direct and indirect identification) in sense of confidentiality keeping. Data change methods are those that are known in the international statistical practice, such as territorial summarizing method, method of rule of minimal units, prevails rule method, method of approximation, noise effect method, recoding method, etc. Choice of concrete applied method is implemented by the Commission mentioned in the Chapter 5 of the given order. The concrete method of the change implementation could not be revealed.

V. Commission on statistical confidentiality issues

10. The body implementing the state statistics foresees the “Commission on statistical confidentiality issues (working group)” (hereinafter Commission) in its system that is responsible to systematically update and evaluate all the processes and procedures regarding the statistical confidentiality. Commission is created by the mandate of the Chairman of the National Statistical Service of RA (NSS RA); its working order is established by the Chairman of the NSS RA. Commission takes measures to follow permanently trends of development of methods, actions and technologies on data security and statistical confidentiality, as well as to discuss with statistical information providers and statistical information users issues on their application.

VI. Environment of statistical confidentiality

11. To organize the protection of statistical confidentiality, it is necessary to distinguish the following four environments to work with the statistical data:

The first environment is the environment for preliminary statistical data collection and input, as well as transmission of entered statistical data. This transmission could be implemented electronically by communications support as well.

The second environment is the environment for the protection and processing of entered data received from the first environment, where there is implemented the summing up of data and their preparation to conduct scientific and research work. Summarized and prepared for the scientific and research work data are transmitted to the third environment.

The third environment is the environment for the protection of summarized statistical data that serves as a basis to prepare statistical publications. Imputations and estimations are implemented in that environment as well.

The fourth environment is the environment for dissemination of statistical data through the publications, NSS RA` s library and Internet.

12. For each environment of statistical confidentiality protection there are established separate rules of work by the Commission with the agreement of the relevant member of the State Council on Statistics, those rules are obligatory to follow for all the staff-members having right to work in the given environment.

VII. Protection of statistical confidentiality

13. Body implementing state statistics guarantees the protection of information containing statistical confidentiality. For that purpose the body implementing state statistics takes measures by established order and doesn't allow (exclude) an illegal access to databases containing statistical confidentiality, an illegal dissemination and use of those data.

14. The data (individual) containing statistical confidentiality are only kept in the form of electronic (digital) databases without the time restriction (the time for keeping hard copies that are the basis for those data is not defined and these data could be destroyed after the data entry, checking, coding and editing).

15. The access to information containing statistical confidentiality is limited by those persons that implement a state statistical work for the implementation of their official duties only by that part, which is necessary for the implementation of these works.

16. For the present and former staff-members of the body implementing state statistics, as well as those persons and organizations that render to this body services (works) or rendered in the past, it is not allowed to publish (discover) an information containing statistical confidentiality trusted them or known during their service, as well as their use in own or third persons interests, to give to the third persons the direct or indirect possibility of such a use, i.e. to permit, not prevent or make it possible as a result of violation of the order of a such information protection.

VIII. Use and publication of information containing statistical confidentiality

17. The information containing statistical confidentiality is used for statistical purposes.

Data use exclusively by the law and the given order for the summarized statistical state of facts and statistical analyze is considered as the use for statistical purposes.

18. Statistical information providers have the right to receive information about them containing statistical confidentiality from the databank of the body implementing state statistics by the written request. In case of legal person the request is provided by the executive body or other body having appropriate authority established by its regulation.

In the request submitted by statistical information providers it should be obligatory noted:

a/ in case of physical persons, required data, the name (names) of statistical document (documents) serving as basis for those data collection, period and then the name, surname, passport

data and place of residence of the request provider. Physical persons' requests are obligatory validated by the signature and stamp.

b/ in case of legal persons, required data, the name (names) of statistical document (documents) served as basis for this data collection, period, and then the name, place of location, certificate number at the state register, registration number of the taxpayer, as well as the first letter of name, surname and title of the request provider. Legal persons' requests are obligatory validated by the signature and stamp.

In the request submitted by the statistical data provider in case of absence of any condition noted in the second paragraph of this point, discrepancy or absence of required information in the databank of the body implementing state statistics and (or) in case of not maintaining of a such registration the provision of statistical data is refused.

19. Dissemination of information containing statistical confidentiality orally or written through the mass media or other way, make it known to the third person or persons, make direct or indirect possibility to seek a such information, i.e. to permit, not prevent or make it possible as a result of violation of the order of a such information protection is considered as a publication (discovery) of statistical confidentiality.

20. Data containing statistical confidentiality should not be published or by other form disseminated. They could be published or disseminated only:

a/ in case of written agreement of its provider. In case of legal person the agreement is given by its executive body or other body having appropriate authority established by its regulation. The agreement could consist of limitations on data use.

b/ when they are data reflecting natural or other monopoly activity, non-publication (non-dissemination) of those data will essentially affect on keeping of principles of the statistical information completeness. In such cases the decision on publication (dissemination) is reached by the State Council on Statistics of RA.

c/ when collected data are provided to the staff-member of the body implementing state statistics and (or) to persons rendering services to this body, if:

- those are necessary to implement statistical works,
- if by these person's "functional obligations" (or by established order in the legal contract on rendering services) the provisions are included on the following: persons will abstain from publication (discovery) of information containing statistical confidentiality trusted them or known related to their work, as well as from their use or publication (discovery) in their own or third persons interests.

d/ In exclusive cases, by form and part that is not allowing the possibility of direct discovery of individual (personal) data with purposes of implementation of scientific and research work by the decision of the State Council on Statistics of RA.

For the purposes of implementation of scientific and research work, according to the written request by the above-mentioned order, individual (micro-data) or summary (tabular) data could be provided

The State Council on Statistics of RA could make a decision on provision of data containing statistical confidentiality, if the expected results of scientific and research work don't refer to individual (statistical) units that are subject to discovery and if it's guaranteed the protection of statistical confidentiality (i.e. non-publication and non-provision) within the framework of scientific and research work. It should be adopted by the validated document of scientific and educational (scientific and research) organization. It is also supposed the restriction of access to information containing statistical confidentiality for the purposes of implementation of scientific and research work by those persons, that are needed this information for the implementation of defined works. The State Council on Statistics of RA has to be sure that the provision of data by this way will not

injure the concrete statistical information provider that is important guarantee for the body implementing state statistics to have confidence and reliable statistics.

With a purpose to provide scientific and research society, and other organizations, institutions and individuals requesting anonymous data from censuses and sample surveys for scientific and research purposes, the relevant units of the NSS RA could publish anonymous databases at the NSS RA`s Website. Those regular surveys are:

Population Censuses (not more than 10% selected anonymous data of general population are subject to publish)

Agricultural Censuses (not more than 10% selected anonymous data of general population are subject to publish)

Sample Surveys of Households (anonymous data)

Labour Force Surveys (anonymous data of sample surveys)

Other sample (focus) surveys (anonymous data).

IX. Responsibilities for violation of rules of statistical confidentiality use, protection, publication and dissemination

21. The violation of rules of use, protection, publication and dissemination of data containing statistical confidentiality are called to responsibility according to the order determined by the Law.

REGISTERED
BY THE
MINISTRY OF JUSTICE OF RA
31 July 2001
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