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General Notice

NAMIBIA STATISTICS AGENCY

No. 481

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NAMIBIA NATIONAL STATISTICS SYSTEM STANDARD FOR DATA AND STATISTICS DISSEMINATION

The Namibia NSS standard for Data and Statistics Dissemination was issued by the Statistician-General in line with the provisions of Part VI dealing with the NSS Coordination, section 36 dealing with standards, of the Statistics Act, 2011 (Act No. 9 of 2011).

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1. Purpose

The “Data and Statistics Dissemination Standard” prescribes the standard to be followed by all data and statistics producers when releasing statistical products. In particular, the standard will assist the statistics producers in enhancing the availability of their data and statistics in a timely and comprehensive manner. The standard will be implemented in line with the Namibia Quality Assurance Framework for Statistics (NQAFS), to improve the quality of statistical data and dissemination.

2. Scope and applicability

This standard outlines the requirements for publication and dissemination of data and statistics in Namibia. The standard is applicable to all data and statistics producers in the NSS who are responsible for producing data and statistics for public consumption.

3. Normative reference

The following documents are essential for the application of this standard:

- 3.1 Statistics Act, 2011 (Act No. 9 of 2011)
- 3.2 Namibia Statistics Policy, 2015
- 3.3 Data Collection, Processing and Dissemination Policy and Practice, 2015
- 3.4 Code of Practice: Professional and Ethical Standards applicable to Statistics Producers, 2015
- 3.5 Namibia Quality Assurance Framework for Statistics, 2020
- 3.6 International Monetary Fund (IMF), General Data Dissemination System (GDDS) standard, latest version
- 3.7 Guideline for Quality Reviewing of Statistical reports, 2020

4. Glossary

For the execution of this standard, the following definitions applies:

4.1 Anonymization

process of removing direct and indirect identifiers from the survey file to conceal the characteristics and identity of individual respondents.

4.2 Data

information from a survey, census or administrative source used to produce statistics.

4.3 Dissemination

release to the public information obtained through a statistical collection or report.

4.4 Data producers

includes the Namibia Statistics Agency or any government body that undertakes primary data collections or produces administrative data and where civil societies, private or international organization obtained approval in terms of section 35(5) of the Statistics Act, 2011 (Act No. 9 of 2011), to conduct a statistical collection.

4.5 Data set

any organized collection of similar data, sharing a structure, which cover a fixed period of time.

4.6 Metadata

description of the characteristics (content, quality and condition) of statistical or spatial data.

4.7 Microdata

unit-level data obtained from sample surveys, censuses, and administrative systems on the characteristics of a population, such as individual, household, establishment, agricultural holding, etc.

4.8 Publication

preparation and issuing of a book, report, journal article, brief and other works for public consumption

4.9 Statistics

aggregated numerical information relating to demographic, economic, financial, environmental, social or similar matters, at national, regional or local level, which is compiled and analyzed according to relevant scientific and statistical methodology, and includes statistics on spatial data, available in digital or other applicable format.

4.10 Statistics producers

includes the Namibia Statistics Agency or any government body that produces statistics and where civil societies, private or international organization obtained approval in terms of section 35(5) of the Statistics Act, 2011 (Act No. 9 of 2011), to conduct a statistical collection.

4.11 Timeliness

lapsed time between the end of a reference period (or a reference date) and dissemination of data or statistics.

5. Requirements**5.1 Release of Statistical reports**

5.1.1 All statistical reports shall be released officially by the Statistician-General or the head of a statistical production institution or their respective representatives.

5.1.2 An Advanced Release Calendar shall be made available to publicize the release dates of statistical reports in advance.

5.1.3 An Advanced Release Calendar shall be published at the beginning of each producer's financial year, (at least within the first month) on the official statistics producer's website.

- 5.1.4 In the case where an ad-hoc statistical undertaking exists, the approved project document that consist the project timelines and milestones including the release date of the statistical report shall be deposited in the official statistics producer's website and other dissemination channels 24 hours after its approval, for public noting and consumption.
- 5.1.5 All statistical reports shall be made available impartially and simultaneously to all users.
- 5.1.6 The release notice of statistical reports to the media and public shall be issued at least one week in advance before the release day.
- 5.1.7 Electronic statistical reports shall be release in the public domain via institutional website and other dissemination platforms, within a period of 24 hours upon its official release as per the Advanced Release Calendar.
- 5.1.8 In case the statistical report will not be released as per the Advanced Release Calendar, a notification shall be given at least two weeks in advance to the public through official medium, such as organizational website, prints media, social media, etc.; explaining the reasons and a new release date.
- 5.1.9 Preliminary and revised statistical reports shall be clearly identified as such when released to the users and the reasons for revisions shall be explained.

5.2 Release of Microdata

- 5.2.1 Microdata shall be released to the public within 24 hours after the official release of the statistical report.
- 5.2.2 Microdata shall be published on the official statistics producer's website and/or where possible in other dissemination tools.
- 5.2.3 All statistical microdata shall be anonymized before release in the public domain to guard the confidentiality of the data providers as per Section 44 of the Statistics Act, 2011 (Act No. 9 of 2011).
- 5.2.4 All users shall have equal access to anonymized statistical microdata.

5.3 Storage of Microdata

- 5.3.1 Microdata shall be stored in a National Data Repository (NDR).
- 5.3.2 The Namibia Statistics Agency as a custodian and repository of all official statistics in the country shall host the NDR.

5.4 Release of Metadata

- 5.4.1 The dissemination of statistical reports and microdata shall be accompanied by the supporting metadata in line with the provision of the Metadata Standard.

5.5 Timeliness of Statistical data

- 5.5.1 Economic and financial statistics shall be released as per the Advance Release Calendar as aligned to the latest Enhanced General Data Dissemination System (e-GDDS) published by the International Monetary Fund.
- 5.5.2 Demographic and social statistics shall be released as per the Advance Release Calendar.

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