

DISSEMINATION POLICY OF THE CZECH STATISTICAL OFFICE

Dissemination policy¹ of the Czech Statistical Office (CZSO) results from provisions of the Act No 89/1995 Sb., on the State Statistical Service, as amended, Regulation (EC) No 223/2009 of the European Parliament and of the Council on European statistics, and from the document Mission, Vision and Priorities of the CZSO. Also other relevant legislation is respected when disseminating statistical information: the Act No 106/1999 Sb., on Free Access to Information, the Act No 101/2000 Sb., on Personal Data Protection, etc.

PRINCIPLES OF STATISTICAL INFORMATION DISSEMINATION AT THE CZSO

- **Equal access to information**

The CZSO provides all statistical information in such way so that all users have equal access to it. For that purpose, it publishes in advance the publication dates on which information will be released. It also announces in advance the publication dates of larger revisions. Preferential access before statistics are released for external users is strictly limited, governed, and made public.

The web presentation of the CZSO is the main instrument for releasing statistical information; it offers equal conditions for all. Users without access to the Internet may apply at the release moment for key documents at the CZSO workplaces of Information Services in the Headquarters and all regions, where the documents will be provided for free to them.

- **Professional independence**

Statistical data are processed and released on the basis of political independence of the CZSO as a rule. Statistical data are issued upon a calendar that is announced in advance separately from the current political, social or other situation. It is exclusively the professional point of view that is decisive when preparing information.

- **Objectivity and transparency**

To select sources, methods, and procedures the CZSO uses professional criteria. Methods and instruments used are audited by independent external professionals from the area of theory as well as user practice. The CZSO publishes methodological procedures used to survey data; it clarifies recalculation methods and notes about changes made in data in the shortest possible term.

- **Accuracy and reliability**

The CZSO strives to provide a picture of the reality, which is as reliable, accurate, and systematic as possible.

- **Statistical confidentiality**

The CZSO thoroughly protects confidential data so that they cannot be released (except for exceptions set by law). Strict internal rules are in place to protect data. Provided that it is possible to provide data on individual entities as an exception and in compliance with the law, it can be done so only in such form, in which identification of the entity is impossible. When deciding upon publishing of a piece of data that is potentially confidential, confidentiality protection always has to be preferred to publication.

- **Cost effectiveness**

Costs related to processing of statistics have to be adequate with regards to the importance of the results and benefits that are being strived for.

¹Dissemination of statistical information shall be understood as dissemination of statistical information in all possible ways.

QUALITY CRITERIA FOR PROVIDING INFORMATION

Statistical data are provided so that they comply with the following quality criteria:

- **Relevance**

The Czech Statistical Office strives to meet requirements of users in the best possible way; it is open to suggestions and comments of the public.

By means of user satisfaction polls, regular meetings with users, regular contacts by e-mail as well as collection of suggestions to statistical forms, the CZSO obtains information on the needs of users. Consequently, the needs are taken into consideration during preparation of the programme of surveys, the Catalogue of Products, and various outputs.

- **Timeliness**

The CZSO sticks to the principle to release data as soon as possible after the end of the reference period in harmony with the needs of users. On the other hand, short lapse of time after the end of a reference period is limited by the amount of expenditure and quality of data. Provided that it is considered useful, preliminary results of acceptable aggregate accuracy can be released.

- **Punctuality**

The key principle of the CZSO is to keep all planned dates of publication no matter whether they are dates of publication of News Releases, publications or other outputs. When there is a delay due to objective reasons, the public is informed together with an apology also about the reasons for the delay and a new release date is set.

- **Accessibility**

The Internet is the main means for releasing statistical information. It ensures that all information is generally accessible. Web pages of the CZSO are adjusted to be accessible also for citizens with impaired vision. Key statistical data are accessible at the same time at the headquarters and in all regions also in a hard copy (at Information Services Units at the headquarters and Regional Offices of the CZSO).

Standard electronic products are published on the Internet for free.

Statistical data are equipped with metadata. Metadata are documented according to standardized metadata systems.

Access to microdata is allowed for research purposes and is subject to specific rules or protocols. Instruments used for dissemination are regularly updated to meet user requirements.

- **Clarity**

Another important principle of the CZSO is to enhance clarity of accompanying information – for example, methodological explanatory notes, commentaries, and analyses so that outputs of the CZSO are understandable not only to professionals but also to the general public. Users are informed about the methodology of statistical processing including utilisation of administrative data.

- **Coherence and comparability**

Statistics are internally coherent and consistent (i.e. arithmetic and accounting identities are observed).

Statistics are comparable over a reasonable period of time; they are compiled on the basis of common standards with respect to scope, definitions, units, and classification in the different surveys and sources. Statistics from different sources and of different periodicity are compared and reconciled.

Users are informed about quality of statistical outputs from the point of view of quality criteria for European statistics.

PRESENTATION SYSTEM

The Presentation system is the main pillar for implementation of the Dissemination policy. Basic structure of themes, types, and forms of products has been set in the Presentation system into which relevant outputs are placed and the Presentation system thus makes it easier for users to orientate in statistical outputs.

- Agriculture
- Business Cycle Surveys
- Census
- Construction, Dwellings
- Culture
- Education
- Elections
- Employment, Unemployment
- Environment
- External Trade
- Financial Data
- Forestry
- GDP, National Accounts
- Health Care, Incapacity for Work
- Industry, Energy
- Information Technologies
- Labour and Earnings
- Living conditions, Household Income and Expenditure
- Population
- Prices, Inflation
- Retail Trade, Hotels and Restaurants
- Science, Technology and Innovation
- Services
- Social Security
- Tourism
- Transportation, Inf. and Communication
- Cross-sectional statistics:
 - Foreigners
 - Gender Statistics
 - Senior citizens
 - Summary data on the Czech Republic
 - Regional statistics
 - Macroeconomic Indicators
 - European data - ESDS
 - International data

Procedures for releasing and providing of statistical data are governed by internal regulations, instructions, and principles that regulate specific requisites of individual outputs.

A basic document that is processed every year based on the Presentation system is the Catalogue of Products, which includes, besides others, also the List of News Releases and the Calendar of News Releases, an overview of databases for the public, an overview of provided services, etc.

Further information on each product, i.e. periodicity, year covered, type of time series, territorial breakdown, form, publication date, language version, price, and annotation are part of the Catalogue of Products for the relevant year. The Catalogue of Products is approved by the Advisory Board of the President of the Czech Statistical Office.

Thematic groups:

A product may be in printed or preferably in electronic form. Extraordinary outputs, such as historical year-books and the like, may be in printed form.

Basic types of outputs are: analysis, time series, data set, news release, revision, journal, database, etc.

PRICE POLICY

The CZSO is a budgetary organization, i.e. expenditure on collection, processing, and publishing of statistical data are paid from the state budget. Therefore, standard products in electronic form are provided for free the same as any other information published on the CZSO website. When the CZSO has to use more labour or spend more costs (e.g. related to special sampling, printing, copies, faxes, and the like), it requires from users to pay for it and the payment is revenue of the state budget.

Basic principles of the price strategy are set in the Section 18 "Provision of Statistical Information and Anonymous Data" of the Act No 89/1995, on the State Statistical Service.

Prices of products are provided in the Catalogue of Products.

CONDITIONS FOR USE AND FURTHER PUBLICATION OF STATISTICAL DATA OF THE CZSO

It is permitted to do the following with statistical data of the Czech Statistical Office released on its website www.czso.cz :

- to disseminate: to copy, distribute, and announce to the public;
- to use and quote in other publications;
- to use on the commercial basis;

when the following conditions are met:

- the Czech Statistical Office will be stated as the data source (nevertheless, it must not seem that the CZSO supports the data user or the way, in which the user uses the publication);
- statistical data and information will be used only in such way that their sense will not be altered or modified in any respect.

Other conditions for use of the CZSO data:

- statistical data are published in accordance with the Act No 89/1995 Sb., on the State Statistical Service, as amended;
- in the case of dissemination of data of the CZSO, a duty arises to state conditions of this licence; it is the best to provide direct reference to the CZSO website;
- rules governing repeated use of documents of the CZSO are not valid for documents to which intellectual property rights of third parties apply;
- the CZSO disclaims liability for eventual damage caused as a result of use of data from the CZSO web pages or from external pages referred to there;
- the CZSO reserves the right to temporarily restrict the access to information even without prior notice due to operational or professional reasons.