

No: P. 12011/4/92-NSSO  
Government of India  
Ministry of Planning & Programme Implementation,  
Department of Statistics  
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Sardar Patel Bhawan, Parliament Street  
New Delhi, dated the 6th January, 1999

O F F I C E M E M O R A N D U M

**Subject: National Policy on dissemination of statistical data.**

The Cabinet, in its meeting held on 9th September, 1998, approved the proposal the Department of Statistics for a "National Policy on Dissemination of Statistical Data". The details of the policy are given below:

- (1) Dissemination of official statistics in the form of reports, ad-hoc and regular publications, etc., as at present should continue. Validated data, though unpublished, including unit/household/establishment level data after deleting their identification particulars to maintain confidentiality should also be made available to the national and international data users in the form of hard copies and on magnetic media on payment basis;
- (2) No data, which are considered by the concerned official data source agency to be of sensitive nature and the supply of which may be prejudicial to the interest, integrity and security of the nation, should be supplied. The Central Government, or a State Government or the concerned Government agency, as the case may be, shall exercise its overriding prerogative to decide the degree of sensitivity of the official statistics produced by it. The data source agency will reserve the right on whether to withhold its release altogether or to release selectively;
- (3) Price of data to be supplied under (1) above should include the cost of stationery, computer consumables and computer time for sorting information. However, cost of collection and validation of data will not be charged. Postal charges to be included along-with cost of data supplied.

- (4) Price may be fixed in Indian Currency (i.e. Rupees) as well as in Sterling Pound and American Dollar. Foreign currency prices may be determined using relevant official multiplier fixed from time to time for printed Government publications;
- (5) Survey results/data should be made available to the data users in India and abroad simultaneously after the expiry of 3 (three) years from the completion of the field work or after the reports based on survey data are released, whichever is earlier;
- (6) Data users will give an undertaking in the prescribed form to the effect, inter-alia, that the official statistics obtained by him for his own declared use will not be passed on with or without profit to any other data user or disseminator of data with or without commercial purpose;
- (7) Data users will have to acknowledge the data sources in their research work based on official statistics. One copy of the research study along with short summary of conclusions, if required by the concerned data source agency, should be supplied in the form of hard copy or on electronic media, free of cost; and
- (8) The Department of Statistics will be the nodal agency for dissemination of official statistics produced by Central Government Ministries and Departments. However, the concerned subject matter Ministries and Departments of the Central Government will be the final authority on issues arising out of this policy with a view to resolving any dispute between a data user and a data source agency.

2. It has also been decided that the exact delineation of the role of the nodal agency will be decided by Committee of Secretaries. The principles of determining the pricing of data may be varied from time to time by the Department of Statistics, in consultation with the Ministry of Finance.

3. A separate communication will follow with regard to the modalities of implementation of the above policy.

Yours faithfully,



(R. Ravi)

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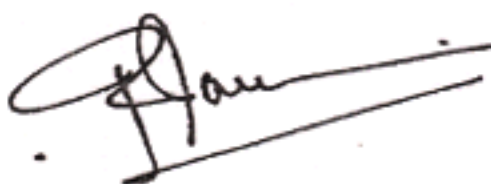
Sardar Patel Bhavan, Parliament Street,  
New Delhi, dated the 3rd May, 1999

OFFICE MEMORANDUM

Sub : National Policy on Dissemination of Statistical Data.

The Office Memorandum of even number dated 6th January 1999 on the above subject may be referred to. As mentioned therein, the Cabinet while approving the policy, had directed that "Exact delineation of the role of the nodal agency will be decided by a Committee of Secretaries. The principles of determining the pricing of data may be varied from time to time by the Department of Statistics in consultation with the Ministry of Finance". In pursuance of the above, the following guidelines have been approved by the Committee of Secretaries:-

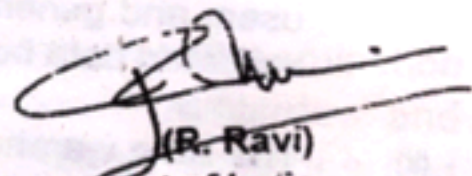
- i) Dissemination of official statistics in the form of reports, ad-hoc and regular publications, etc. by the Central Ministries/Depts/Agencies as at present shall continue.
- ii) A data warehouse in the Department of Statistics will be created to enable the data users and general public to have easy access to the published as well as unpublished validated data from one source.
- iii) The data warehouse will collect data from various source agencies, integrate the data into logical subject areas, store the data in a manner that is accessible and understandable to non-technical decision makers and deliver data/information to decision makers through report writing and query tools.
- iv) As data source agencies are generating data at various levels, the responsibilities of data supply and receipt will be shared between the respective Central Ministries/Departments/Agencies and the Department of Statistics by establishing and maintaining close collaboration.
- v) For each data type and source, detailed studies will be undertaken by the Department of Statistics in co-operation with the concerned data source agency on (a) the concepts, definitions, classifications and methods used in data collection and processing including validation, (b) formats of data generation, (c) media on which data will be supplied, (d) frequency of supply of data and (e) procedures and modalities for preservation, updation and dissemination of data.
- vi) The volume of data flowing from each source agency into the data warehouse will be assessed by the Department of Statistics in order to formulate the various parameters required for designing, establishing and maintaining a data warehouse.



- i) Each data source agency will be required to adopt for itself a calendar for preparation and release of data which it will share with the Department of Statistics. As a part of its nodal responsibility of dissemination of data from the source, the Deptt. of Statistics will keep track of the data release calendar of each source agency
- iii) The data source agency will be required to supply on computer compatible media validated data, published or unpublished free of cost to the data warehouse.
- x) The Department of Statistics will prepare Directories of all available data in the data warehouse and update the same at frequent intervals. A web-site will be created for the data warehouse and the Directories will be available on the web-site.
- x) From the data warehouse, data/information will be made available free of cost to the data source agencies for official use and also the approved research institutes and universities for research purposes.

2. The price of data to be supplied to users other than those mentioned in para 1(x) above will depend upon system of hardware and software used for data storage, retrieval, sorting of information etc., and also on medium of supply of data. The cost will be determined on setting up of Data warehouse in consultation with Ministry of Finance by the Department of Statistics.

3. In view of para 1(i) above, the pricing policy in respect of the existing published data followed by the Departments will be continued/decided by the Department on their own.



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To

- (1) Secretaries to all Departments/Ministries in the Government of India
- (2) Chief Secretaries to all States/Union Territories