

Census and Statistics (Anonymised Microdata Access) Regulations, 2018

IT is hereby notified that the Minister of Finance and Economic Development has, in terms of section 24(1) as read together with section 17(3a) of the Census and Statistics Act [*Chapter 10:29*], made the following regulations: —

Title

1. These regulations may be cited as the Census and Statistics (Anonymised Microdata Access) Regulations, 2018.

Interpretation

2. In these regulations —

“anonymised” means that anything on record that can serve as a direct identifier of a person or establishment is removed; not only are names and addresses removed from the individual records in the microdata set, but other steps are taken (e.g. collapsing of geographic details, age, birthplace and occupation) to ensure that identification of individual is highly unlikely;

“microdata” refers to data about an individual person, household, and establishment, it may be data directly collected by the Agency or obtained from sources, such as administrative data.

Conditions for accessing anonymised microdata

3. (1) The Agency can only allow access to data users, microdata that have been collected from households and establishments through censuses and surveys.

(2) Microdata may be given to data users by the Agency only after removal of possible direct or indirect identifiers of individuals, households or establishments.

(3) Microdata may be given to data users only after and not before the Agency has disseminated census and survey results.

Levels of access

4. Levels of accessing anonymised microdata may differ depending on the type of the census and survey, with the following levels of access—

- (a) data available onsite at the Agency, anonymised microdata are provided to the data user on premise, due to the level of anonymisation on the microdata not being sufficient to release said anonymised microdata outside of the Agency premises with the data user being bound by the provisions of the Census and Statistics Act [Chapter 10:29]; in the same way as regular Agency employees and will be required to sign the Anonymised Microdata Access Agreement as found in the Schedule;
- (b) licensed data files, anonymised microdata may be provided to the data user for a specific purpose and under the Anonymised Microdata Access Agreement as stipulated in the Schedule, the data user must be identified as an approved data user for the anonymised microdata;
- (c) public use data files, microdata to be provided to data users upon registering on the Agency website and submitting their request explaining the purpose and the intended use of microdata, the agency will then allow data users to access the anonymised microdata, this applies to data without many sensitive variables and data that is already in the public domain.

Procedures for access of anonymised microdata

5. (1) The data users may access anonymised microdata in any one of the levels described below—

- (a) data available onsite at the Agency; the data user submits a written request, physically to the Agency or via the Agency website, to access anonymised microdata, the Agency looks into the request and may then grant the request, if the request is granted the user will physically visit the Agency premises and is liable to section 17 of the Census and Statistics Act [Chapter 10:29] in the same way as any Agency employee and signs the agreement

found in the Schedule, to then be given access to the anonymised microdata;

- (b) licensed data files, the data user may visit the Agency premises and sign the agreement as found in the Schedule to obtain the microdata or the data user makes an application on the Agency website explaining the purpose and intended use of anonymised microdata, the Agency looks into the application and may grant the request, if the request is accepted the data user upon agreeing to the agreement found on the Agency website shall be given access to the anonymised microdata;
- (c) public use data files, the data user may visit the Agency premises and sign the agreement as found in the Schedule to obtain the microdata or the data user makes an application to the Agency website explaining the purpose and intended use of anonymised microdata, the Agency looks into the application and may grant the request, if the request is accepted the data user upon agreeing to the agreement found on the Agency website shall be given access to the anonymised microdata.

SCHEDULE (Section 4)

ANONYMISED MICRODATA ACCESS AGREEMENT

I agree:

1. To make no copies of any files or portions of files to which I am granted access to except those authorised by the Agency.
2. To return to the Agency all the restricted material with which I may be provided as an onsite data user during the conduct of my research, and other material as requested.
3. Not to use any technique in an attempt to learn the identity of any person, household, establishment or any other sampling unit not identified in public-use data files.
4. To keep in strictest confidence identification of any person, household, establishment or any other sampling unit that may be inadvertently revealed in any documents, discussion or analysis. Such inadvertent identification revealed in my analysis shall immediately be brought to the attention of the Agency.

Census and Statistics (Anonymised Microdata Access) Regulations, 2018

5. Not to remove any Agency print-outs, electronic files, documents or media until they have been approved for disclosure risk by the Agency. I understand that the Agency will perform a disclosure review and give me approval before I remove any data from the Agency, whether in electronic or paper form.
6. Not to remove from the Agency any written notes pertaining to the identification of any respondents that may be revealed in the conduct of my research as an on-site data user.
7. To use the anonymised microdata for the purpose for which was I authorised to access it.
8. Not to redistribute or sell anonymised microdata and other material provided by the Agency without Agency's written agreement.
9. Not to produce links between datasets provided by Agency or between Agency datasets and other datasets outside the Agency that could identify individuals or organisations.
10. That for any books, articles, conference papers, thesis, dissertations, reports or other publications produced using anonymised microdata obtained from the Agency, I shall cite the anonymised micro dataset source, in line with the citation requirement provided with the dataset.
11. That any electronic copies of all publications based on the requested anonymised microdata will be sent to the Agency of which the copies will not be redistributed by the Agency. (The Agency may give exemption to this provision if shown to have merit for the exemption.)
12. The original collector of the data, the Agency, and the relevant funding agencies shall bear no liability for the anonymised microdata's use, interpretation and inferences based upon it by the data users and any third person.
13. To accept that violation of any of these conditions shall result in cancellation of the data access agreement and further section 17(5) shall apply and in addition may be barred from any future use of Agency anonymised microdata following a review and determination by the Director General of the Agency that finds such action as necessary to protect the integrity and confidentiality of Agency.

Name: Date:

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Signature

Physical Address:

Mobile Number:

E-mail Address:

