



Islamic Republic of Afghanistan
Central Statistic Organization



Micro-Data Access Policy
(Revised)

Central Statistics Organization
Ansari Watt
Kabul, Afghanistan
Post Box: 1254
Tele: +920202104338
Email: mail@csso.gov.af
Website: www.csso.gov.af

June 2016 (Jawza 1395)

Contents

Preface	2
1. Terms Used	3
2. Purpose of the Policy	3
3. Mandate for the Policy	3
4. Applicability and Scope	4
5. Procedure for Applying and Obtaining Micro-Data	4
6. Cost of Statistical Micro-Data	4
7. Confidentiality	5
8. Responsibilities of the Provider of Micro-Data	5
9. Responsibilities of the Users of Micro-Data	5
10. Miscellaneous	5
Annex 1. CSO micro-data	6
Annex 2: Application form for statistical micro-data	7

Preface

Central Statistics Organization as the only responsible entity to collect, compile, analyse and provide statistical data at the country level in accordance with the statistical law of Afghanistan. This organization has the duty of providing and expanding necessary and further facilities for data users to access the statistical data.

Based on this order and according to the guidelines of National Statistical Strategy, macro data access policy of this organization and its appendixes that is already prepared and utilized, taking into account the conditions and requirements of time, this policy has been evaluated and revised for quick access to macro data through easy terms to solve and meet the needs of the majority users of data.

Statistical macro data has been achieved as a result of the activities of ministries, governmental organizations and particularly from the statistical surveys of this organization which could be widely used in scientific research for further and comprehensive analysis of socio-economic situation, and as well as for the planning and programming of different aspects of national economy.

Central Statistics Organization

1. Terms Used

For the purpose of this policy, the terms given below shall hereafter have the meaning elaborated in front of them:

- 1.1. “Policy” means the micro-data access policy of the Central Statistic Organization of the Government of Islamic Republic of Afghanistan.
- 1.2. “Micro-data” is the statistical primary data before analyzing collected by CSO through its own surveys or those of other ministries and/or organizations.
- 1.3. “Requester of data” means an individual or entity who has requested CSO for micro-data as per the procedure laid down in the policy.
- 1.4. “User of data” means an individual or entity whose request for micro-data has been accepted by CSO and to whom the required micro-data has been supplied.

2. Purpose of the Policy

- 2.1. This policy aims to regulate and facilitate the dissemination of micro-data collected by CSO to the rightful potential users. In particular, the policy aims to share the following opportunities in order to:
 - Get maximum value out of the data generated by CSO.
 - Increase the information basis through effective and in-depth use of statistical data.
 - And, improve planning, policy formulation and decision-making across socio-economic development sectors through additional analysis of the data.

3. Mandate for the Policy

- 3.1. The implementation authority of this policy is drawn from the following articles of statistic laws of Government of Islamic Republic of Afghanistan year 1392:

Statistic Law, Article 8:

“7. To progressively develop and maintain appropriate databases containing statistical information, and to facilitate access to the database to all users, except for confidential information as provided for in this law.”

“8. Decide on the manner in which data for statistical purposes are collected, how they are compiled and when and how statistics are published.”

Statistic Law, Article 20th:

The CSO may disclose statistical information when:

1. Disclosure of statistical information is consented to in writing by the person or organization concerned.
2. Disclosure of information is consented to in writing by the trader or owner of the business.
3. The information is accessible to the public in accordance with law.
4. The information is not relatable to any specific respondent.

5. The information is in the form of an index or list of individual establishment firms or businesses describing all or some of the following in relation to them.
 - Their names and address.
 - The telephone numbers at which they may be reached in relation to statistical matters.
 - The products they produce, manufacture, process, transport, store, purchase or sell, or services which they provide, in the course of business.
 - The number of employees or persons engaged by them.

4. Policy Implementation Elements

- 4.1. The policy will be applicable to all the primary data collected by CSO through its various surveys or other data collection mechanisms. However, the application of the policy will be subject to the provisions of the Annex-I, as modified and amended from time to time. Annex-I contains the list of micro-data publications offered for access by CSO.
- 4.2. All potential users, be they government ministries/organizations or private entities or academic institutions, international agencies, donors or individuals, who are desirous of obtaining micro-data from CSO, are covered under the scope of this policy and will have to follow the laid down procedure in this policy to obtain the micro-data.

5. Procedure for Applying and Obtaining Micro-Data

- 5.1. The requester will be required to apply in the prescribed format (given in Annex II) giving all details. The applicant will also need to send a scanned copy of signed request directly to CSO or through email.
- 5.2. Completing the procedure of applying for micro-data, CSO will inform the requester about the receipt of their application.

6. Cost of Statistical Micro-Data

- 6.1. There is a nominal cost associated to each micro-data set. This is just to cover the costs of supply of micro-data and is not intended at all to cover the cost of collection of data.
- 6.2. If the requester is an Afghan Government Ministry or Agency, or an Afghan Government Educational Academic Institution, the requester will not be charged for the supply of the micro-data.

7. Confidentiality

7.1. data which would harm the integrity and national security or any other aspect of the country will not be provided to the requester, such as:

- 7.1.1 GPS points
- 7.1.2 Scaled map
- 7.1.3 Data and information of the individuals
- 7.1.4 Sampling frame
- 7.1.5 Data and information of the institution

8. Responsibilities of the Provider of Micro-Data

- 8.1. CSO will provide the statistical micro-data to address the legitimate needs of most users.
- 8.2. Sampling framework will not be provided to the requester, but CSO will provide technical support for selecting sample.

9. Responsibilities of the Users of Micro-Data

9.1. The users of micro-data supplied by CSO will have the following responsibilities:

- 9.1.1. The micro-data can only be used for the project or activity describe in the application (agreement).
- 9.1.2. The user cannot pass on the micro-data supplied by CSO to anyone else.
- 9.1.3. The user must not modify the original micro-data.
- 9.1.4. The statistical data must be kept safe to avoid any inappropriate usage.
- 9.1.5. The user will adhere to professional statistical standards with respect to analysis and reporting.
- 9.1.6. The analyzing responsibility of data is only on the one who analyzes them.
- 9.1.7 Individual users, non-governmental organizations, and research entities shall not publish reports similar with national reports using micro-data supplied with CSO.

10. Miscellaneous

10.1. This policy and its annexes can be amended based on circumstances and requirement of time frame and they will be posted on CSO website after amendment.

10.2. This policy is applicable after its dissemination at the website of Central Statistics Organization.

10.3. The international Organization have to submit a copy of their publication to CSO before releasing.

Annex 1. CSO micro-data

Type of Micro-Data	Access to Statistical Micro-Data	Cost			Request for Micro-Data √
		International Organizations (Dollar)	National Departments (Afghani)	Teachers and Students (Afghani)	
- Economic establishment survey	Without names and address of individuals	\$200	10050	5025	<input type="checkbox"/>
- Afghanistan Living Condition Survey 2014	// //	\$200	10050	5025	<input type="checkbox"/>
- National risk and vulnerability assessment 2011	// //	\$180	9045	4525	<input type="checkbox"/>
- National risk and vulnerability assessment 2007-08	// //	\$160	8050	4020	<input type="checkbox"/>
- National risk and vulnerability assessment 2005	// //	\$150	7540	3770	<input type="checkbox"/>
- Multi indicators cluster survey 2010	// //	\$100	5025	2515	<input type="checkbox"/>
- Socio-Economic and demography surveys	// //	\$200	10050	5025	<input type="checkbox"/>
- Women & men Participation in Decision-Making Survey(2 nd round) 2013	// //	\$50	2520	1260	<input type="checkbox"/>
- Women & men Participation in Decision-Making Survey (1 st round) 2011	// //	\$30	1510	760	<input type="checkbox"/>
- Demographic and Health Survey 2015	// //	\$200	10050	5025	<input type="checkbox"/>

Annex 2: Application form for statistical micro-data

The application form should be filled, signed and submitted along with annex (1) which records a request for macro data to CSO through emails, mail@cs.gov.af, samooned@yahoo.com, shirmohammad_jamizada@yahoo.com and afghan_cs@yahoo.com.

Ministries and Governmental Organizations

Information on requester	
Name	
Organization	
Department/section	
Address	
Phone No	
Email	
Name of project/activity	
Name and Signature of responsible	

Individual

Information on requester	
Name of the main requester	
Job/position	
Address	
Phone No	
Email	
Name of project/activity	
Name and Signature of responsible of project/activity	

I () hereby commit to abide by all the provisions of the policy and in particular the responsibilities of the user of micro-data under section 9 of the micro-data access policy.

I understand in case I or my organization are found to breach the agreement, legal action can be taken against the organization and I, which can be included blacklisting.

I confirm that the information provided in this form is accurate to the best of my knowledge.

Signature:

Date: