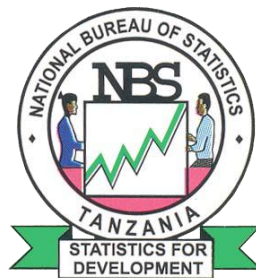


THE UNITED REPUBLIC OF TANZANIA



DISSEMINATION POLICY



NATIONAL BUREAU OF STATISTICS

SEPTEMBER 2024

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Preface

The **National Bureau of Statistics (NBS)** is an autonomous public institution operating under the **Ministry of Finance**, in accordance with the **Statistics Act No. 9 of 2015 (R.E. 2019)**. NBS is mandated to collect, produce, and disseminate official statistics while also coordinating the **National Statistical System (NSS)**.

Recognizing that official statistics serve as a public good, they must be comprehensive, readily available, and accessible to all citizens in formats that meet their diverse needs. Dissemination of official statistics is a critical phase in the statistical process, ensuring transparency, accessibility, and alignment with the mission and vision of a statistical office. This process involves making official statistics, analytical reports, statistical services, and metadata available to users.

This **Dissemination Policy** establishes a structured framework for sharing statistical data and information, outlining the mechanisms for access and responsible usage. The policy is aligned with national, regional, and global standards governing the dissemination of official statistics.

NBS remains committed to ensuring broad and seamless access to official statistics, reinforcing our dedication to transparency and data-driven decision-making. To enhance user experience, NBS continually integrates innovative technologies in developing modern dissemination tools, ensuring that statistical information is delivered in a user-friendly and accessible manner.



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Dr. Albina Chuwa
Statistician General
September 2024

Concept and Definition for the Document:

Concept:

The **Dissemination Policy** of the **National Bureau of Statistics (NBS)** details a comprehensive approach to the management, communicating and dissemination of statistical data in Tanzania. The policy ensures that the data produced by NBS, as part of the National Statistical System (NSS), is made publicly available in a timely, transparent, and accessible manner.

It also establishes guidelines on how different categories of data—such as micro, macro, administrative, and geo-spatial data—are shared with stakeholders. Furthermore, it emphasises the protection of confidentiality while promoting public understanding and usage of statistics for informed decision-making, policy formulation, and research.

Definition:

The **Dissemination Policy** defines and presents the framework for releasing official statistics to the public, ensuring they are easily accessible, accurate, and presented in a user-friendly format. The policy sets out clear principles for transparency, timeliness, confidentiality, and accessibility, guiding the release of data to various stakeholders including government agencies, researchers, and the general public. It also describes the various levels of data accessibility, from open access to restricted data use, and outlines the role of NBS in engaging with users and promoting statistical literacy.

Definition of Key Terms

Official Statistics:

These are statistical data which are produced by the National Statistical System (NSS), regional and international organizations, and in accordance with national and international standards, principles, and methodologies. These statistics are vital for decision-making and policy development.

NBS (National Bureau of Statistics):

The central entity responsible for collecting, compiling, producing, and disseminating official statistics in Tanzania. It is an autonomous public office established by the Statistics Act, CAP 351 R.E. 2019 and has the mandate to provide official statistics to the Government, Business community and the Public. NBS ensures the availability of accurate and timely data for informed decision-making.

Dissemination:

The process of distributing statistical data and making it available to the public and stakeholders. This involves presenting data in formats that are accessible, understandable, and useful to users.

Transparency:

A principle that ensures all statistical releases are accompanied by clear documentation, including methodologies, data sources, and limitations. Transparency promotes accountability and trust in statistical information.

Accessibility:

The principle that ensures official statistics are made available to all users, including government agencies, researchers, and the public. It involves providing data in formats that are easy to access and use.

Timeliness:

The principle that statistical data should be released according to a pre-announced schedule, ensuring that the information remains relevant and useful for decision-making.

Confidentiality:

A principle that ensures the protection of individual and organizational privacy. Data disseminated by NBS must be anonymized and aggregated to prevent the identification of specific respondents or establishments.

Micro-data:

Detailed data that can be traced to individual units such as households, individuals, or establishments. Micro-data is typically more detailed and granular compared to macro-data and requires careful handling to ensure confidentiality.

Macro-data:

Aggregated data, often in the form of statistics or indicators, that summarize information at a larger scale (e.g., national or regional levels) rather than at the individual or unit level.

Administrative Data:

Data collected as part of administrative processes, such as tax records, health statistics, or education data. These data are not originally intended for statistical purposes but are used to inform statistical analyses.

Geo-spatial Data:

Data that is linked to geographical locations, such as maps or location-based statistics. Geo-spatial data is used in various analyses, such as population distribution and resource management.

Open Access:

A category of data that can be accessed freely by the public without restrictions, as long as the data does not compromise national security or breach confidentiality.

Direct Access/Public Use Files:

Data files that are made publicly available with some restrictions on usage, but no screening of users. These data can be used directly by researchers or the public for analysis.

Research Use Files:

Data sets that are made available for research purposes under specific conditions, often requiring users to adhere to certain guidelines or access them in a secure enclave.

No Access Authorized:

A classification for data that is not accessible to the public or specific users, typically due to sensitivity, confidentiality concerns, or legal restrictions.

Statistics Act (2015, as amended):

The primary legal framework governing the collection, production, and dissemination of official statistics in Tanzania. It defines the roles and responsibilities of entities like NBS.

Tanzania Statistical Master Plan II (TSMP II):

A strategic document outlining the long-term plan for the development and enhancement of the national statistical system in Tanzania.

EAC (East African Community) Statistics Development and Harmonization Regional Project:

A regional initiative aimed at improving and harmonizing statistics across East African countries, ensuring consistent methodologies and standards for statistical data.

Fundamental Principles of Official Statistics:

A set of international principles established by the United Nations that guide the production, use, and dissemination of official statistics. These principles emphasize independence, transparency, confidentiality, and the utility of statistics.

Client Service Charter:

A document outlining the standards of service that NBS aims to deliver to its users. It includes commitments to quality, responsiveness, and accountability in the dissemination of statistical data.

1. Introduction

Official statistics are defined as statistical data produced, as a rule, within the scope of the statistical programme of the National Statistical System (NSS), regional and international organisations of which Tanzania is a member, in compliance with national and international technical standards and fulfilling the NSS principles.

Official Statistics are a key input in today's society, becoming a public asset for conducting research and analyses as a result providing an important contribution to the most relevant decision-making processes and policy interventions both by those at public and private sectors.

The National Bureau of Statistics (NBS) is the central entity mandated to collect, compile, produce and disseminate official statistics in Tanzania. NBS is committed to providing accurate, timely, and accessible statistical information to support decision-making, research, and policy formulation in the country.

Indeed, data dissemination, which is a key stage of statistical activity, is instrumental in implementing and highlighting strict compliance with the NBS mission. Therefore, putting in place a policy of making national statistics available to the widest possible community, and where appropriate, with the choice of format, to facilitate users in getting access to statistics data and reports is absolutely indispensable. The implementation of this policy will benefit the country and other stakeholders to the fullest capacity while maintaining the strictest level of confidentiality and promote trust on disseminated data.

2. Policy statement

The Tanzania National Bureau of Statistics (NBS) is committed to producing quality national statistics which are timely available and accessible to users for real time decision-making, support policy formulation and research. As a public good, official statistics must be independently and impartially disseminated to the public in a user-friendly manner including using of latest dissemination tools. Statistics must be presented in such a way that the main results can be understood

without expert knowledge of statistics. NBS analyses must be accessible and understandable in order to enable users to obtain information on Tanzanian society. NBS is obliged to use its know-how to make the statistics coherent, understandable and accessible. The statistics that NBS produces and analyses should cover the needs of the general public, and also be extensive detailed enough to cover the business community and the public authorities' needs for statistics in regard to planning and policy formulation.

3. Policy Objectives

The objective of this policy is to define and explain the nature of the data and more specifically the anonymised statistical data files that will be disseminated, how they should be used and the condition under which they will be disseminated. This dissemination policy outlines the principles and procedures for the release, sharing and communication of statistical data, making it available and accessible to all stakeholders equally subject to confidentiality principle.

Other Specific objectives

The specific objectives of this policy are centred on the provision of guidelines for disseminating data emanating from official statistics process; they include, but not limited to:

- i. Ensuring transparency and accountability in the dissemination of statistical information;
- ii. Enhancing public access to statistical data;
- iii. Promoting wider use of statistics for informed decision-making and policy formulation;
- iv. Protecting the confidentiality of respondents;
- v. Promoting data dissemination system and coverage; and
- vi. Lessening difficulties to which users face in accessing micro data files.

4. Policy scope

This policy describes the principles of dissemination of official statistics and provides specific guidance on dissemination of data generated through surveys and Censuses. These include unit level data collected from households, individuals and establishments. This policy covers all official statistics collected, compiled and produced either directly by NBS or (received) from Ministries, Departments and Agencies (MDAs), Civil Society Organisations and Private Sector and have, as main reference, the core applicable National Statistical System (NSS) principles namely technical independence, statistical confidentiality, impartiality and accessibility.

Data is categorised into the following categories: -

- i. Micro-data and its outputs;
- ii. Macro-data and its outputs;
- iii. Administrative data; and
- iv. Geo-spatial data.

5. Data Dissemination Principles

This dissemination policy is aligned with national legal and international frameworks governing dissemination of official statistics. These are Statistics Act (of 2015 as amended), Tanzania Statistical Master Plan II (TSMP II), African Charter of Statistics, Strategy for Harmonisation of Statistics in Africa (SHaSA) and the United Nations Fundamental Principles of Official Statistics. The policy also aligns with the objectives of the EAC Statistics Development and Harmonisation Regional Project, and the Regional Statistics Development Plans. The following principles will be applied in the implementation of this policy: -

a. Transparency

NBS will ensure that all statistical releases are accompanied by clear documentation of methodology, data sources, and any limitations.

b. Accessibility

As a public good, access to official statistics is simultaneously provided, in user friendly formats, to all users including government agencies, researchers, and the general public free of charge except when additional data processing or treatment is required upon user's request.

c. Timeliness

Statistical data will be released in a timely manner according to a pre-announced schedule or release Calendar to ensure relevance and usefulness.

d. Confidentiality

NBS will protect the privacy of individuals and businesses by ensuring that data is anonymised and aggregated before communication and dissemination.

6. Adherence to Regional dissemination principles

The policy adheres to global best practices, regional frameworks, and EAC guidelines, including:

i. Regional Harmonization:

- Aligns with EAC protocols to standardise data production, sharing, and dissemination across member states.
- Supports cross-border comparability by adhering to regional statistical classifications and methodologies.

ii. Transparency:

- Promotes open and predictable statistical releases to foster regional trust and accountability.

iii. Accessibility:

- Ensures data is available to diverse users, including policymakers, researchers, and the public, in accessible formats and multiple languages.

iv. Quality and Reliability:

- Upholds rigorous quality assurance standards as outlined in the EAC Regional Statistics Development Plans.

- v. **Inclusivity:**
 - o Equal access to regional statistical data for all stakeholders, fostering collaboration and shared decision-making.
- vi. **Timeliness:**
 - o Releases are aligned with regional timelines to support synchronization of regional development plans, including EAC **Development Strategy goals.**

7. Data Accessibility

Besides conducting a variety of large-scale surveys across the country and publishing their results, NBS collects, compiles and disseminates data to a number of sectors on a regular basis. Those results (data) can be categorised into two, namely sharable data and non-sharable data. Sharable data are all sets, which do not compromise national security if made public or those which do not contain identification particulars of individual informants as well as establishments. Non-sharable data are all sets which are outside purview of sharable data. In this regard, there are four levels of data accessibility according to categories of official statistics data as identified in section 5.

- i. Open access (no restriction);
- ii. Direct access/public use files (some restrictions on use, but no screening of users);
- iii. Research use files (or scientific use files, or license files) availability only in an enclave; and
- iv. No access authorised.

8. Communication Channels for Statistical Data Dissemination

In disseminating statistical information such as publications, the process will be according to the release calendar which will be approved annually. NBS will use both traditional and new communication channels in this dissemination process including: -

- i. **Publications and Reports:** NBS will regularly publish statistical reports, in print and electronic formats such as newspapers and news releases, bulletins, and newsletters to keep stakeholders informed.
- ii. **Digital Platforms:** NBS will utilise websites, social networks, and other digital tools to reach a broad audience. The NBS website and portals will serve as the primary platforms for data dissemination, provision of downloadable datasets, reports, and publications.
- iii. **Media Engagement:** NBS will collaborate with local, regional, and global media outlets to disseminate statistical findings through press releases, media briefings and social media platforms.
- iv. **Workshops and Seminars:** NBS will organize events to engage with stakeholders and promote the use of statistics.

9. User Engagement

- i. NBS will actively seek feedback from data users to improve the quality and relevance of statistical products. This will include surveys, user forums, and direct consultations.
- ii. NBS will develop strategic partnerships with government entities, private sector, and civil society to enhance the reach and impact of statistical data.
- iii. NBS will create advocacy plans to enhance awareness on the importance of statistics in decision-making processes and secure support from key stakeholders in the government and the private sector.

10. Monitoring and Evaluation of Dissemination Policy

Accessibility and quality of disseminated data are subject to a regular monitoring and assessment, with a view to ensure continued improvement of dissemination activities.

- i. Regular user satisfaction surveys and stakeholder consultations will be conducted to assess their satisfaction regarding products and services availed to them by NBS and the effectiveness of dissemination activities.

- ii. Results from users' feedback and reviews will be duly treated according to NBS Client Service Charter and other quality control measures to inform updates to dissemination practices including embracing new technologies and innovations.

11. Implementation of Data Dissemination Policy

The implementation of this policy will be supported by:

- i. Strengthening the skills of communication, advocacy and dissemination units across the NSS.
- ii. Ensuring adequate funding for dissemination activities through Government and Development partners' support.

12. Review and Update

- i. This policy will be periodically reviewed duly considering users' feedback and needs to ensure its continued relevance and alignment with regional and international best practices.
- ii. Will be reviewed along NBS strategic communication, advocacy, and dissemination plan.

13. Compliance

All NBS staff and partners involved in data dissemination are required to adhere to this policy. Non-compliance may result in disciplinary action in accordance to Statistics Act.

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