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QUALITY DECLARATION OF THE STATISTICAL INSTITUTE OF JAMAICA



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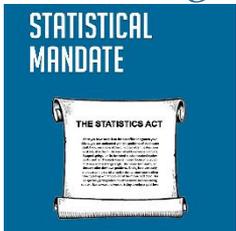


“QUALITY” is the extent to which a product or service of STATIN is fit for our users’ intended purposes. It defines our behaviour on the job, ensuring that our products and services are of the highest standard, integrity and credibility.

Statistical Institute of Jamaica (2016)

In realizing its vision, conducting its mission and performing its functions, STATIN is guided by the Statistics Act, the United Nations Fundamental Principles of Official Statistics, the Latin America and the Caribbean Code of Good Statistical Practice, CARICOM's Statistics Code of Practice, the International Statistical Institute's Declaration on Professional Ethics, as well as general principles of quality management. Foremost in our governing principles are:

Honouring the Statistical Mandate



As Jamaica's national statistics office (NSO), STATIN has a legal mandate to produce and publish official statistics on the activities and condition of the people of Jamaica. For that reason, the Institute has a statutory obligation to collect and process information for preparation of official statistics. Government ministries, departments and agencies (MDAs), corporations, households and the general public are required by law to provide access to information and/or submit information for this purpose.

STATIN shall encourage and facilitate partnership with respondents and among members of the national statistical system (NSS) to fulfil its statistical mandate.

Professional Independence

The Institute is independent of political influence and interference from administrative agencies and other external sources, including the private sector, non-governmental organizations and special-interest groups.



STATIN shall exercise sole responsibility for choosing the statistical standards, methods and procedures it uses, and the content and timing of statistical releases, observing international standards and commitments to bilateral and multilateral agreements. The Institute shall issue public statements on statistical matters, including criticisms and misinterpretation and/or misuse of official statistics when this is necessary.

CONFIDENTIALITY & SECURITY



Statistical Confidentiality and Security

By law, STATIN is obligated to protect and hold confidential the information it receives from respondents and other data suppliers, as well as their identity. Sections 17 and 18 of the Statistics Act state that data received by the Institute are confidential.

STATIN shall use the data it collects for statistical purposes ONLY.

Commitment to Quality and Continuous Improvement

The Institute's staff share a growing commitment to observing and adhering to ethical principles, international standards and best practices in both the technical and corporate service domains of producing official statistics.

QUALITY & CONTINUOUS IMPROVEMENT



STATIN shall adopt and adapt frameworks, models, guidelines, methods and documented procedures for quality assurance, quality control and quality assessment.

STAFF SATISFACTION & CAPACITY BUILDING



Commitment to Staff Satisfaction and Capacity Building

The Institute's staff are its most valuable asset, therefore STATIN has a vested interest in attracting, enhancing and retaining a competent and dedicated workforce.

STATIN shall honour a strong commitment to providing and facilitating suitable training opportunities for members of staff. The Institute shall also cultivate a growing commitment to an organizational culture of respect for all; open, positive communication among all levels of staff; a quality-conscious, team-centric and solutions-oriented work approach; professional advancement on the basis of merit; and, a generally progressive work environment.

TRANSPARENCY & ROBUSTNESS



Transparency, Impartiality, Objectivity and Methodological Soundness

STATIN acknowledges that transparency is indispensable for stakeholders to verify its credibility.

STATIN shall prepare official statistics using methodologies chosen on the basis of scientific independence and best practices; and these, together with the relevant frameworks, standards, classifications, concepts and data sources used in the production process shall be documented for stakeholders to assess the quality of these statistics.

Cost Effectiveness & Non-Excessive Burden on Respondents

In order to maximize efficiency and cost-effectiveness in using available resources in the statistical business process, STATIN is continually engaged in pursuing cost-reduction strategies, while safeguarding against compromising quality, statistical confidentiality or any other obligations under the law.

RESOURCE OPTIMISATION



STATIN shall promote and engage in data sharing with other data producers/providers within the NSS to minimize duplication of efforts and to lessen the burden on respondents.

RELEVANCE



Relevance

STATIN has to moderate a delicate balance between efficient resource allocation and responsiveness to the information needs of various categories of users.

STATIN shall actively seek out stakeholders' feedback and incorporate results from assessments of user satisfaction to inform and gauge the relevance of its products and services.

ACCURACY & RELIABILITY



Accuracy and Reliability

The Institute acknowledges that official statistics should consistently represent actual conditions.

STATIN shall update its methodologies to meet standards and criteria that reflect best practices in producing official statistics; and these shall be documented for reliability. Appropriate quality assurance measures and quality control techniques shall be applied to assess and validate statistical outputs during the production process, but also to minimize errors. These measures and techniques shall be documented for accountability and for introducing improvements at various phases of the statistical business process.

Timeliness and Punctuality

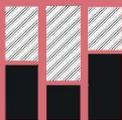
The Institute acknowledges that official statistics should be disseminated within a reasonable timeframe.

TIMELINESS & PUNCTUALITY



STATIN shall publish an advance release calendar and notify and explain to users any delays affecting punctuality in delivering according to schedule. The Institute shall also continually make improvements to timeliness in preparing and disseminating official statistics.

COHERENCE & COMPARABILITY



Coherence and Comparability

It is important that official statistics i) can be reliably combined in different ways and for various purposes, ii) are reconcilable when examined over time and iii) are comparable across regions/countries.

STATIN shall extensively use frameworks, standards, classifications, concepts and best practices shared in the global statistical community to promote coherence in official statistics and allow for data comparability with other countries. The Institute shall also encourage this among the other members of the NSS to achieve the same effect throughout Jamaica's statistical system.

ACCESSIBILITY & CLARITY



Accessibility and Clarity

The official statistics produced by the Institute are made available in various formats and through various media to meet the needs of various categories of users.

STATIN shall prepare metadata to accompany data releases, and where possible, provide technical support for data analysis to provide clarity and to allow users to correctly interpret and make informed decisions using official statistics.

The Statistical Institute of Jamaica has developed and continues to expand on its Quality Assurance Framework which outlines the guidelines it observes in managing the national statistical system; its own institutional environment, statistical processes and outputs; as well as quality assessments and reporting.



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