

INSTITUTO NACIONAL DE ESTADISTICA



Dissemination Policy of Instituto Nacional de Estadística

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Dissemination Policy of Instituto Nacional de Estadística

Strategic Objective

Article 26.ñ of Law 12/1989 on the Public Statistical Services entrusts the INE (National Statistics Institute) with the publication and dissemination of the results and methodological characteristics of the statistics it produces and the promotion of the dissemination of the other statistics included in the National Statistical Plan.

In compliance with this legal mandate, INE makes the statistical information it produces, which is necessary for correct decision-making, available to citizens, companies, researchers, public and private organisations, and the media, as well as government authorities.

Furthermore, the INE plans its dissemination actions with the aim of increasing the knowledge and use of statistical information by all types of users.

Reference frameworks

- Law 12/1989 of the Public Statistical Services (LFEP in its Spanish initials).
- Regulation (EC) 223/2009 of the European Parliament and of the Council, on European statistics.
- European Statistics Code of Practice (ESCoP).
- Fundamental Principles of United Nations Statistics.
- Quality Assurance Framework of the European Statistical System (QAF).

General principles of the dissemination policy

- **Impartiality and objectivity.** Statistics are released according to the previously announced publication calendar, impartially and objectively, with equal treatment for all users.
- **Accessibility and Clarity.** The most appropriate technical means are available to ensure efficient access to information for all users, and dissemination will be carried out clearly and understandably.
- **Statistical Secrecy.** The results of statistical operations are disseminated with the assurance of statistical confidentiality and data protection.
- **User-oriented.** The dissemination of statistics is geared towards meeting the needs of users. Identifying and meeting these needs is a key part of the dissemination strategy. Furthermore, specific services are available to help statistics users make the most of the published information.
- **Transparency.** Users are informed of the methodologies used to develop statistical products, the quality parameters of these products, as well as the publication calendar, prices of dissemination products, etc., clearly and well in advance.
- **Punctuality.** Statistics are published according to the previously established publication calendar communicated to users.

- **Free of charge.** The results of the statistical operations considered in the general dissemination plan for each operation are disseminated free of charge through the institution's website.
- **Reuse.** The reuse of statistical information by other agents is encouraged through the use of technical resources, using open data standards and formats, and subject to a license, which allows this task to be done efficiently and effectively.

The statistical dissemination policy includes the following aspects:

- Storage and publication of statistical results on the web.
- Error correction and communication.
- Calendar for availability of results of statistical operations.
- Confidentiality policy
- Media-specific services.
- Distribution of statistical results under to a press embargo.
- User service and support channels.
- Customised requests.
- Access to confidential microdata to perform statistical analyses for scientific research projects in the public interest.
- Editorial production.
- Prices for customised products.
- Licenses for the use of information published on the website, customised products, and confidential microdata for scientific research projects in the public interest.
- Identifying user needs and satisfaction.
- Dissemination on social media.
- Promoting the use of statistical information.

Storage and publication of statistical results on the web

The official statistical information produced by the INE is disseminated free of charge through the institutional website <https://www.ine.es/> and access to information is guaranteed for all users on equal terms.

The official website also disseminates experimental statistics for projects under development.

The information provided through the INE website is constantly updated following the established publication calendar.

On its website, the INE will publish:

- The suite of operations of the National Statistical Plan, through the Inventory of Statistical Operations.

- The results, metadata, and methodologies of the statistics it produces, in the form deemed most suitable to provide access and that is understandable to all users: press releases, tables, graphs, time series, publications, methodological reports, visualisations, videos, etc.
- High Value Datasets in accordance with EU Commission Implementing Regulation 2023/138 establishing a list of specific high value datasets and methods for publication and reuse.
- Other national and international statistical information that may be considered appropriate to provide adequate service to users' needs.
- Information about available products and services.
- Information on production processes, projects, working documents, classifications and standards that contribute to a better understanding and use of official statistical information.
- Applications and educational materials that allow increasing statistical literacy in society, especially regarding the production methods and products of official statistics.
- Institutional information that contributes to a better understanding of its activity.
- Information subject to active publicity in accordance with Law 19/2013 of 9 December on Transparency, Access to Public Information and Good Governance.
- Any other information that may be necessary to comply with national and European legislation or international recommendations. Examples of this are the *Peer Review* evaluation reports, Indicators of the 2030 Agenda for Sustainable Development, or the indicators required by the International Monetary Fund.

The results of the INE's statistical operations will be stored in its dissemination systems. These systems allow users to browse through the available data and select the cross values they wish to consult. Users will be able to select different formats to download the information, including open formats.

Dissemination systems integrate the metadata of statistical operations to facilitate users' understanding of the characteristics and definition of the information consulted.

Dissemination systems facilitate the temporal and spatial comparison of published data. Depending on user needs, they may include applications that allow for the joint query of indicators from different statistical domains.

The publication date or last update of the content is displayed.

Services are available for querying and automatically downloading information (data and metadata) that use open formats convenient for the dissemination of statistics and facilitate their reuse.

The INE website has an English version of its content.

Error correction and communication

The detection of errors and their rapid correction and communication is a practice that ensures the quality of the information published and the service that the INE provides to users of the statistics.

The errors detected in statistical publications are classified as follows:

- **Format errors:** These are typographical errors (typos, punctuation marks, wording errors...) that do not affect the understanding of the data or texts, nor the figures themselves.
- **Content errors:** These are errors in the data (aggregated or microdata), graphs, table headers or texts that can lead to erroneous calculations and interpretations by users.

The procedure for correcting and communicating errors varies depending on the type of errors:

- **Format errors:** When a formatting error is detected in a publication, it will be corrected immediately and the information will be republished. Since it does not affect the meaning of the information, the correction will not have to be communicated.
- **Content errors:** Since this involves correcting errors that may affect the interpretation of the information, the following procedure will be employed:
 - Along with the affected information, a notice will be provided stating that the information has been corrected until the forthcoming release of the results, and, if possible, users who have accessed this information (recipients of press releases, users of customised requests, acquisition of files or publications, etc.) will be sent a notification of the correction made. In the case of errors that affect general users, depending on the scope of the error, communication may be made through RSS subscription channels, social media, etc.
 - When errors affect the information contained in press releases, in addition to applying the above, the data will be marked in a different colour so that they can be identified more quickly.
 - The errors will be recorded in a specific internal log for later analysis. The description, the affected product disseminated, publication date, the date the error was detected, the date the error was corrected, and communication actions taken will be included.

Publication calendar for the results of statistical operations

The INE independently sets the publication date for the statistics. Technical criteria are used for this purpose, paying special attention to timeliness, understood as the minimum time in which the information can be made available to all users, meeting the required quality standards, and taking into account the commitments made with international organisations.

The publication of the results of statistical operations is announced to users in advance. The publication dates for short-term operations for year t are announced in November

of year t-1. Structural operations set the month of their publication in November of year t-1 and subsequently, with a minimum advance notice of 30 days, the day of publication is set.

A calendar is sent weekly to the media for those publications that are accompanied by a press release. In addition, this calendar is available to all users in the Press section of the website.

When setting publication dates, the aim is for there to be no more than 4 short-term operations that publish information on the same day.

Changes to the publication calendar will be duly justified and made public as soon as possible.

The time for the publication of the short-term statistics is set at 9 a.m. (9:00 CEST). For structural statistics, the publication will generally take place at 11 a.m. (11:00 CEST). At this time, the statistical information is made public to all users simultaneously, notwithstanding results that may have been previously distributed under press embargo.

In addition to official short-term and structural statistical operations, the INE publishes experimental statistics. The dates for the publication of results are announced on the website as soon as they have been determined, and the publication time is set at 10:00 AM (10:00 CEST)

Media-specific services

The INE considers that the media are fundamental agents when it comes to conveying statistical information to broad sectors of society. For this reason, media outlets have a special channel for handling their inquiries and requests, which is centralised in the INE Press Office and strives to facilitate the proper use of statistical information and its understanding by the media.

The Press section of the INE website is set up especially for the media. It contains all the elements that facilitate the consultation of content of interest to this type of user.

Presentations of statistical projects can be arranged specifically for the media in order to adequately inform them of new developments in statistical production or when there are significant changes in any operation.

Courses may be organised, through the School of Statistics for Public Administrations (EEAP in its Spanish initials), for media outlets to allow for greater knowledge of official statistical production and its characteristics.

Distribution of statistical results under to a news embargo

In accordance with the provisions of the European Statistics Code of Practice (ESCoP), access to information prior to its official publication is granted to certain users in a limited, controlled and transparent manner.

The prior information submissions are duly justified and agreed upon by the INE's Board of Directors. The information provided will be embargoed and the recipients will not be able to make any statements or public use of it until its official publication by the INE.

This practice is reported on the INE website, in the Quality section.

Customer service channels and support

To facilitate all users with access to its products and services, the INE has different customer service channels that users can use to make inquiries and request the services offered.

The statistical dissemination services available to users are:

- Statistical queries on the information published by the INE.
- Custom advisement on the availability and meaning of official statistical information.
- Request for customised information requests and special files.
- Request to access confidential microdata to perform statistical analyses for research projects for scientific purposes of public interest.
- Certification of official statistical information.
- News channel subscription.
- Acquisition of publications.

The user communication channels are:

- The INE website, in addition to offering the greatest possibilities for consulting statistical data, has a web contact form where users can transmit their queries and suggestions.
- INE Electronic Office.
- The in-person service offices that are established in the INE's Central Services and Provincial Delegations.
- The telephone support system, which allows for the automatic consultation of certain statistical indicators and personalised attention to users.
- The email addresses and contact phone numbers published for information services where users can direct specific queries about these services.
- The Infoeuropa statistical information service specifically handles queries in Spanish regarding data published by Eurostat.

The communication channels are managed by specialised personnel to ensure quality in the various services.

The commitments regarding the quality of each available service are set out in the INE [Service Charter](#), which is available to all users through the website and at in-person service points.

Customised requests

In addition to the information published on the INE website, users can request special data processing, generally with a higher level of territorial or sectoral disaggregation.

Customised requests are evaluated by the service responsible for running the statistical operation with regard to two fundamental aspects:

- The data requested must be able to be delivered without compromising the principle of statistical secrecy required by the LFEP.
- In the case of sampling operations, the results must have an adequate degree of representativeness.

The user must meet the economic and information usage conditions established for the delivery of the requested data.

Customised requests are reviewed annually to identify common potential needs that could be incorporated into the general dissemination of statistical operations.

Access to confidential microdata to perform statistical analyses for research projects for scientific purposes of public interest

The 2022 amendment to the LFEP included a new Article 15 - section 3, which adapted national legislation to Regulation 223/2009 with regard to access to confidential data, which only allows the indirect identification of units by research institutions when conducting statistical analyses for research projects for scientific purposes of public interest.

This legal avenue allows these research institutions to expand the availability of anonymised microdata files that are freely available to all users on the web in two ways: by adding new files, such as those of economic statistics that, due to the possibilities of identification, cannot be conveniently anonymised, or by adding variables or removing certain restrictions to the anonymised files.

A [procedure](#) has been established to protect confidential information in these projects. This microdata is made available to researchers, through scientific use files or secure centres, after signing the login and usage conditions.

The INE also handles requests of this nature that may involve linking files from different institutions through the service called [ES DataLab](#), of which it is the coordinating body.

Editorial production

The publication of the results of statistical operations is essentially structured via the web, around the distribution of press releases, data tables or time series that can take different forms of presentation: tables, graphs, visualisations, videos, maps and downloadable files in different formats.

Furthermore, in order to facilitate the access to and use of statistical data, the INE produces topical or summary publications that integrate information from different operations and provide explanatory texts, graphs, etc. along with the data.

The summary publications are always produced and made available to users in digital format to ensure maximum accessibility and distribution as well as their preservation. A printable version is also available for download and offline viewing.

The publications may be included in the digital distribution platforms that the INE deems appropriate, taking advantage of any existing framework agreements between the General State Administration and these platforms, provided that this does not imply an exclusive agreement for the distribution of the publications.

PRINTING OF PUBLICATIONS

The INE's editorial production in printed format is limited to those publications whose special characteristics require this medium. The printing of certain publications is evaluated according to the emblematic nature and tradition of their publication (historical publications), as well as the possible delivery as a promotional object and for the dissemination of statistical products (the *Spain in Figures*, *Revista Índice* journals).

PUBLISHING PRICES AND CONTENT REUSE

Printed publications have an associated fee for their sale to the public that is essentially aimed at recovering the costs associated with their production. The contents of digital publications are considered reusable public information and are subject to the general conditions of the license for use that the INE establishes for this information.

PUBLICATIONS CATALOGUE

All available publications are listed in the Publications Catalogue on the website, which is kept permanently updated.

Information fees

The results are disseminated through the INE website free of charge to all users.

Additional services, such as customised information requests, the purchase of printed publications, or access to specific services, which involve associated costs will be paid for by users according to the fees for the disseminated products in force at any given time, which is set by [Resolution of the Presidency](#) and published in the Official State Gazette.

The INE website provides information on these fees and the conditions for accessing the information.

Official certification of INE information is subject to the corresponding payment of fees.

Information usage license

Information published on the results of official statistics is considered public information that may be used or redistributed by other institutions or companies.

In accordance with the specifications of Law 37/2007 on the Reuse of Public Sector Information, and the declarations approved by the European Statistical System, the INE adopts the general usage license to apply to the statistical information on its website, unless otherwise indicated, *Creative Commons* Attribution 4.0 (CC BY 4.0), which implies authorisation for the reuse of information under non-restrictive conditions, making it possible to copy, distribute and publicly communicate, as well as produce derivative works, even for commercial purposes, citing the authorship. The general conditions can be found in this [link](#).

This allows statistical information to be used as a source by third parties in applications, projects, new representations, etc.

Information generated in customised requests, to which access is granted for scientific purposes, or exchanged in institutional agreements or contracts, has particular usage conditions that will be stated in a specific document in each case.

Detecting user needs and satisfaction

Effective communication of information must be aligned with user demands, not only in terms of the content of the communication, but also in the channels used, product design, etc. Therefore, user orientation is one of the general principles in dissemination activities.

To detect the use, needs and level of satisfaction of users with the products and services for disseminating statistics, the INE adopts the following measures:

- User requests are classified and analysed through the information services available (in person, web form, telephone, etc.)
- User web browsing records are analysed.
- Comments submitted by users on social media channels where the INE has an institutional profile are compiled.
- Surveys are conducted to assess the satisfaction and/or information needs of users or potential users of the statistics. Satisfaction surveys shall define in advance the subject of evaluation and the users to whom it is directed, and then publish a report on the results.
- Meetings are held between producers and users of statistics on a specific topic (labour market, demographics, tourism, etc.), with the dual purpose of publicising the content, applications, products and services that the producers offer and gathering the opinion and expectations about these from their users.

All these activities lead to the implementation of specific actions aimed at satisfying the needs detected, and an annual report is produced with all the information relating to the user needs and satisfaction.

Dissemination on social media

The INE participates in various social networks to achieve greater dissemination of the content of its website, the products and services available, as well as institutional activity and new projects. The message and content are adapted to the social network where it will be disseminated.

Staff from the General Subdirectorate of Dissemination and Communication manage the INE's institutional profiles on social media and develop and publish content. No automated systems are used for content generation.

The INE appreciates the comments, suggestions and queries made by users through social networks, but warns that they are not considered a consultation channel and therefore users will be informed to go to the web contact form.

The following outlines the INE's policy regarding each social network.

Reference: INE's Social Media Policy

X

Link to profile: [@es_ine](#)

Content:

- Results of short-term and structural statistical operations.
- Results of experimental statistics.
- Press releases or statements that do not correspond to operations.
- Publication calendar announcements.
- INE publications.
- Promotion of services provided by the INE and new audiovisual content.
- Important updates to a section of the website.

YOUTUBE

The INE considers the production of informative videos as an appropriate means to bring the products and methods of official statistics closer to potential users of the information, especially secondary and higher education students.

The most well-known video distribution platforms are considered a suitable place to host these materials, which will also be integrated into the INE website.

To facilitate the international distribution of materials and, depending on available resources, some of the channel's content is translated into English.

Link to profile: [@es_ine](#)

Content:

- Information about the organisation and its functions.

- Information on professional and institutional activity.
- Information on the services that the INE provides to users and of special use to citizens (users, informants, students, teachers, voters, etc.).
- Talent recruitment programme through which the INE is promoted as an attractive and future career destination.

INSTAGRAM

The content will be disseminated on the INE's Instagram account in an informal, eye-catching and educational way that facilitates understanding, with the aim of generating curiosity and sparking interest in statistics.

Link to profile: [@es_ine](#)

Content:

- Infographics containing the most relevant data from the INE's statistical operations, coinciding with their publication or on the occasion of European and world celebrations.
- Informational materials
- Calls for applications for recruitment processes for the statistical bodies of the State.
- Calls for postgraduate grants and internships, awards and other information of interest.
- Statistical outreach initiatives.

LINKEDIN

The content disseminated through the INE's LinkedIn profile is aimed at professionals, academics, and university students interested in official statistics and the institutional activity of the INE.

Link to profile: [Instituto Nacional de Estadística \(INE\)](#)

Content:

- Institutional activity
- Statistical projects
- Resources on the INE website
- Calls for applications for recruitment processes for the statistical bodies of the State.
- Calls for postgraduate grants and internships, awards and other information of interest.

Promoting the use of statistical information

In addition to the timely publication of the statistical data it produces, the INE carries out promotional activities whose objectives are:

- To raise awareness of statistical products available to potential users of the information. To this end, participation is sought in events aimed at the general public or in specialised forums where the statistical information it produces is of interest.
- To increase the statistical culture of society, especially aimed at students of all educational levels, promoting the proper use of statistical information. These activities are mainly structured around the implementation of the Explica literacy portal, which contains informational materials, the arrangement of school visits, and the celebration of the national phase of the European Statistical Competition (ESC) and subsequent participation in the European phase.
- To encourage good participation and cooperation from the community and businesses in the preparation of official statistics.

Depending on available resources, the INE may commission the production of free distribution products to reinforce promotional activities that strengthen awareness of its institutional brand and facilitate collaboration with the statistics it produces.