**THE STANDARDS FOR THE QUALITY MANAGEMENT**

**OF THE MONGOLIAN OFFICAL STATISTICS**

1. **COORDINATION OF THE NATIONAL STATISTICAL SYSTEM**

The foundation for ensuring the effectiveness and quality of the management system for statistical activities shall be its legal framework. The national statistical system shall adhere to the following principles:

* Independent official statistical activities;
* Mandate for data collection;
* Adequacy of staff and financial resources;
* Commitment to quality;
* Statistical confidentiality; and
* Impartiality and objectivity.

***Principle 1. Independent official statistical activities***

*The professional independence of the Mongolian Statistical Authority ensures the credibility of the Mongolian national statistics.*

**Indicator 1.1:** The mandate of the Statistical Authority to collect, produce and disseminate data is secured by the provisions of the laws and regulations which are implemented free from any pressures from public administration organizations, public officials, private sector, individuals and enterprises and without having no conflict of interests with them.

**Indicator 1.2:** A legal framework to appoint the head of the Statistical Authority based on professional competence and free from any political interference is established.

**Indicator 1.3:** Short and medium term programmes for development of the official statistics of Mongolia are produced and approved.

**Indicator 1.4:** The activities of the Statistical Authority are assessed in a systematic, transparent manner when necessary or at a particular time.

**Indicator 1.5:** The Statistical Authority comments officially and publicly on every erroneous interpretation and misuse of official statistics published.

***Principle 2. Mandate for data collection***

*The Mongolian Statistical Authority has a legal mandate to collect information for statistical purposes. Legal bodies of all kinds of ownership that runs businesses in the territory of Mongolia, legal bodies of Mongolia which operate outside of Mongolia, and Mongolian and foreign citizens should be involved in statistical surveys and censuses and compelled to provide accurate statistical data and information in due time when studies are carried out using accepted and approved indicators and method*s*.*

**Indicator 2.1:** The Statistical Authorityhas a legal mandate to collect information for statistical purposes*.*

**Indicator 2.2:** The Headquarters of the Statistical Authorityis allowed to collect official statistical information from the central public administrative organizations and other governmental agencies at a scheduled time.

**Indicator 2.3:** The Statistical Authority have a legal mandate to use administrative statistics.

**Indicator 2.4:** The Statistical Authority is committed to avoiding duplication of administrative and official statistics and ensure uniform methodologies.

***Principle 3. Adequacy of staff and financial resources***

*The Mongolian Statistical Authority has adequate staff and financial resources necessary to carry out its activities.*

**Indicator 3.1:** Human resources, budgets, financial and investment resources adequate to meet current statistical needs are available .

**Indicator 3.2:** The scope, detail and cost of statistics are commensurated with social needs.

**Indicator 3.3:** The need for all statistics are identified based on an assessment of users’ use of statistical information.

***Principle 4. Commitment to quality***

*The Mongolian Statistical Authority is committed to quality of its products and services. It systematically and regularly identifies its strengths and weaknesses to continuously improve process and product quality.*

**Indicator 4.1:** Statistical quality policy is defined and made available to the public.

**Indicator 4.2:** Quality of and standards for the statistical production process are in place and assured.

**Indicator 4.3:** Product quality is regularly monitored, assessed and reported according to the quality criteria for Mongolian Statistics.

**Indicator 4.4:** The external monitoring and evaluation of the implementation of statistical quality policy are conducted by a public administration organization in charge of standards, quality, and technical control.

***Principle 5: Statistical confidentiality***

*The privacy of statistical respondents (individuals, households, and legal bodies) is guaranteed by law and relevant procedures and the confidentiality of the information they provide and its use only for statistical purposes or for compilation of statistics at the national, regional, aimag, capital, soum and district levels and for calculation of statistical indicators are absolutely guaranteed.*

**Indicator 5.1**: A legal environment for preventing the Illegal use of statistical information and disclosing the confidentiality of micro data is created.

**Indicator 5.2:** Staff in the statistical authority havea code of professional ethics.

**Indicator 5.3:** Penalties for breaching the statistical confidentiality are prescribed by law**.**

**Indicator 5.4:** Specific procedures for and terms of a contract of the protection and security of statistical confidentiality are prepared and followed.

**Indicator 5.5:** Special procedures for processing micro data and its utilization by users are developed and used.

***Principle 6: Impartiality and objectivity***

*The statistical authority conducts statistical activities respecting scientific independence and in an objective, professional, and transparent manner in which all users are treated equitably.*

**Indicator 6.1:** Statistics are compiled on an objective and scientific basis.

**Indicator 6.2:** The statistical authority regularly informs users of choices of sources and statistical methods as well as dissemination of statistics.

**Indicator 6.3:** Technical and editorial errors discovered in statistical products are corrected at the earliest possible date and publicized.

**Indicator 6.4:** Information on the statistical methods employed is publicly available and the changes in the methods are informed on every occasion.

**Indicator 6.5:** Statistical release dates and times are pre-announced to users.

**Indicator 6.6:** Statistical releases are communicated to all users at the same time.

1. **STATISTICAL PROCESSES**

The Mongolian Statistical Authority introduces international common standards, methods, guidelines and good practices into the processes to collect, process, and disseminate Mongolian statistics.

The relevant aspects are:

* Sound methodology;
* Appropriate statistical procedures;
* Non-excessive burden on respondents; and
* Cost effectiveness.

***Principle 7. Sound methodology***

*Sound methodology underpins quality statistics. This requires adequate tools, procedures and expertise.*

**Indicator 7.1:** The overall methodological framework used for the national statistical system is based on internationally sound standards, recommendations and good practices.

**Indicator 7.2:** The National Statistical Office develops statistical standards, definitions and classifications and has them followed.

**Indicator 7.3:** The business register and the frame for population surveys are regularly evaluated and adjusted if necessary.

**Indicator 7.4:** Qualified staff having a bachelor and/or higher degree is recruited into the professional units of the statistical system.

**Indicator 7.5:** The Statistical Authority implements a policy of continuous vocational training for its staff.

**Indicator 7.6:** The collaboration with scientific institutions and universities is organized to improve methodology and the effectiveness of the methods employed.

***Principle 8: Appropriate Statistical Procedures***

*Adherence to appropriate statistical procedures at all stages of the process covering from data collection to data validation underpins quality statistics.*

**Indicator 8.1**: Methods for the production of administrative statistics meet statistical purposes.

**Indicator 8.2:** Questionnaries for statistical sample survey are necessarily tested prior to the data collection.

**Indicator 8.3:** Survey designs, sample selections and estimation methods are well based and regularly reviewed and revised as required.

**Indicator 8.4:** Data collection, data entry, and coding are routinely monitored and revised as required.

***Principle 9: Non-excessive burden on respondents***

*Statistics produced meet the needs of the users and the reporting burden is not excessive for respondents. The Statistical Authority monitors the response burden and set targets for its reduction over time.*

**Indicator 9.1:** The information sought from businesses is, as far as possible, readily available from their accounts and electronic means are used where possible to facilitate its return.

**Indicator 9.2:** Administrative sources are used whenever possible to avoid duplicating requests for information.

**Indicator 9.3:** Measures to enable the linking of data sources are promoted to reduce response burden.

***Principle 10: Cost effectiveness***

*Resources are used effectively.*

**Indicator 10.1:** Internal and external monitoring measures monitor the statistical authority's use of resources.

**Indicator 10.2:** Advanced informaton and communication technology is widely used in the data collection, processing and dissemination processes.

**Indicator 10.3:** Proactive efforts are made to ensure effective and better use of administrative statistics and reduce the costs for direct surveys.

**Indicator 10.4:** The Statistical Authority implements statistical standardized solutions that increase effectiveness and efficiency.

1. **STATISTICAL OUTPUT AND SERVICES**

Available statistics meet the needs of users. The Mongolian Statistical Authority serves and provides the government, research institutions, business organizations and general public with statistical information that meet quality standards. The following principles ensure that statistics are:

* Relevant;
* Accurate and reliable;
* Timely and punctual;
* Coherent and comparable; and
* Accessible.

***Principle 11: Relevance***

*Mongolian statistics meet the needs of users.*

**Indicator 11.1**: Measures are taken to identify the emerging and priority needs of users based on regular consultations with them and monitoring of the relevance and utility of existing statistics in meeting their needs.

**Indicator 11.2:** Priority needs are being met and reflected in the work programme.

**Indicator 11.3:** User satisfaction is monitored on a regular basis and systematically followed up.

**Indicator 11.4:** Collaboration with the regular users of statistics and target groups.

***Principle 12: Accuracy and reliability***

*Mongolian statistics accurately and reliably portray reality.*

**Indicator 12.1**: Source data, intermediate results and statistical outputs are regularly monitored and assessed.

**Indicator 12.2:** Sampling errors and non-sampling are measured and systematically documented according to the relevant standards.

**Indicator 12.3:** Revisions are regularly analysed in order to improve statistical process.

***Principle 13. Timeliness and punctuality***

*Mongolian statistics are released in a timely and punctual manner.*

**Indicator 13.1:** Timeliness is assured by the relevant standards.

**Indicator 13.2:** A schedule for the release of statistics is available to the public.

**Indicator 13.3:** The periodicity of statistics is identified by user requirements.

**Indicator 13.4:** Divergence from the dissemination time schedule is publicized in advance, explained and a new release date set.

***Principle 14: Coherence and comparability***

Mongolian statistics are consistent internally, over time and comparable at region and national levels; and it is possible to combine and make joint use of related data from different sources.

**Indicator 14.1:** Statistics are internally coherent and consistent.

**Indicator 14.2:** Statistics are comparable over a reasonable period of time.

**Indicator 14.3:** Statistics are compiled on the basis of common standards with respect to scope, deffinitions, units and classifications in the different surveys and sources.

**Indicator 14.4:** Statistics from the different sources and of different periodicity are compared and reconciled.

**Indicator 14.5:** Cross national and international comparability of the data is ensured.

***Principle 15: Accessibility and clarity***

*Mongolian statistics are communicated in a clear and understandable form, released in a suitable and convenient manner, available and accessible on an impartial basis with supporting metadata and guidance.*

**Indicator 15.1:** Statistics and the corresponding metadata are disseminated and archived in a form that facilitates proper interpretation.

**Indicator 15.2:** Custom-designed analyses are provided to users when feasible.

**Indicator 15.3:** Access to micro data of censuses and surveys is allowed for research purposes in accordance with special procedures.

**Indicator 15.4:** Метаdata are documented according to standardised metadata systems.

**Indicator 15.5:** Users are kept informed about the methodology of statistical processes including the use of administrative data.

**Indicator 15.6:** Users are kept informed about the statistical outputs and services with respect to the quality criteria for Mongolian statistics.