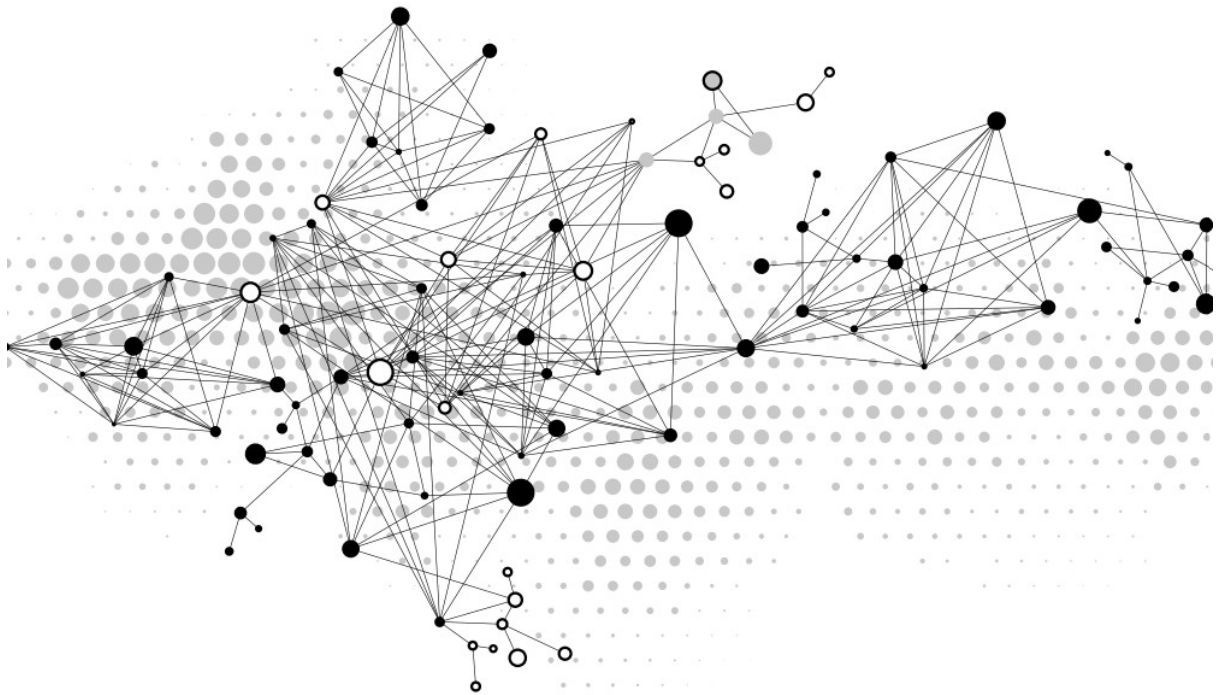




DATA DISSEMINATION POLICY OF OFFICIAL STATISTICS – 2024 & IMPLEMENTATION GUIDELINE

A Comprehensive Framework for
Transparent • Accessible • Evidence-Based
Statistical Data Dissemination



Directorate of Economics & Statistics
Planning & Convergence Department
Government of Odisha

Mrs. Anu Garg, IAS

Development Commissioner-cum-
Additional Chief Secretary
Planning & Convergence
Department Government of Odisha,
Bhubaneswar



Forward

Data, when harnessed with integrity and innovation, becomes not just an instrument of measurement but a force for transformation. This vision drives Odisha's commitment to transforming data into a tool for development, positioning our state as a pioneer in evidence-based governance for Viksit Odisha 2036 and 2047.

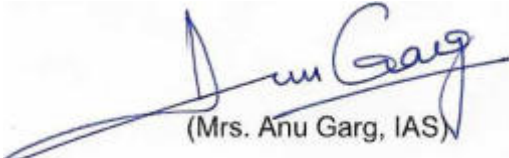
As I emphasized during National Statistics Day, "transforming data requires a robust scientific system to be in place." Our success with initiatives like the consolidated publication on the "**Data Dissemination Policy of Official Statistics - 2024 & Implementation Guidelines**" for the Directorate of Economics & Statistics, Government of Odisha that marks a significant step in our state's journey toward transparent, accountable, and evidence-based governance.

Approved through Resolution No. 14613/P dated 5th October 2024, the framework underscores Odisha's commitment to making government data accessible, reliable, and aligned with global standards such as the UN's NQAF and GSBPM. It emphasizes modern practices clear classification, "web-first" principles, machine-readable formats and inclusivity, while ensuring a balance between transparency and confidentiality. Our pioneering work includes India's first fully digitized price data collection system and the first state-level National Data Archive (NADA) for seamless data accessibility.

Institutional mechanisms like the Data Dissemination Cell will ensure effective implementation, strengthening trust and maximizing utility for policymakers, researchers, and citizens alike. This policy enhances evidence-based planning and positions Odisha as a leader in statistical excellence, supporting our vision where governance is guided by evidence and progress measured in impact.

Together, let us use this framework as a catalyst for innovation and socio-economic transformation, ensuring our statistical system serves as a mirror reflecting Odisha's journey toward becoming a developed state.

Bhubaneswar
September 2025


(Mrs. Anu Garg, IAS)



Dr. Bijay Bhusan Nanda
Director
Economics & Statistics, Odisha



Preface

It gives me immense pleasure to present the consolidated booklet on "Data Dissemination Policy of Official Statistics – 2024 & Implementation Guidelines" for the Directorate of Economics & Statistics, Government of Odisha. This comprehensive document represents a landmark initiative in our commitment to transparency, accessibility and evidence-based governance in the State of Odisha. In today's data-driven world, official statistics serve as the cornerstone of informed decision-making, policy formulation and democratic governance. The Directorate of Economics & Statistics, as the nodal statistical agency of Odisha, has always been dedicated to collecting, compiling, analyzing and disseminating high-quality statistical information across various socio-economic sectors. This policy framework further strengthens our resolve to make statistical data more accessible, reliable and user-friendly for all stakeholders.

The Data Dissemination Policy of Official Statistics – 2024, approved by the Government of Odisha through Resolution No. 14613/P dated 5th October, 2024, establishes clear guidelines for what data should be disseminated, when, how and to whom. It aligns our practices with national and international standards, including the UN's National Quality Assurance Framework (NQAF) and the Generic Statistical Business Process Model (GSBPM), ensuring that our statistical outputs meet the highest standards of quality and credibility.

The accompanying Implementation Guidelines provide detailed operational procedures, institutional arrangements and practical mechanisms to translate policy objectives into actionable results. From establishing data release calendars to setting up feedback mechanisms, these guidelines ensure systematic and transparent dissemination of official statistics across multiple platforms – digital, print and interactive.

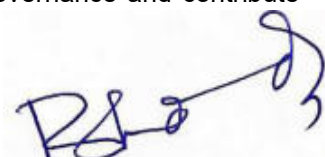
This consolidated approach addresses the diverse needs of our stakeholders, including government departments, researchers, academia, civil society, media and the general public. By adopting the "web-first" principle and ensuring accessibility for all users regardless of their digital capabilities, we are democratizing access to statistical information that can drive evidence-based planning and policy interventions.

The policy framework also emphasizes data quality, confidentiality and security while promoting openness and transparency. It establishes clear categories for data classification – from open access to restricted access data – ensuring that sensitive information is protected while maximizing the utility of statistical products for legitimate research and planning purposes.

I extend my sincere gratitude to all the officers and staff of the Directorate who have contributed to the formulation of this policy and guidelines. I also acknowledge the valuable inputs received from various stakeholders during the consultation process. The establishment of a State Level Committee for periodic review ensures that these guidelines will continue to evolve with changing needs and technological advancements.

As we embark on this new phase of statistical data dissemination, I am confident that this comprehensive framework will significantly enhance the transparency, accessibility and utility of official statistics in Odisha. It will serve as a catalyst for evidence-based governance and contribute meaningfully to the socio-economic development of our State.

Bhubaneswar
September 2025


(Dr. B.B. Nanda)

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 1901, CUTTACK, TUESDAY, OCTOBER 8, 2024 / ASWINA 16, 1946

[No.14613—PC-STC-MISC/0008/2023/P.]

PLANNING & CONVERGENCE DEPARTMENT

RESOLUTION

The 5th October, 2024

Data Dissemination Policy of Official Statistics-2024

in respect of

Directorate of Economics & Statistics, Odisha

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Abbreviations

ASI	Annual Survey of Industries
CPI	Consumer Price Index
DE&S	The Directorate of Economics and Statistics
EARAS	Establishment of an Agency for Reporting Agricultural Statistics
GSBPM	Generic Statistical Business Process Model
GSDP	Gross State Domestic Product
IIP	Index of Industrial Production
IMF	International Monetary Fund
MoSPI	Ministry of Statistics and Programme Implementation
NSS	National Sample Survey
NQAF	National Quality Assurance Framework
OECD	Organisation for Economic Cooperation and Development
RTI	Right to Information
UN	United Nations
UNECE	United Nations Economic Commission for Europe

1. Introduction

Official statistics play a pivotal role within the information infrastructure of any democratic society. It provides key inputs for evidence-based decision making and policy interventions and act as public assets for conducting research in both public and private sectors. These statistics, encompassing economic, demographic, social, and environmental realms, furnish vital insights to government bodies, the economy, and the populace alike. They are essential for modern societies with respect to planning, development, research, and analysis, effectively contributing to policy-setting and decision-making in all sectors of government and industry.

The Constitution of the Republic of India recognises the right of its citizens to information in Article 19 (1); the Right to Information Act (2005) further empowers this by promoting transparency and accountability in the workings of public Authorities.

The Directorate of Economics and Statistics (DE&S) is the designated Nodal Agency for developing an efficient statistical system and coordinating statistical activities in the State of Odisha. The DE&S carries out its functions through its own staff as well as in collaboration with other departments. These functions broadly involve collecting, compiling, processing, analysing, and disseminating various types of statistical data related to socio-economic, industrial, environmental, and agricultural activities in the State. Additionally, DE&S collects data on consumer prices, wholesale prices, farm harvest prices, wages, and livestock prices. DE&S conducts large scale census like Agriculture Census, Minor Irrigation Census, Economic Census. DE&S conducts sample surveys on crop area, crop yields, Annual Survey of Industries, Index of Industrial Production, and socio-economic round as per the guidelines of National Sample Surveys on regular basis. Besides, DE&S has large repository of secondary source data in terms of its effort to produce economic surveys, estimates of state income and related aggregates, District Statistical Handbook, Statistical Abstracts, Districts at a glance, Climatological Data, State Profile, Gender statistics etc. The above-mentioned repository of Statistical data needs to disseminate to the public for use. Therefore, DE&S strives to ensure that available resources and institutional arrangements are always in place for the effective implementation of the dissemination of Official Statistics Data to the various users—Govt. Departments/ Offices/Agencies, planners, researchers, and larger public in an understandable and easily accessible format with metadata descriptions.

The purpose of this policy is to set guiding principles regarding:

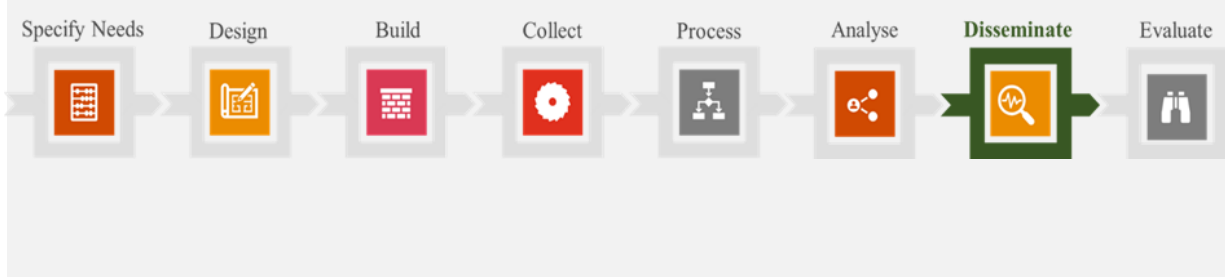
- ❖ What are the data to be and not to be disseminated?
- ❖ When the data to be disseminated?
- ❖ How the data will be disseminated?
- ❖ To whom the data will be disseminated?
- ❖ What will be the institutional arrangements for data dissemination?
- ❖ What are the quality assurance standard of data dissemination?

1.1 GSBPM to produce Official Statistics:

Globally recognised guidance on the dissemination of Official Statistics can be found in the **Generic Statistical Business Process Model (GSBPM)**, created by the Conference of European Statisticians in 2010¹.

The GSBPM is a frame work that describes and defines the set of business processes needed to produce Official Statistics. It provides a standard framework and harmonised terminology to support statistical organisations in modernising their statistical production processes, and in sharing methods and components. The GSBPM is used both within and between statistical offices as a common basis for quality assurance, enhancing efficiency, standardisation, and process-orientation. The GSBPM has 8 steps (**Figure 1**)

Figure 1: The Generic Statistical Business Process Model–high level



Specify Needs: This is the phase when a need for new statistics is identified, and it is important to determine whether there is a presently unmet demand for the identified statistics and whether that can be produced.

¹ [https://unstats.un.org/unsd/methodology/dataquality/meetings/NOAF-Beijing-Jan-2022/01%20GSBPM%20Intro%20\(UNECE\).pdf](https://unstats.un.org/unsd/methodology/dataquality/meetings/NOAF-Beijing-Jan-2022/01%20GSBPM%20Intro%20(UNECE).pdf)

Design: This phase describes the development and design activities and any associated work needed to define the statistical outputs, variables, data collection methods and instruments, sampling frame and operational processes.

Build: This phase builds and tests the production solution (collection instruments, new and enhance existing software components, configure workflows, managing a field test or pilot etc.) to the point where it is ready for use in the "live" environment.

Collect: In this phase all necessary data are collected or gathered using different collection modes(including extractions from administrative and statistical registers and databases) and loaded them into the appropriate environment for further processing.

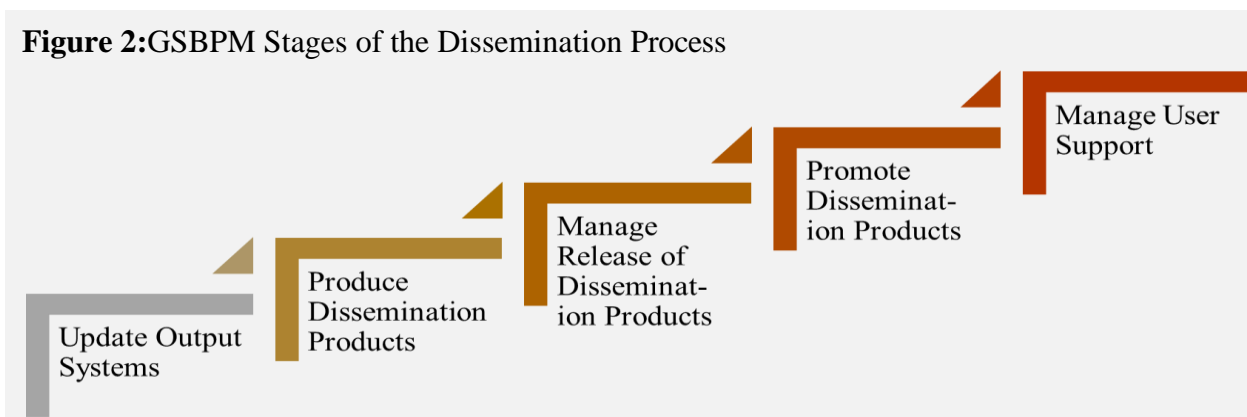
Process: This phase describes the cleaning of data and their preparation for analysis. It is made up of sub-processes that check, clean, and transform input data, so that they can be analysed and disseminated as statistical outputs.

Analyse:In this phase, statistical outputs are produced, examined in detail, and made ready for dissemination. It includes preparing statistical content and ensuring outputs are "fit for purpose" prior to dissemination to customers.

Disseminate: The activities in this this phase support users to access and use the outputs released by the statistical organisation.

Evaluate:This phase manages the evaluation of a specific instance of a single process, as opposed to the more general over-arching process of statistical quality management. It logically takes place at the end of the instance of the process but relies on inputs gathered throughout the different phases.

The GSBPM details further guidelines for each stage in the process above. The statistical data dissemination policy for DE&S is structured according to the Dissemination stage, as mentioned in (**Figure 2**):



Update output systems - This sub-process manages the update of systems where data and metadata are stored for dissemination purposes, including formatting data and metadata ready to be put into output databases; loading data and metadata into output databases; ensuring data are linked to the relevant metadata.

Produce dissemination products –This sub-process produces the products, to meet user needs. The products can take many forms including printed publications, press releases and websites. The steps included in this stage are:

- Preparing the product components (explanatory text, tables, charts etc.);
- Assembling the components into products.
- Editing the products and checking that they meet publication standards.

Manager release of dissemination products –This sub-process ensures that all elements for the timely release of data/reports are in place. It includes briefings for specific groups such as, Ministers, Government departments and officials, and press. It also includes the provision of products to subscribers.

Promote dissemination products –This sub-process involves the active promotion of the statistical products generated within a specific statistical business process, to ensure they reach a broad audience. It includes the use of user engagement, management tools, to better target potential users of the products, as well as the use of tools including websites, wikis, and blogs to facilitate the process of communicating statistical information to users.

Manage user support - This sub-process ensures that users queries are recorded, and responses are provided within agreed deadlines. These queries should be regularly reviewed to provide an input to the over-arching quality management process, as they can indicate new or changing user needs.

Aim of the Policy

In the context of the relevant legal provisions and international standards, the Statistical Data Dissemination Policy for DE&S aims to direct the release of Official Statistics that is accessible, comprehensible, effective, responsible, and beneficial to all the users.

Scope and Applicability of this Policy

This policy shall be applicable to all data and information created, generated, collected, and archived using public funds by the DE&S, Planning and Convergence (P&C)Department, Government of Odisha either directly through different census and surveys or received by the DE&S from various departments / offices / agencies / institutions etc.

The DE&S classifies the beneficiaries of their statistical data as follows:

- Government Agencies: All Ministries, Govt. Departments, Offices, Universities, Institutions etc.
- International Organisations: United Nations Offices, World Bank, International Monetary Funds, OECD etc.,
- Business Houses: Public Sector Undertakings, Private Sector Business Venture, and Institutions etc. and;
- Individuals: Researchers, Students, investors, and Entrepreneurs.

4 Principle of Statistical data dissemination

4.1 Statistical Quality Assurance

The statistical products of the DE&S should adhere to the standard set by the United Nations National Quality Assurance Frameworks Manual for Official Statistics (NQAF) as customised by the DE&S, Odisha in alignment with the Ministry of Statistics and Programme Implementation (MOSPI), Government of India (GoI). These products should fulfil the requirements of users, ensuring accuracy, credibility, reliability, timeliness, consistency, relevance, coherence, clarity, and accessibility, all grounded in robust methodologies.

National Quality Assurance Framework (NQAF)

United Nations National Quality Assurance Frameworks Manual for Official Statistics- issued in October 2019 provides a coherent and holistic system for statistical quality management which assures trust and quality of official statistics. The Quality is the degree to which a set of inherent characteristics of an object fulfils requirements. In the context of Statistical organisations, the object is the statistical output or product, the process, the institutional environment or the whole statistical system.

The framework is a template consists of 19 statements of quality with 250 quality elements and its supporting documents.

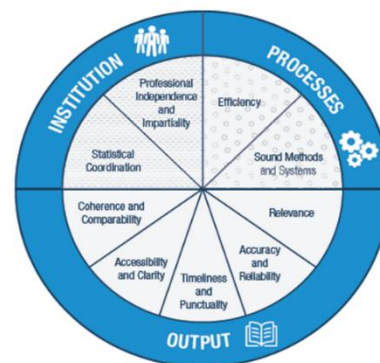
The template covers all aspects related to:

- Managing the statistical system,
- Managing the institutional environment,
- Managing statistical processes and
- Managing statistical outputs.

Benefits of NQAF

- Provides a generic model for the members of the NSS to adopt, develop or revisit their own quality assurance framework;
- Offers a mechanism for the systematic monitoring and ongoing identification of risks and quality issues across the NSS to develop timely corrective measures.
- Gives greater transparency to the processes by which quality is assured and reinforces the credibility of statistics producers and the coordinating agency within the NSS.

DIMENSIONS OF QUALITY



4.2 Conforming to national and international standards:

The DE&S also upholds the standard laid down by MoSPI's, GoI and UN Statistical Commission Fundamental Principles of Official Statistics², as pertinent to dissemination:

- Dissemination of Official Statistics should meet the test of practical utility.
- Official Statistics should be impartially made available to uphold citizens' right to public information.
- To facilitate a correct interpretation of the data, DE&S should present information according to scientific standards on the sources, methods, and procedures of the statistics, also known as metadata.
- The limitations of data and analysis should be clearly spelt out.
- Individual data collected by DE&S must be strictly confidential.
- The laws, regulations, and measures under which the statistical systems operate, should be made public.

4.3 Web first principle for data dissemination

The DE&S should have statistical portal for data dissemination. This portal should include features for data migration, data ingestion, data warehousing, data archiving. Additionally, the portal should enable users to search and filter data via a search bar or dropdown menu, with the option to download data in a machine-readable format.

4.4 Accessibility & Inclusivity

The DE&S should take steps to make the statistical data accessible and understandable for all irrespective of their digital skills or disabilities. This could be facilitated through multiple formats and tools and ensuring website compatibility with assistive technologies.

4.5 Secondary data from other Govt. Departments/ offices etc.

DE&S has the authority to publish secondary data collected from other Departments/ agencies/offices etc. for various reports and publications. Responsibility for correctness of data with consistencies will be with the respective departments/ agencies.

5. Data classification

DE&S collects, compiles, and disseminates data on several sectors on a regular basis and conducts censuses and large-scale surveys across the Districts and publishing their results in the forms of various reports. These data may be classified as follows:

² <https://unstats.un.org/unsd/dnss/gp/FP-Rev2013-E.pdf>

5.1 Shareable data

Data that do not compromise with national security and do not include personal or establishment identifiers are classified as shareable data. These data are further divided in to three sub-categories as mentioned below:

5.1.1 Open Access data

Aggregated and analysed information and publications that can be shared on the portal for the users, that constitute statistical reports and publications relating to surveys and census, secondary data collected by the DE&S.

5.1.2 Restricted Access Data free of cost.

Data collected by DE&S at the primary unit level through surveys and census, as well as item/indicator level data obtained from secondary sources after anonymising or suppressing individual/establishment identification details, are classified as restricted access data. These data can be accessed by registration in the portal. Such data can be at the unit level data from different census and surveys as decided by the DE&S from time to time.

5.1.3 Restricted Access data which is priced:

Reports and data falling under this category will be accessible to users upon approval by DE&S, subject to request and payment of costs as determined by DE&S from time to time.

5.2 Non-shareable data

All data which are outside the purview of shareable data are known as non-shareable data. This includes:

- Data containing identification particulars of individual informants/ establishments,
- Intermediate worksheets on data scrutiny, tabulation, estimation etc
- Data obtained from other sources and compiled by DE&S will be regulated as per data sharing protocol laid down by the concerned agencies.

6. Dissemination Products

6.1 Aggregate Statistics

DE&S publications including data at aggregate level, reports and instruction manuals constitute aggregate statistics. Some of the important publications are:

- Economic Survey of Odisha
- Annual Survey of Industries
- Gross State Domestic Product and related aggregates,

- Gross Fixed Capital Formation, public sector, and private sector
- Economic and purpose classification of budget
- Price Statistics (consumer price, farm harvest price, wholesale price, livestock products and biproducts etc.)
- Agricultural Labour Wages Statistics
- Agricultural Census
- Minor Irrigation Census
- Economic Census
- Business Register
- Index of Industrial Production
- Technical reports on the Establishment of an Agency for Reporting Agricultural Statistics(EARAS)
- Basic Statistics for Local Level Development
- District Statistical Handbooks
- Statistical Abstract of Odisha
- Environment Statistics

DE&S will systematically envisage to design, develop data reports etc. to cover new and emerging areas of socio-economic importance to cater to the requirements of its target users.

6.2 Microdata

Microdata refers to small-scale data collected at an individual or household level. It typically includes detailed information about specific entities such as individuals, households, or businesses. Microdata can encompass a wide range of variables, including demographic characteristics, economic indicators, health information, educational attainment, and more. Producers of Official Statistics throughout the world are facing a growing demand for individual microdata of household surveys and economic establishments surveys, particularly from academics in universities and research centres so that they may perform data analysis and study links between variables and their implications.

However, there is technical challenge in providing such data that, requires specific procedures to ensure the confidentiality of information obtained from households and companies both in the public and private sectors. The DE&S is dedicated to upholding

its commitment to data privacy and security for respondents throughout the processes of data collection, compilation, and dissemination.

There are two types of Micro data files that should be produced for each survey and census:

- Public-use Microdata: These are fully anonymized microdata files, with all identifiers removed.
- Scientific-use files (Licensed Microdata): These files are less anonymized and are transferred to other organisations based on a comprehensive description of the data exchange and conditions to be adhered to by the recipient.

All specific confidentiality and data security requirements of the NQAF are to be observed:

- Strict protocols to safeguard data confidentiality apply to users with access to Micro data for research or statistical purposes.
- The security and integrity of data and their transmission are guaranteed by appropriate policies and practices.
- Risks associated with the potential identification of individual respondents may be identified and assessed.

In addition to NQAF, DE&S will comply with all relevant national and state policies and legislations related to personal data privacy and confidentiality including the Personal Data Protection Act, 2023 and Right to Information Act, 2005.

6.3 Metadata

Metadata refers to definitions of the statistical variables, indicators and classifications used in the statistical process, as well as in presenting and delivering data to users. Relevant Metadata will be provided along with statistical data to facilitate users' understanding and determination of the suitability of the data for their requirements.

7. Data dissemination process

7.1 Dissemination Process

- i. Shareable data will be available to users in shape of hard copy (physical reports) and soft copy (digital mode) either free of cost or in lieu of fee payment. determined by a committee appointed by the Directorate of

Economics and Statistics, Odisha. The statistical web portal of DE&S will be the primary platform of data dissemination.

- ii. The State or Central Government Department/ offices/ agencies/ undertakings etc. are exempted from paying any cost for data or publications of DE&S for official use.
- iii. Concerned departments/agencies have the authority to address and rectify any issues arising from the data supplied by them to the DE&S, if necessary
- iv. Data from Government of India-sponsored surveys or censuses will be shared after approval of results by the Government of India.
- v. Any revision or updating of data in future should be communicated with specific reasons on the website well in advance.
- vi. Dissemination of shareable data will be guided by a set of internationally accepted principles of openness, equitableness, flexibility, transparency, legal conformity without infringing the principles laid down in the right to information (RTI) act,2005. Further keeping citizen' requirements as the focus the following guidelines are laid down to ensure easy, user friendly and timely dissemination.
- vii. Calendar pertaining to release of data should be available on DE&S website. Changes in dissemination schedules should be published on website well in advance.
- viii. Multiple options for downloading the data file in popular formats along with its metadata should be available.
- ix. Social media platforms will be utilised to raise awareness about newly released data or reports, in addition to the DE&S website.
- x. Data Visualisation techniques can have a transformative impact in distilling large data sets into graphics for easy understanding of complex relationships within the data. The DE&S should strive to make use of data visualization techniques utilising info graphics, interactive dashboard, spatial data (GIS) wherever possible, statistical APIs etc for their statistical outputs with intuitive and innovative technique.
- xi. Data warehouse is to be created for facilitating the users and public for easy access to the data.
- xii. It will be ensured that websites and data portals are secured from potential cyber-attacks and data breaches and in compliance with relevant cyber security laws and regulations.

7.2 Mode of Payment

The users of data dissemination portal can make direct cash payment at DE&S or online payment using debit card / Net banking facilities.

7.3 Re-dissemination of Data

Data dissemination aims to provide users with a diverse range of data for official use, planning & policy decisions, research, and further analysis. However, the users are prohibited from disseminating DE&S data, in any form as their own publications whether physical or digital. If data extracted is used in any document, the report/publication from DE&S should be cited as the source.

8. Manage User Support

The DE&S provides email and phone contact details on their website for user comments, enquiries, and requests.

8.1 Feedback Mechanism

Feedback received through feedback mechanisms are used to continuously improve the data dissemination process.

8.2 Usage Tracking

Efforts will be made to make use of analytics to understand how users are interacting with the data, which datasets are being accessed the most, which formats are more popular etc . Accordingly, steps will be taken to improve the services and allocate resources efficiently.

Also, in order to maintain visibility of the needs and satisfaction of users of statistical products and services, the DE&S conducts a user satisfaction survey on a regular basis and announces its results on the website.

9. Institutional Arrangement

A dissemination wing will be setup within DE&S to implement and monitor the progress of this Policy. At DE&S level, one nodal officer will be designated to keep liaison with other line departments on transfer of data and issues relating to such transfer.

The policy will be implemented within three months from the date of approval of the policy by the Cabinet in its meeting held on dated 28th September, 2024. Detailed guidelines will be formulated by Directorate of Economics & Statistics/ Planning & Convergence Department.

ORDER: Ordered that the Resolution be published in the Extraordinary Issue of *Odisha Gazette*.

By Order of the Governor
ANU GARG
Development Commissioner-*cum*-
Additional Chief Secretary

**GOVERNMENT OF ODISHA
PLANNING AND CONVERGENCE DEPARTMENT**

ORDER

No. 12900 /P., Bhubaneswar Dated the 09/09/2025
PC-STC-MISC-0008-2023

Sub: Implementation Guidelines for Data Dissemination Policy of Official Statistics-2024 in respect of Directorate of Economics & Statistics, Odisha.

The Data Dissemination Policy of Official Statistics-2024 in respect of Directorate of Economics & Statistics, Odisha have been issued by Planning & Convergence Department vide Resolution No. 14613/P., Dated 5th October, 2024.

The Implementation Guidelines for Data Dissemination Policy of Official Statistics-2024 in respect of Directorate of Economics & Statistics, Odisha is released (copy enclosed) for effective implementation of the Data Dissemination Policy of Official Statistics-2024 in the State.


**Development Commissioner-cum-
Additional Chief Secretary, Odisha.**

Memo No. 12901⁴⁷⁾ /P., Dated 09/09/2025

Copy forwarded to Private Secretary to Chief Minister/ Private Secretary to all Ministers for kind information of Hon'ble Chief Minister/ Hon'ble Ministers.


09.09.2025
Deputy Director.

Memo No. 12902 /P., Dated 09/09/2025

Copy along with enclosure forwarded to Private Secretary to Secretary to Government of India, Ministry of Statistics & Programme Implementation, Khurshid Lal Bhawan, Janpath, New Delhi - 110001, e-mail: secretary@mospi.gov.in for kind information of the Secretary to Government of India, Ministry of Statistics & Programme Implementation.


09.09.2025
Deputy Director.

P.T.O.

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(130)
Memo No. 12903 /P., Dated 09/09/2025

Copy along with enclosure forwarded all Departments of Government/
all Heads of Departments/ all Revenue Divisional Commissioners/ all Collectors/
all Deputy Director (P&S), District Planning & Monitoring Units (DPMUs) for
information and necessary action.


09.09.2025
Deputy Director.

Memo No. 12904 /P., Dated 09/09/2025

Copy forwarded to all State Directorate of Economics and Statistics for
information.


09.09.2025
Deputy Director.

Memo No. 12905 /P., Dated 09/09/2025

Copy forwarded to OSD to Chief Secretary/ Senior Private Secretary to
DC-cum-ACS for kind information of Chief Secretary/ Development
Commissioner-cum-Additional Chief Secretary.


09.09.2025
Deputy Director.

Memo No. 12906 /P., Dated 09/09/2025

Copy forwarded the Joint Secretary to Government, Parliamentary
Affairs Department for information with reference to his Memo No. 5595/PA,
30th September, 2024.


09.09.2025
Deputy Director.

Implementation Guidelines
for
Data Dissemination Policy of Official Statistics -2024

Directorate of Economics and Statistics, Odisha
Planning and Convergence Department

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Abbreviations

ASI	<i>Annual Survey of Industries</i>
BSLLD	<i>Basic Statistics for Local Level Development</i>
CSV	<i>Comma Separated Values</i>
DCU	<i>Departmental Commercial Undertaking</i>
dta	<i>Data (File name extension)</i>
DE&S	<i>The Directorate of Economics and Statistics</i>
DDPOS DDP	<i>Data Dissemination Policy of Official Statistics District Domestic Product</i>
FSU	<i>First-stage Sampling Unit</i>
GFCF	<i>Gross Fixed Capital Formation</i>
GoI	<i>Government of India</i>
GSDP	<i>Gross State Domestic Product</i>
HoD	<i>Heads of Department</i>
IIP	<i>Index of Industrial Production</i>
MoSPI	<i>Ministry of Statistics and Programme Implementation</i>
NDSAP	<i>National Data Sharing and Accessibility Policy</i>
NSS	<i>National Sample Survey</i>
NDCU NQAF	<i>Non-Departmental Commercial Undertaking National Quality Assurance Framework</i>
pdf	<i>Portable document format</i>
RTI	<i>Right to Information</i>
UFS	<i>Urban Frame Survey</i>
UPI	<i>Unified Payments Interface</i>

1. Introduction

The Directorate of Economics and Statistics, Odisha is the Nodal Statistical Agency of the State responsible for collection, compilation, analysis and dissemination of various official statistics relating to socio-economic, industrial, environmental, and agricultural activities in the state. Large scale censuses like Agricultural Census, Minor Irrigation Census, Major and Medium Irrigation Census, Census of Water Bodies, Census of Springs and Economic Census are being conducted by the DE&S. Similarly, the DE&S also organizes sample surveys on crop area, crop yield, Annual Survey of Industries, Index of Industrial Production and Socio-economic surveys as per the guidelines of National Statistics Office, MoSPI, Government of India on regular basis. Besides, the DE&S has the large repository of secondary source data in various social and economic sectors on account of Economic Survey of Odisha, State Income and related aggregates etc. The DE&S also produces a large number of publications through conduct of various statistical activities, the list of which along with periodicity is furnished at **Annexure-I**.

In order to ensure evidence-based planning, it is imperative that official statistics are shared and disseminated in a timely and user-friendly manner. Official statistics are key to evidence-based planning, policy formulation and effective governance both within the government and private entities. These are generated by the Government agencies from statistical surveys, census and administrative records which are published regularly. It provides an up-to-date and comprehensive information for supporting to evidence-based planning and policy formulation.

Recognizing the transformative power of data and its requirement, the Directorate of Economics and Statistics, Odisha, launched Data Dissemination Policy of Official Statistics-2024 to systematize and strengthen data sharing among the public for proper analysis and interpretations to address policy issues and challenges both at State and regional level. The DE&S will provide access to official statistics through statistical portal having features for data migration, data warehousing, data archiving according to web first principle of data dissemination. Additionally, the portal will enable users to search and filter data via a search bar or dropdown menu with the option to download data in a machine-readable format.

The Data dissemination guidelines encompass detail process through which statistical outputs are released and made available to the government departments including researchers, academia and public.

1.1 Objectives

- To establish a framework for release and sharing of official statistics produced by the Directorate.
- To promote access to the data and reports released by the Directorate in readable format with metadata description while ensuring quality, transparency and confidentiality.
- To provide reliable and timely statistics for support to evidence-based decision making.
- To adopt data dissemination practices aligning with national and international standards such as National Data Sharing and Accessibility Policy (NDSAP) and Fundamental Principles of Official Statistics.
- To ensure public trust in official statistics.

1.2 Scope and Coverage

The guideline will cover all statistical outputs generated by the Directorate including:

- Periodical publications

- Survey reports and studies
- State and District Statistical abstracts
- Dashboards and DE&S portal
- Metadata and micro-data

1.3 Principles to be followed for dissemination of data

The DE&S shall follow UN's National Quality Assurance Framework (NQAF) aligned with MoSPI and ensure reliability and credibility of data dissemination as follows:

- Accuracy:
 - Data shall be validated and verified based on scrutiny programmes by the concerned section.
 - Sampling notes with Relative Standard Errors to be specified for the survey data.
 - Data with consistencies relating to secondary data collected from the Departments / Agencies to be verified using scrutiny programmes.
 - The links of secondary sources from which data downloaded, especially Government Departments or agencies will be shared for more technical information about the source.
- Timeliness:
 - Each year an advance survey calendar shall be released and will be modified as & when needed along with additions if any.
 - Data shall be released as per Annual Data Release Calendar, Delays to be communicated in advance.
- Accessibility:
 - All data to be published in machine-readable formats and will be available as per data classification as above.
- Confidentiality:
 - Micro-data with personal identifiers to be kept confidential. The unit level data may be planned for dissemination after the system stabilizes with approval of competent authority.
- Interpretation and Clarity
 - Metadata, data dictionaries and notes to be included with datasets.
- Statistical portal for dissemination:
 - Users to search and filter data with the option to download data in a machine-readable format through statistical portal and also to meet the user needs through visualization, summaries etc.
- Standards:
 - Data sources, methods, procedures, limitations etc to be clearly indicated.

2. Classification of Data: Types of data for dissemination

Presently, the DE&S collects, compiles and disseminates various statistics on regular basis through surveys and censuses across the state.

Survey data are collected from sample of respondents / households using a structured questionnaire through a sampling design. Census data refers to information collected through a complete enumeration of every unit in a defined population. The data collected through censuses and surveys are micro data and provides information about individual entities such as households, farmers, enterprises, geographical areas like villages and towns. These data are being analyzed and results published through reports.

The aggregate data are macro data or tabular data usually presented through reports, tables and graphs. The DE&S analyzes these statistics collected from various administrative sources and prepare reports for wider use of planners and policy makers. These reports contain valuable data and analysis covering districts / blocks to be used for regional planning.

The types of data generated through various surveys and census are given below.

<u>Census data</u>	<u>Survey data</u>	<u>Aggregate data and Reports</u>
<ul style="list-style-type: none"> • Economic Census • Agricultural Census • Minor Irrigation Census • Basic Statistics for Local Level Development (BSLLD) 	<ul style="list-style-type: none"> • Crop Statistics • National Sample Survey (State Sample) • Price Statistics • Index of Industrial Production • Annual Survey of Industries (State sample) 	<ul style="list-style-type: none"> • GSDP/DDP report • IIP report and tables • GFCF report and tables • Economic & purpose classification of budget • Economic Survey Report and tables • District Statistical handbook tables • Statistical Abstract • Environment Statistics

2.1 Categories of data

The data generated through the above processes can be further categorized as Shareable data and Non-shareable data.

- **Shareable data:** All data sets having no security risks, or no identification particulars of individual / establishments are termed as shareable. The shareable datasets can be further classified as
 - **Category-A (open access data):** These are aggregate data / reports being estimated / compiled by the DE&S following statistical methods and from administrative sources. These data / reports will be shared in e-format i.e., data are in excel / csv and reports are in pdf & print format free of costs with the users. Efforts will be made to put in place the historical data as per availability.
 - **Open Access data which are priced:** These are reports / tables which will provided to the users in hard copies on payment based on the cost of photocopies / printing charges.

Open Access data:

GSDP aggregates and report, IIP report, GFCF report, Economic & purpose classification of budget report, Economic Survey Report, District Statistical Handbook, Statistical Abstract, Social Sector Statistics, Environment Statistics, All Reports of Census and Survey data. These will be available in e-format (pdf, excel etc).

Open Access data which are priced:

These are reports / tables which will provided to the users in hard copies on payment based on the cost of photocopies / printing.

- **Category-B (Restricted access data free of cost):** These are unit level data collected through censuses and surveys by the DE&S. The frequency of the data is quarterly /annual / quinquennial. The identification details of the above datasets will be suppressed / anonymized. For bonafide research works if such data are required, the same may be shared subject to conditions. These data can be allowed to the bonafide

researchers through registration. However, DE&S keeps it reserved for sharing the data subject to sufficient check & balances.

Restricted access data free of cost:

Unit level micro data of Economic Census, Agricultural Census, Minor Irrigation, BSLLD, Crop Statistics, National Sample Survey, Price Statistics, IIP, Annual Survey of Industries

○ **Category-C (Restricted access data which are priced):**

- The data/ information included in this category may be decided in case-to-case basis as per data availability/ restrictions thereto along with addendum in the Implementation Guideline.

● **Non-Shareable data:**

- These datasets include information relating to identification particular of individuals/ informants, establishments, balance sheets and data on prices collected from shops. For example, individual/ household information under NSS, establishment information / balance sheets under ASI, establishment information under IIP, balance sheets of NDCU/DCUs collected for GSDP etc.
- Revenue village frame of crop statistics, NSS FSU frame (list of sample villages), ASI frame (list of registered factories)
- Working sheet, scrutiny and tabulation format for preparation of results.
- Data obtained from other sources and compiled by the DE&S

Non-shareable data:

Identification particulars of individuals, household, establishment, balance sheet of establishments, working sheet, scrutiny and tabulation format, filled in schedule, data obtained from other sources. Frame for Crop Statistics, NSS Frame, ASI Frame etc.

3. Data

dissemination platform

The Directorate shall use multiple data dissemination platform as follows:

- Digital dissemination

The Directorate has adopted digital transformation to enhance transparency, accessibility and timeliness in dissemination of data. The official website of DE&S serves as vital platform for disseminating various official statistics.

The DE&S will also develop Data Archive using NADA (National Data Archive) platform for managing, documenting and disseminating survey and census microdata. This will allow users to browse, search and access metadata and microdata in a standardized and structured manner.

The data will be made available in machine readable format and will be provided in text, .xls, .csv, dta , .sav (open version) and PDF along with metadata.

- Print Publication

The DE&S also release various reports in print format like Odisha Economic Survey, Statistical Abstract, Districts At a Glance, Gender Statistics, Technical reports of the surveys and census etc with tables and graphs which are essential for stakeholders who require physical documents. PDF version will also be available on the official website to ensure wider accessibility.

- Interactive Platform

To make data interactive and visually engaging, the DE&S will leverage with dashboard, graphs and charts and infographics by progressive use of AI tools that allow users to explore and visualize key indicators and trends across various sectors in real time basis. The dashboard used for data dissemination will contain exhaustive graphs or charts.

4. Target Group and Stakeholders

The target group and stakeholders of the data of the DE&S are given below:

- All Government Departments, International organizations, Government undertakings, Planners and Policy Makers, Institutions, Researchers, Academia, Civil Society, Media and other Public shall have the access to the reports, summary indicators, key findings, microdata etc according to their requirements.
- Stakeholder workshop will be held to sensitize them on data/reports released or about to release for wide publicity and invite feedback/suggestions for further improvement.

5. Data Release Calendar

- The DE&S is responsible for disseminating various official statistics and macro indicators in the state and undertake surveys and census on various socio-economic aspects and publish findings through data/ reports.
- The DE&S shall adopt Annual Data Release Calendar indicating list of data / reports / publications and includes dates for publishing /release of those statistical activities after approval of the State Government / Government of India as follows.

SL. No	Month	Data/ Publication	Periodicity	Release Date
1	Jan	Districts at a glance	Annual	1 st Jan
		Second Advance estimate of EARAS crops of current agricultural year		15 th Jan
		Price Statistics (Q3): Farm Harvest Price (FHP) of agricultural commodities • Producers Price (PP) of agricultural commodities • Producers Price (PP) of animals & birds • Producers' prices (PP) of animal products and by-products • Wholesale Price (WP) of agricultural commodities • Wholesale prices (WP) of cattle feed and implements	Quarterly	31 st Jan

2	Feb	GSDP (Advance estimate of current year/1 st RE of immediate previous year/2 nd RE of preceding year of immediate previous year)	Annual	Feb (After release of Economic Survey)
		Economic Survey Report	Annual	Feb (Day before the placement of state budget)
3	March	Report on Prices of Building Materials	Annual	31 st March
		Report on Census of employees	Annual	31 st March
4	April	3 rd Advance estimate of EARAS crops of current agricultural year		15 th April
		Index of Industrial Production (Q4)	Quarterly	30 th April
		Price Statistics (Q4): <ul style="list-style-type: none"> • Farm Harvest Price (FHP) of agricultural commodities • Producers Price (PP) of agricultural commodities • Producers Price (PP) of animals & birds • Producers' prices (PP) of animal products and by-products • Wholesale Price (WP) of agricultural commodities • Wholesale prices (WP) of cattle feed and implements 	Quarterly	30 th April
5	May	--	--	--
6	June	District Statistical Handbook (DSHB)	Biennial	29 th June
		Statistical Abstract	Once in three years	29 th June
		Annual Survey of Industries	Annual	29 th June
7	July	Index of Industrial Production (Q1)	Quarterly	31 st July
		Price Statistics (Q1): <ul style="list-style-type: none"> • Farm Harvest Price (FHP) of agricultural commodities • Producers Price (PP) of agricultural commodities • Producers Price (PP) of animals & birds • Producers' prices (PP) of animal products and by-products • Wholesale Price (WP) of agricultural commodities • Wholesale prices (WP) of cattle feed and implements 	Quarterly	31 st July
8	August	First Advance estimate of EARAS crops (current agricultural year)		31 st August
		Final estimate of EARAS crops (previous agricultural year)		31 st August
9	Sept	Report on Agricultural Labour Wages		31 st Sep
10	Oct	Price Statistics (Q2): <ul style="list-style-type: none"> Farm Harvest Price (FHP) of agricultural commodities • Producers Price (PP) of agricultural commodities • Producers Price (PP) of animals & birds • Producers' prices (PP) of animal products and by-products • Wholesale Price (WP) of agricultural commodities • Wholesale prices (WP) of cattle feed and implements 	Quarterly	31 st Oct
		Index of Industrial Production (Q2)	Quarterly	31 st Oct
11	Nov	--	--	--
12	Dec	Technical report on EARAS	Annual	31 st Dec

In case, the fixed date happens to be of Sunday or public holiday, the reports to be released on Monday/ next working day.

Note: The above Annual Release Calendar is indicative.

6. Institutional arrangement for data dissemination

The DE&S shall set up **Data Dissemination Cell** headed by Additional Director / Joint Director with the following responsibilities:

- To coordinate with various sections of DE&S and ensure updation of datasets, reports, tables etc at regular intervals.
- Ensure shareable data / reports to be presented in a clear and understandable form.
- Ensure that data release timeline to be adhered to.
- Maintain annual dissemination calendar.
- Ensure that cleaned and verified data are uploaded.
- Changes in dissemination schedule would also be announced in advance.
- The websites and data portals are secured from potential cyber-attacks and data breaches and in compliance with relevant cyber security laws and regulations.
- Mode of payment for obtaining paid data will be direct cash payment at DE&S or online payment using UPI / net banking facilities.
- Use of social media for release of data /reports for wide publicity.
- For requisition of restricted access data (shareable data as per category-B), Additional Director (Coordination and Publication), Directorate of Economics and Statistics, Parishankhyan Bhawan, HoD Building, Unit -5, Bhubaneswar-751001 may be contacted in the above address or e-mail at desbbsr@nic.in as per **Annexure-II** or to access data online, user must be logged in.

6.1 Feedback mechanism

Feedback, suggestions, concerns etc of stakeholders will be responded in a time bound manner. Feedback form to be made available on the website of DE&S to collect insights and opinions from users and stakeholders for improving data quality and dissemination process.

6.2 Review of Guidelines

The guidelines will be reviewed periodically through a State Level Committee to be constituted under the chairmanship of Special Secretary, P& C Department, which is at **Annexure-III**. The feedback from the users will be thoroughly discussed in the committee and accordingly guidelines will be updated.

7 Conclusion

The Data Dissemination Guidelines for Official Statistics, 2024, as formulated by the Directorate of Economics and Statistics, Odisha, represent a significant step towards enhancing transparency, accessibility, and reliability of statistical data across the State. By aligning with national and international standards and adopting robust

quality assurance mechanisms, these guidelines aim to foster evidence-based decision-making and inclusive governance. The institutional arrangements, stakeholder engagement, and periodic review mechanisms outlined herein will ensure sustained implementation and continuous improvement of the data dissemination framework. The Directorate remains committed for upholding the principles of confidentiality, accuracy, and public trust in official statistics, thereby contributing meaningfully to the socio-economic development of Odisha.

Annexure-I

Statistical Activities of DE&S, Odisha

SL No	Statistical Activities of DE&S (Data/Reports)	Periodicity	Remarks
1	GSDP estimates (Advance estimate/1 st Revised estimate of immediate previous year/ Final estimate of preceding year of immediate previous year)	Annual	On approval of GoO
2	EARAS (Area, Yield and Production of 14 crops)	Annual	
3	Economic Survey Report	Annual	
4	Price Statistics: <ul style="list-style-type: none"> Farm Harvest Price (FHP) and Producers Price of agricultural commodities Wholesale Price (WP) of agricultural commodities Producers Price (PP) of domestic animals & birds 	Quarterly/Monthly	

	<ul style="list-style-type: none"> Producers' prices (PP) of animal products Meat, Egg, Milk products Producers Price (PP) of animal by-products Wholesale prices (WP) of animal feeds and agricultural implements Retail price of consumer goods 		
5	Districts at a glance	Annual	
6	Report on Index of Industrial Production	Quarterly	
7	Economic Census	Quinquennial	On approval of Gol
8	Agricultural census	Quinquennial	On approval of Gol
9	Minor Irrigation census, Census of Water bodies, Census of Major and Medium Irrigation, Census of Springs	Quinquennial	On approval of Gol
10	National Sample Survey	Quinquennial /Annual (subject wise)	State sample/pooled data
11	District Statistical handbook	Biennial	
12	Statistical Abstract		
13	Annual Survey of Industries	Annual	State sample/pooled data
14	Basic Statistics on Local Level Development (BSLLD)	Adhoc	Village wise data

Annexure-2

Application for Restricted Access Data (Shareable)

If the application from an organization / individual	Organization	Individual
If from organization, category of Organization / In case of individual, indicate category (Student / Researcher / Working in Govt or Private / Other)	Government Department /Government agency (PSU, Autonomous body, etc.) /University Research Centre Private Company / International organization/ Indian Non-governmental organization / Non-Indian Non-governmental organization / Others Specify _____	
Estimated number of users of requested data		
Name of Applicant	Institution name- Applicant name-	First Name- Middle Name- Last Name-
Designation		
Postal address		
Telephone No.		
Email		
Website		

Description of intended use of data		
<ol style="list-style-type: none">1. Requested data will be limited to the applicant / organization.2. The data will be only for the stated purpose(s). Data will not be used for proprietary or law enforcement purposes.3. No attempt will be made to identify any individual person, family, business, enterprise, etc. If such a unique disclosure occurs inadvertently, the identification will not be revealed to anyone nor any use will be made of the identity of any person/ entity discovered, and full details in such cases will be reported to Directorate of Economics & Statistics, Odisha.4. The applicant will implement security measures to prevent unauthorized access to data acquired.5. Any books, articles, papers, theses, reports, publications, etc. that employ data obtained under this request, will cite the data source in accordance with the established norms/practices.		Directorate of Economics & Statistics, Odisha bear no responsibility for use of the data or for any interpretation based on it.

Annexure-3

Constitution of State Level Committee

A State Level Committee will be constituted to oversee the Implementation Guidelines for Data Dissemination Policy of Official Statistics, 2024 as follows:

Special Secretary/Additional Secretary , Planning & Convergence Department	Chairman
Director, Economics & Statistics	Member
Representative of Agriculture & Farmers' Empowerment Department	Member
Representative of Commerce & Transport Department	Member
Representative of Industries Department	Member
Representative of Finance Department	Member
Representative of Housing & Urban Development Department	Member
Representative of Women & Child Development Department	Member
Representative of School and Mass Education Department	Member
Representative of Health & Family Welfare Department	Member
Additional Director, Data Dissemination Cell, DE&S	Member Convener

FUNCTIONS OF STATE LEVEL COMMITTEE

- i. Review Data dissemination policy guideline and suggest corrective measures or make changes/amendments, if required.
- ii. Examine data quality, data sources etc.
- iii. Any other matter related to data dissemination.
- iv. The committee will be convened as and when required.