**UNIVERSITY OF CAPE COAST**

**SCHOOL OF ECONOMICS**

**DEPARTMENT OF DATA SCIENCE AND ECONOMIC POLICY**

COURSE: **DATA CURATION AND MANAGEMENT PLANS**

CODE: DMA 820

**ASSIGNMENT 1**

**INDEX**

**SE/DMD/24/0023 - AKROFI SAMUEL DARKO**

**QUESTION A**

Data Policy is considered to be a set of laid down standards, principles and acceptable practices which oversee the collection, storage, processing, and sharing of data.

In order to maintain consistently transparent and accessible data dissemination at all times, the Ghana Statistical Service ensures the strict adherence to the dissemination structure that follows;

**Official Website**

Various publications, reports, and datasets such as census data, data on economic statistics, and demographic data can be accessed on the official website.

**Census Website**

The 2021 Population and Housing Census website is a rich resource for provisional results, technical documentations and other related census materials

**Publications**

Reports, analysis briefs and fact sheets on relevant topics such as population, housing and economic indicators can be obtained from the publications of the service.

DATA DISSEMINATION FORMAT

The Ghana Statistical Service basically employs the following formats for data dissemination;

**PDF**

Detailed reports on analysis briefs on various topics such as demographic statistics and economic statistics are presented in this format

**PPT Presentations**

Representatives of major stakeholders are usually converged and taken through summary presentations on key findings during which participants are given the opportunity to ask questions and put across all observations.

**General Fact Sheets**

These sheets highlight essentially brief overviews of notably significant statistics.

DATA SHARING PROTOCOLS AND PROCEDURES

The Ghana Statistical Service operates based on several core values that guides its work for which reason data sharing protocols focusing on confidentiality, privacy and security are adhered to.

These protocols are guided by the Statistical Service Act and the Data Protection Act of 2012 ( Act 843), ensuring GSS maintains international standards for data sharing and protection.

The key aspects are;

**Data Sharing Agreements**

The Government Statistician may agree in terms with MMDAs, public corporations and partner institutions to share information collected from respondents. It is worthy to note that, within the context of such arrangements, respondents are informed about data sharing and assured of their protection.

**Confidentiality**

Individual data collected by the service is strictly confidential and not disclosed in statistical results and computations.

**Data Protection Measures**

The Ghana Statistical Service (GSS) in line with data protection layouts require users not to among others redistribute or sell data without written agreement. It is also expected of users not to attempt to identify respondents or establishments.

**Microdata Dissemination Policy**

The GSS has a policy framework on microdata dissemination, ensuring data accessibility coupled with individual privacy protection.

DATA VISIBILITY (WEBSITE/SOCIAL MEDIA HANDLES)

Data from the GSS is visible through various platforms such as Statsbank, which is an online repository providing users with disaggregated data ; Digital Data Atlas, a platform that give visual census outlook on the Ghana map; Rasterized Data, a platform that provides detailed data beyond district and regional levels; Data Visualization Guidelines, which are visualizations that display statistical outputs; Publications and Reports, and Website and Data Portal.

**QUESTION B**

By carefully implementing the underlisted measures, GSS will most likely improve data curation Plans, thereby ensuring data quality and maintain trust of both internal and external users;

1. Clean and update data regularly to eliminate the incidence of errors and inconsistencies.
2. Track data transformations, updates, and modifications strictly.
3. Update existing data validation and cleaning tools.
4. Update the official website to achieve maximum user friendliness status.