

APPROVED  
by Order No DĮ-112  
of 13 05 2014  
of the Director General  
of Statistics Lithuania

## **CONFIDENTIALITY POLICY GUIDELINES OF STATISTICS LITHUANIA**

1. The Lithuanian Department of Statistics (hereinafter referred to as “Statistics Lithuania”) in the process of statistical data collection, processing and analysis and dissemination of statistical information shall fully guarantee the confidentiality of the data submitted by respondents (households, enterprises, institutions, organisations and other statistical units). All the data submitted by respondents which allow whether direct or indirect identification of respondents and their performance results shall be considered to be confidential, used only for statistical purposes and may not be provided for third parties, except for the cases established by law.

2. Statistics Lithuania shall collect personal data only after the State Data Protection Inspectorate, taking into consideration the cases established in the Law on Legal Protection of Personal Data of the Republic of Lithuania and following the Rules for Preliminary Check, approved by Order No 1T-6 of 2 February 2006 of the Director of the State Data Protection Inspectorate on the approval of the Rules for Preliminary Check, has run a preliminary check and authorised the collection of those data.

3. Statistics Lithuania shall constantly implement and update technical physical and software security assurance measures, enabling the control over access to confidential data, secure data collection, processing and dissemination.

4. In the process of ensuring data protection and confidentiality, Statistics Lithuania shall follow:

4.1. Regulation (EC) No 223/2009 of the European Parliament and of the Council of 11 March 2009 on European statistics and repealing Regulation (EC, Euratom) No 1101/2008 of the European Parliament and of the Council on the transmission of data subject to statistical confidentiality to the Statistical Office of the European Communities, Council Regulation (EC) No 322/97 on Community Statistics, and Council Decision 89/382/EEC, Euratom establishing a Committee on the Statistical Programmes of the European Communities (OJ 2009 L 87, p. 164);

4.2. Law on Statistics of the Republic of Lithuania;

4.3. Law on Legal Protection of Personal Data of the Republic of Lithuania;

4.4. other legal acts of the European Union and the Republic of Lithuania.

5. The internal legal acts of Statistics Lithuania regulating data protection and confidentiality shall be as follows:

5.1. Regulations of Statistics Lithuania, approved by Resolution No 573 of 18 May 2011 of the Government of the Republic of Lithuania on the approval of the Regulations of Statistics Lithuania, composition of the Statistical Council, Regulations of the Statistical Council and recognition of certain resolutions of the Government of the Republic of Lithuania as invalid;

5.2. Rules of Procedure of Statistics Lithuania, approved by Order No 277 of 31 December 2012 of the Director General of Statistics Lithuania on the approval of the Rules of Procedure of Statistics Lithuania;

5.3. Integrated Statistical Information System Data Security Regulations, approved by Order No DĮ-211 of 17 September 2009 of the Director General of Statistics Lithuania on the approval of the Integrated Statistical Information System Data Security Regulations;

5.4. Statistical Information System User Administration Rules, approved by Order No DĮ-76 of 12 March 2008 of the Director General of Statistics Lithuania on the approval of the Statistical Information System security policy implementation documents and establishment of a Statistical Information System Operation Resumption Working Group;

5.5. Rules for the Secure Management of Electronic Information in the Statistical Information System, approved by Order No DĮ-76 of 12 March 2008 of the Director General of Statistics Lithuania on the approval of the Statistical Information System security policy implementation documents and establishment of a Statistical Information System Operation Resumption Working Group;

5.6. Continuity of Performance of the Statistical Information System Management Plan, approved by Order No DĮ-76 of 12 March 2008 of the Director General of Statistics Lithuania on the approval of the Statistical Information System security policy implementation documents and establishment of a Statistical Information System Operation Resumption Working Group;

5.7. Permit Regime Rules, approved by Order No DĮ-76 of 23 March 2012 of the Director General of Statistics Lithuania on the approval of the Permit Regime Rules of Statistics Lithuania.

6. The legal acts listed in par. 4 and 5 of the Confidentiality Policy Guidelines of Statistics Lithuania shall establish the physical, technological and organisational measures for ensuring statistical database protection and integrity.

7. All civil servants and employees working under employment contracts of Statistics Lithuania shall read and acknowledge their understanding by signing statistical data security-related documents and sign confidential statistical data non-disclosure agreements.