



UNMIK/REG/2001/14  
2 July 2001

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**REGULATION NO. 2001/14**

**ON THE ESTABLISHMENT OF THE KOSOVO STATISTICAL OFFICE**

The Special Representative of the Secretary-General,

Pursuant to the authority given to him under United Nations Security Council resolution 1244 (1999) of 10 June 1999,

Taking into account United Nations Interim Administration Mission in Kosovo (UNMIK) Regulation No. 1999/1 of 25 July 1999, as amended, on the Authority of the Interim Administration in Kosovo,

For the purpose of establishing the Kosovo Statistical Office,

Hereby promulgates the following:

Section 1

The Kosovo Statistical Office

- 1.1 The Kosovo Statistical Office (hereinafter "the Office") is hereby established.
- 1.2 The Office shall be responsible for the overall management of matters relating to statistical data collection, its analysis, compilation, processing, dissemination, and archiving.
- 1.3 In the exercise of its responsibility, the Office shall adhere to principles of neutrality, objectivity, professional independence and rationality in concluding its activities.
- 1.4 The Office may develop and make policy recommendations, as appropriate, concerning, *inter alia*, the overall strategy and policies for the management and development of statistical services, including the organization and management of the statistical services, the regulatory framework for statistical services, the promotion of universal access to statistical services in support of democratization and economic development, and the efficient administration of available resources, including conducting statistical surveys.

1.5 The Office shall be funded from the Kosovo Consolidated Budget.

Section 2  
Functions

The Office shall:

- (a) Develop and implement the overall strategy, policy and standards for collection of data, compilation of statistical data, electronic data processing and dissemination of statistical information and data;
- (b) Ensure that all data is obtained and communicated on the basis of recognized and appropriate methods and techniques used in the field of statistics;
- (c) Introduce and develop advanced statistical services;
- (d) Propose regulations, as appropriate, on matters related to statistical services;
- (e) Perform all functions of a Regulatory Authority in statistical services;
- (f) Provide official statistics on the economic, demographic, social and environmental situation in Kosovo;
- (g) Conduct statistical surveys;
- (h) Compile and maintain registers which shall be used for statistical purposes;
- (i) Ensure access to statistical information and data to all users, such as bodies and organizations of the public administration, the economy, relevant scientific and professional institutions, the media, and the general public in accordance with the applicable law;
- (j) Guarantee the conditions for standard interpretation of collected and processed data and develop measures to respond to accidental or deliberate wrongful use of statistical data;
- (k) Cooperate and coordinate with the respective bodies and organizations of the public administration with respect to statistical services; and
- (l) Coordinate activities of international and governmental agencies and non-governmental organizations in order to promote the coherent development and implementation of statistical services.

Section 3  
Confidentiality and Protection of Data

3.1 The Office shall ensure that individual data collected for statistical purposes, whether collected from natural or legal persons, or bodies and organizations of the public administration (hereinafter “Respondents”), are handled in a strictly confidential manner and used exclusively

for statistical purposes. The Office shall establish an effective security system in order to ensure a minimal risk of a breach or violation of confidentiality. The protection of data shall include, but not be limited to, ensuring that statistics in the form of aggregates are not disseminated in such manner that information on individual respondents is inadvertently disclosed.

3.2 All employees of the Office shall sign an undertaking not to violate the confidentiality provisions set out in the present regulation and applicable law. The employees of the Office shall remain bound by this undertaking not to violate the confidentiality provisions set out in the present regulation and applicable law following the termination of their duties with the Office. Disclosure of any confidential information and data by an employee shall be a material breach of the employment contract and may result in disciplinary action being taken against such employee.

3.3 Contracts or agreements with natural or legal persons who collect, compile, process or disseminate data on behalf of the Office shall include a provision requiring them not to violate the confidentiality provisions set out in the present regulation and applicable law and providing that a violation of this obligation of confidentiality shall be a material breach of the contract of agreement.

3.4 The conditions of collecting, compiling, processing, using and linking of personal data shall be defined and governed in accordance with the applicable law.

#### Section 4 Obligations of Respondents

4.1 All respondents shall be obliged, in accordance with the applicable law, to cooperate and provide timely and accurately statistical data to the Office, and to cooperate with the Office to verify the accuracy of the collected data.

4.2 Non-compliance with the obligations under section 4.1 above shall be considered an offence liable to fines as set out in section 7 below.

#### Section 5 Co-Heads of the Office

5.1 The Office shall be jointly managed by one international and one local Co-Head (hereinafter “the Co-Heads”) who shall have extensive experience in the field of statistics.

5.2 The Co-Heads shall be appointed by the Special Representative of the Secretary-General. The Co-Heads shall be jointly responsible for:

(a) Managing the Office and ensuring that the functions entrusted to it are implemented;

(b) Staffing, organizing and administering the Office and issuing administrative instructions and operating guidelines on any matters pertaining to the functions of the Office; and

(c) Effectively and efficiently managing resources provided to the Office from the Kosovo Consolidated Budget or from any other sources.

Section 6  
Management and Employment Policies and Practices

The Co-Heads shall:

(a) Ensure that all recruitment is based on professional qualifications, competence and merit;

(b) Implement non-discriminatory personnel policies designed to ensure that the composition of the staff of the Office reflects the multi-ethnic character of Kosovo; and

(c) Endeavor to ensure equitable gender balance in all areas and levels within the Office.

Section 7  
Penalties

7.1 It shall be an offence, subject to prosecution, for any respondent to willfully or negligently, contrary to section 4.1 above, not to render information or statistical data at all or misleadingly, not completely or in due time to the Office.

7.2 Any respondent committing an offence under section 7.1 above shall, on conviction, be liable to a fine not exceeding one thousand Deutsche Marks (DM 1.000) and an order for costs.

7.3 A violation of the confidentiality provisions under the present regulation shall constitute an offence subject to prosecution under the applicable law.

Section 8  
Implementation

The Special Representative of the Secretary-General may issue administrative directions in connection with the implementation of the present regulation.

Section 9  
Applicable Law

The present regulation shall supersede any provision in the applicable law which is inconsistent with it.

Section 10  
Entry into Force

The present regulation shall enter into force on 2 July 2001.

Hans Haekkerup  
Special Representative of the Secretary-General