

## **DCMS revisions and errors statement**

### **Revisions**

This Statement is issued in accordance with the requirements set out in the Protocol on Revisions and sets out the Department's policy to be open and transparent about any revisions we make to National Statistics, and to ensure that users of our statistics have easy access to comprehensive information about those revisions.

The Department will act to help users absorb and plan for revisions by:

- Maintaining an area on the Department's website which will:
  1. Provide access to current and historical information on any revisions, corrections or changes to any of our National Statistics, and the reasons for their occurrence
  2. List any of our key National Statistics which are subject to a scheduled pattern of revisions as well as a link (where appropriate) to their separate Revisions Policies
  3. List any of our key outputs which are deliberately not revised and the reason why.
- [N.B. The Department does not currently have any statistics which fall under scope of the second and third categories. The Department will set up the area for information on revisions, once there is information to publish.]
- Including explanations for, and background details about, revisions, corrections or methodological changes within any of the publications that incorporate them.

### **Errors**

While revisions tend to be a normal, unremarkable and inevitable feature of statistics, occasionally revisions arise as a consequence of errors, or weaknesses in our procedures or systems. In such cases, and regardless of whether the responsibility is ours or of others, we will follow the procedures described below:

#### **Announcement of impending corrections**

We will be open and transparent about the need for any unscheduled corrections and, in normal circumstances, and once we ascertain the need for a correction, and become aware of its likely size and direction, we will inform all users of our intention to issue corrections and of the timescale for this.

In the case of market-sensitive statistics, however, difficult decisions sometimes have to be taken about the most appropriate way to balance competing principles. The Chief Statistician reserves the right to decide when users' right to know about impending corrections must give way to the

requirement not to create market uncertainty. In such circumstances, and in due course, we will explain the reason for our chosen course of action.

### **Dissemination of corrections**

Decisions relating to the dissemination of unscheduled corrections will be made by the Chief Statistician in the light of the circumstances prevailing at the time but in general terms:

Web versions of releases / publications / tables / articles etc - As soon as possible after we ascertain that a correction is necessary and warranted, we will amend all current electronic versions of any release, publication, table, article etc which contains the affected statistics or text, and re-populate the website as soon as possible with those amended versions. If the correction is minor or insignificant in the sense of being inconsequential and hardly noticeable, we will insert the necessary changes without alerting anyone. Otherwise, these electronic versions will include a note alerting readers to the fact that certain (albeit insubstantial) corrections have been incorporated and the reason why. If the error is substantial or significant, we will, in addition, issue a prominent alert on the website [i.e. in the research and statistics section of the DCMS website - [www.culture.gov.uk/Reference\\_library/Research/](http://www.culture.gov.uk/Reference_library/Research/)] to notify users about the correction and the reason for its occurrence.

Paper versions of releases / publications / tables - Unless there are compelling reasons, we will not attempt to recall/re-issue any paper versions of any release, publication or table etc that contains the affected statistics or text if it has already been distributed. We will, of course, ensure that when we issue further paper copies, they will include any corrections that have been incorporated in the electronic versions.

However, if the error is substantial or significant, we will, where practicable, notify the recipients of paper versions by telephone or e-mail, and point them to the revised version available on the web. If the release or publication has a long shelf life, we will consider re-issuing a revised paper version.

For more information about the National Statistics code of practice and protocols, see <http://www.statistics.gov.uk/>.