



## How-to-Guide: Making Corrections on Published Data or Information

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July 2022



## Questions and Examples about Corrections

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This document covers some basic questions to help develop an internal process when a correction needs to be made on a press release or statistical product that are disseminated on a website. The basic principles could also be applied to other disseminated formats. This document also provides basic definitions and examples.

### 1. What do I do if I find an error?

Immediately report the error to your management. In order for a correction to be made, approval must be given by (to be completed by NSO). A correction notice may be required depending on the severity of the error.

### 2. What is a high-level correction?

A **high-level correction** is defined as a correction that has a major impact on the overall analysis, comparability or understanding of a statistical product. It affects the “fitness for use” of the statistical product. Any change to a number is considered a high-level correction. A high-level correction requires a correction notice.

### 3. What is a low-level correction?

A **low-level correction** is defined as a correction that has low or no impact on the overall analysis, comparability or understanding of a statistical product. A low-level correction does not affect “fitness for use.” The most common low-level corrections are broken links and typographic and grammatical errors and do not usually require correction notice.

**4. I found an error in the press release and/or Statistical Product before making it public, what should I do?**

To be completed by NSO

**5. I found an error in the press release and/or Statistical Product after it was released to the public, but before it is disseminated on the website, what do I do?**

To be completed by NSO

**6. I found an error on the website in a Press Release and/or Statistical Product, what do I do?**

To be completed by NSO

**7. Who decides whether a correction is high- or low-level?**

To be completed by NSO

**8. Who writes the correction notice (if required) and who makes the changes in the press release and/or statistical product, and on the website?**

To be completed by NSO

**9. What should a correction notice include?**

A correction notice should provide information that is essential for our users to understand the “what,” the “when” and the “why” of the correction.

- **The “what”**

The correction notice should explain what was specifically changed from the original version. It is not sufficient to say that a change occurred.

Example:

*In the English text, the revenue from sales of goods and services was changed from 134,000 to 135,589 in Table 9 entitled ‘Selected financial statistics for record production and integrated record production and distribution industry (survey portion), by country of control, Canada, 2006 and 2005’.*

- **The “why”**

The correction notice should give the reason for the change.

Example:

*The 2009 data in this publication have been revised downward due to a processing error/as a result of data rounding errors.*

- **The “when”**

The correction notice will include what date the reload/correction was fixed.

## 10. Can you give an example of a correction notice?

Correction notices are required for high-level corrections.

### A. An example of a correction notice in the publication itself:



Release date: May 4, 2017 | Correction date: July 24, 2017

The Daily release | More information | PDF version

### Correction Notice

Minor corrections were made in Table 4 of this article. The 2014 Consumer Price Index (CPI) is now used to express values in constant dollars, whereas the 2013 CPI was previously used. The interpretation of the results of this table do not change.

### B. An example of a correction notice in the online catalogue:



HTML | PDF

**Release date:** May 5, 2017

**Link:** [View](#)

**Status:** Ongoing/Available

### Correction notice

**Correction date:** May 5, 2017

Corrections have been made to this product.

Please take note of the following change(s):

On May 5, 2017, a correction was made to Figure 1 in the section entitled "Highlights". The chart image entitled "Unemployment rate" was incorrectly updated in the French version of 71-001-X. However, the data displayed in the "Data table for figure 1" description at the bottom of the page were unaffected.

We regret any inconvenience this may have caused.

For more information please [contact us](#).

### C. Examples of correction notices in data tables:

On March 21st, 2016, provincial and territorial values for fuel types were corrected for...

On February 20th, 2017, the data for December 2016 have been corrected for "Production", "Shipments" and "Stocks at the end of month" in relation to "Masonry and other cement".

On March 31, 2017, "Desktop and similar computers, laptop and tablet computers, and servers", "Tablet computers" and "Tablet computers, businesses and governments" series were corrected back to January of 2015.

## D. Other Examples of correction notices on the website:

In [Natural resource indicators, first quarter 2021](#), one data point was corrected on the published press release, and there is a short note at the bottom of the *Note to readers* identifying the change.

### Note to readers

Data on natural resources for the first quarter of 2021 have been released along with revised data from the first quarter to the fourth quarter of 2020.

The natural resource indicators provide quarterly indicators for the main aggregates in the Natural Resource Satellite Account (NRSA), namely, gross domestic product, output, exports, imports and employment. The estimates from this account are directly comparable to the estimates in the Canadian System of Macroeconomic Accounts.

Employment estimates reported in this release align with the following definitions of natural resource subsectors. Consequently, these estimates may differ from those released by the labour productivity program.

**Core natural resources:** The NRSA defines natural resource activities as those that result in goods and services originating from naturally occurring assets used in economic activity, as well as their initial processing (primary manufacturing).

**Downstream activities:** Although not part of the core account, natural resources have important downstream effects on other sectors. In general, this production uses a large portion of primary manufactured products as inputs.

### Next release

Data on natural resource indicators for the second quarter of 2021 will be released on September 22, 2021.

### Correction note

The percentage of total GDP attributable to Natural Resources was initially reported at 10.8% for the first quarter 2021. On June 24, 2021, it was corrected to 9.9%.

In [Income of families and individuals: Subprovincial data from the T1 Family File, 2019](#), we used the actual correction symbol at the top of the press release and a corresponding note toward the bottom, as there were a number of values corrected throughout the text. A correction symbol and note were also added to the corresponding data table.

In the press release (published on the website):

## Income of families and individuals: Subprovincial data from the T1 Family File, 2019

Text

Tables

Related information

Previous release

PDF (212 KB)

Released: 2021-07-15

### Median after-tax income edges up in 2019

Median after-tax income of families and individuals edged up 0.3% from a year earlier, to \$54,650 in 2019. Median after-tax income grew at the fastest pace in census metropolitan areas (CMAs) in Quebec, while the largest decline was in the CMA of St. John's, Newfoundland and Labrador. Nationally, the share of individuals living in low income was almost unchanged from a year earlier.

#### Correction note

On August 11, 2021, a correction was made to the values associated with the concepts of total income, after-tax income and census family Low Income Measure for 2019.

In the corresponding data table:

The screenshot shows the StatCan website interface. At the top, there is a navigation bar with tabs for Subjects, Data, Analysis, Reference, Geography, Census, Surveys and statistical programs, About StatCan, and Canada.ca. Below the navigation bar, the breadcrumb path is Home > Data. The main heading is "After-tax low income status of tax filers and dependants based on Census Family Low Income Measure (CFLIM-AT), by family type and family type composition". A yellow triangle with an exclamation mark, indicating a correction, is circled in red next to the word "composition". Below the heading, the frequency is set to "Annual", the table ID is "11-10-0018-01 (formerly CANSIM 111-0046)", and the release date is "2021-07-15". There is a "Help" icon and a "Save my customizations" button. A "Customize table" section is visible, with filters for Geography (Canada), Family type composition (Family types with or without...), Reference period (From: 2015, To: 2019), and Age group (All persons). An "Apply" button is located at the bottom of the customize section.

Pop-up message when clicking on the correction symbol:

The screenshot shows a "Table Corrections" pop-up message. The title bar is dark blue with a close button (X). The message content is as follows:

**Correction date: 2021-08-11**

- On August 11, 2021, a correction was made to the values associated with the census family low income measure concept for 2019.

**Correction date: 2019-11-13**

- On November 13, 2019, estimates of Quebec and national after-tax income for 2017 were corrected. Low income measure statistics for all geographies were also corrected for 2017.

A "Close" button is located at the bottom left of the pop-up.

Here are the messaging related to the 2014 LFS error:

- [The Daily — Labour Force Survey, July 2014 \(statcan.gc.ca\)](#) - (published press release)
- [The Daily — Labour Force Survey, July 2014 \(corrected\) \(statcan.gc.ca\)](#) – (published press release)
- [Statistics Canada releases corrected Labour Force Survey Data \(statcan.gc.ca\)](#) – (published statistical announcement)
- [Review of the July 2014 Labour Force Survey release \(statcan.gc.ca\)](#) – (published internal review)