



Guide: Website Legal Notices

Prepared by Statistics Canada

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Website Legal Notices

For the website legal notices, you should look at three things:

1. [Privacy Notice/Confidentiality Notice](#)
2. [Terms and Conditions](#)
3. [Open Licence Agreement](#) (*applicable if you allow people to use your data and publications free of charge as per the international best practices*)

This document presents some examples and drafts for you to review to draft your own legal notices. **We recommend that you consult with your legal department and your IT department to obtain advice on what applies or not in your own context.**

Also note that wherever there is mention of the Statistics Act on the website, including the text of the various legal notices, the words should be hyperlinked to access the act itself.

1. Privacy Notice/Confidentiality Notice

This refers to how the NSO protects private and confidential information based on related Acts (stats act, privacy act, etc.) and by its own internal policies (government-wide and/or agency-wide). This requires a more in-depth study of the Acts upon which regulates this and policies that are in place. For the first launch of your website, you could keep it simple by referring to the stats act (see proposed text options in list after the examples below) and then you should consult with your government's legal department to see if/how you need or wish to develop this further.

Here are three examples of privacy/confidentiality notices:

Example 1 – StatCan

<http://www.statcan.gc.ca/eng/reference/privacy?MM=1>

Example 2 – Trinidad and Tobago

<http://cso.gov.tt/privacy-policy/>

Example 3 – Guyana

https://statisticsguyana.gov.gy/wp-content/uploads/2019/05/Privacy-Notice_BoSG-3.pdf

Example 4 – STATIN

<http://statinja.gov.im/About.aspx>

(You will find it under the “Quality Commitment” box, and then click on “Confidentiality Statement”.)

Confidentiality Statement

STATIN is bound by law –
[the Statistics \(Amendment\) Act 1984](#)

– to use the data it collects, compiles, processes, analyses and disseminates for statistical purposes and permanent, are required to sign an Oath of Confidentiality and a Declaration of Secrecy as by law. The information disseminated by STATIN is presented in a manner that promotes the protection of an aggregated or anonymized format to prevent the identification of any individual, household or

By using data provided by STATIN you agree to these Terms and Condition of Data Use.

Text options proposed for the first launch

(They should be modified to include part of the relevant text from your Stat Act, as applicable.)

- The (Name of the NSO) and its staff are bound by law to ensure the confidentiality of information collected from households. (full name of the Statistics Act and reference date, if applicable)
- The (Name of the NSO) and its staff are bound by law to ensure confidentiality. (full name of the Statistics Act and reference date, if applicable)
- The (Name of the NSO) and its staff are bound by law to ensure confidentiality of information collected under the Statistics Act. (full name of the Statistics Act and reference date, if applicable)

2. Terms and Conditions

This refers to the terms and conditions for website and data users. These will depend on the services and products you provide and what you deem acceptable in your context. Below are a few examples of terms and conditions. PRASC has also prepared a proposed text that you can use as a template and modify where applicable to develop your own terms and conditions.

Note that these can and should be reviewed and updated as your services, policies, laws and other things change over time. You can start with something basic to begin with and review later. You should also consult with your legal department and/or informatics department for further advice on your specific context.

Example 1 – StatCan

<http://www.statcan.gc.ca/eng/reference/important-notice?MM=1>

(this includes the privacy notice, but all other sections are part of StatCan’s terms and conditions)

Example 2– STATIN

<http://statinja.gov.jm/terms-of-use.aspx>

Example 3 – Trinidad and Tobago

<http://cso.gov.tt/terms-of-use/>

Proposed Text/Template for Terms and Conditions

(To be reviewed and adapted by NSO for its context)

Consult the separate document “PRASC_Template_WebsiteTerms&Conditions”.

3. Open Licence Agreement

This refers to a licence that permits individuals and companies to use your data free of charge under the conditions stated in the open licence agreement. This agreement should be referred to in the terms and conditions and link to its own page. In addition to having the link in the terms and conditions, it is recommended to add the link in other sections of your website where users have access to data and publications. If you are still providing paper copies, it is recommended to include a printed copy of this agreement at the end of the publication. Perhaps also consider this page in your PDF publications.

Below is a link to an example for Statistics Canada. PRASC has also prepared a separate document with a proposed text you can use as a template to develop your own open licence agreement. Not everything may apply and/or there might be things you wish to add. Also review the wording to make sure it makes sense for you and your users. This can also be revised later as things change and/or you consult further with your legal department.

Example – StatCan

www.statcan.gc.ca/eng/reference/licence

Proposed Text/Template for an Open Licence Agreement

(To be reviewed and adapted by NSO for its context)

See the separate document “PRASC_Template_Website Open Licence Agreement”.