In this issue:

Editor's Log

Controlled Access as a means
  Phillip Windell

Beyond the Public use
  Cynthia G. Fox

Data Abstracts

Announcements

Treasurer's Statement
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDITOR'S LOG</td>
<td>1</td>
</tr>
<tr>
<td>CONTROLLED ACCESS AS A MEANS OF BALANCING RESPONDENT PRIVACY AND ANALYTICAL UTILITY IN SURVEY RESEARCH Philip A. Windell</td>
<td>2</td>
</tr>
<tr>
<td>BEYOND THE PUBLIC USE FILE: CONFIDENTIALITY OF ARCHIVAL RECORDS--A Case Study, The National Center for Health Statistics Cynthia G. Fox</td>
<td>10</td>
</tr>
<tr>
<td>DATA ABSTRACTS: Women and Women's Issues</td>
<td>17</td>
</tr>
<tr>
<td>ANNOUNCEMENTS</td>
<td>24</td>
</tr>
<tr>
<td>TREASURER'S STATEMENT</td>
<td>26</td>
</tr>
</tbody>
</table>
EDITORIAL INFORMATION

The IASSIST Quarterly represents an international cooperative effort on the part of individuals managing, operating, or using machine-readable data archives, data libraries, and data services. The Quarterly reports on activities related to the production, acquisition, preservation, processing, distribution, and use of machine-readable data carried out by its members and others in the international social science community. Your contributions and suggestions for topics of interest are welcomed. The views set forth by authors of articles contained in this publication are not necessarily those of IASSIST.

INFORMATION FOR AUTHORS

The Quarterly is published four times yearly. Articles and other information should be typewritten and double-spaced. Each page of the manuscript should be numbered. The first page should contain the article title, author's name, affiliation, address to which correspondence may be sent, and telephone number. Footnotes and bibliographic citations should be consistent in style, preferably following a standard authority such as the University of Chicago Press Manual of Style or Kate L. Turabian's Manual for Writers. If the contribution is an announcement of a conference, training session, or the like, the text should include a mailing address and a telephone number for the director of the event or for the organization sponsoring the event. Book notices and reviews should not exceed two double-spaced pages. Deadlines for submitting articles are six weeks before publication. Manuscripts should be sent in duplicate to the Editor.

Elizabeth Stephenson
Institute for Social Science Research
University of California
405 Hilgard Avenue
Los Angeles, California 90024
U.S.A.
(213) 825-0716 or (213) 825-0711

Book Reviews should be submitted in duplicate to the Book Review Editor:

Kathleen M. Heim
School of Library and Information Science
Louisiana State University
Coates Hall, Room 267
Baton Rouge, LA 70803
U.S.A.
(217) 333-1000-info or (217) 333-2306-office

Dates of Publication:
Volume 7 No. 3 - September 1983
Volume 7 No. 4 - November 1983
Volume 8 No. 1 - January 1984
Volume 8 No. 2 - April 1984

Key Title: Newsletter - International Association for Social Science Information Service and Technology

ISSN - United States: 0739-1137
Copyright © 1982 by IASSIST. All rights reserved.
EDITOR'S LOG

All of you who were able to attend this year's conference in Philadelphia will surely join with me in congratulating the Program Committee for a job well done. The site arrangements were great and the sessions proved to be timely and provocative. I hope all of you will come next year when the conference will be hosted by the Canadian Secretariat. There is an announcement in this issue.

As some of you may know, we have decided not to produce another PROCEEDINGS of the conference, but will publish as many of the papers as possible in upcoming issues of the QUARTERLY. Those of you who gave presentations at the Conference should send your papers to me as soon as possible.

This issue covers one of the conference sessions on Privacy and Confidentiality. Two papers are included: Cynthia Fox of the National Archives and Records Service outlines the policies of NARS affecting data deposited there by the National Center for Health Statistics. Phillip Windell writes about the procedures governing data collection and dissemination at the Bonneville Power Administration. Both articles focus on the effects and restraints that U.S. Federal Laws have on preservation of the privacy and confidentiality of individual respondents. I should mention that both papers are printed here in a version shorter than that presented at the Conference.

Finally I would like to call your attention to the section on Data Abstracts prepared by John Kolp at the University of Iowa. He has provided an ample selection of data files on Women and Women's Issues, 1966-1981. Sadly, this is the last time we will be able to read John's fine work. He is no longer able to continue in this capacity. I would like to have someone to carry on as this is a valuable part of the information we can provide each other about collections of data. If there are any among you who would be interested, please contact me. And, best wishes to Mr. Kolp in his new endeavors.

Elizabeth Stephenson, Editor
CONTROLLED ACCESS AS A MEANS OF BALANCING
RESPONDENT PRIVACY AND ANALYTICAL UTILITY
IN SURVEY RESEARCH

BY

Phillip A. Windell
Bonneville Power Administration
U.S. Department of Energy

This paper discusses issues related to the privacy and confidentiality of survey data and describes procedures for protecting the privacy and confidentiality of survey respondents. Of primary concern are the impacts of these procedures on the research value of the data. A method for striking a balance between these two competing interests is presented together with a case study in its implementation at the Bonneville Power Administration.

THE CHALLENGE TO INDIVIDUAL PRIVACY

Sensitivity to issues involving individual privacy lies at the root of our nation's political and legal systems. The advent of very large, extremely fast electronic data processing machines presents a challenge of unprecedented magnitude, because these machines have made it possible for governments to assemble and readily access vast quantities of information concerning individuals. Lest the likelihood of such occurrences be too readily dismissed, it should be recalled that during World War II, the Department of War and the Department of State inquired about access to individually identifiable records for the U.S. Bureau of the Census in an effort to identify Americans of Japanese ancestry living on the west coast.(1) More recently, in the state of New Jersey, law enforcement officials requested individually identifiable information concerning participants in the New Jersey Negative Income Tax Experiment.(2) These are but two of many incidents that could be cited as evidence of the need for limitations on and close scrutiny of governmental uses of information pertaining to individuals.

The U.S. government is not the only beneficiary and potential abuser of data pertaining to individuals. Advertising and door-to-door sales companies, debt collection agencies, and even electric utility companies regularly use government collected data which derive from individuals, could benefit greatly from access to government data which permit identification of individual sources, and therefore represent a potential threat to individual privacy.

The Federal Government has sought to limit the increasing threat to individual privacy through appropriate legislation, including the Privacy Act of 1974 (Pub. L. 93-579). In response to this and other legislation, federal agencies have regularly attempted to avoid invasions of individual privacy from data collections through data reporting techniques that make it impossible to identify individual respondents. For example, the U.S. Bureau of the Census does not report data for individual respondents. Furthermore, where the characteristics reported for geographic clusters would enable identification of individuals, the data for that cluster are suppressed. And, indeed, the U.S. Bureau of the
Census has been exemplary in maintaining the highest ethical standards in the conduct of surveys and in protecting the privacy of survey respondents.

The Energy Information Administration, U.S. Department of Energy (EIA/DOE) relies on a different technique to protect the privacy of respondents in their energy consumption sample surveys. Among other objectives, these annual surveys are designed to produce a data base for use by analysts in accounting for variations and changes in energy consumption among individual residential units. As a result, data for individual respondents (residential units) are available on computer tapes. In an effort to protect the privacy of the respondents, the EIA/DOE suppresses certain information (for example, geographic location other than Census Region and climate zone). In addition to the interview responses, the data from the EIA/DOE surveys also include actual billing histories for the primary fuels used by the unit (electricity, natural gas, and fuel oil), including delivery or billing period dates and amounts of fuels consumed. Since the fuel suppliers could use this information to identify their own customers, the EIA/DOE "masks" this data by systematically altering the dates and fuel amounts. Thus, the billing dates are randomly altered by a factor of ± 3 days and the fuel amounts are randomly altered by a factor of ± 4 percent.

THE IMPACTS OF PRIVACY PROTECTION ON RESEARCH UTILITY

When properly implemented, both data suppression and data masking techniques are effective methods of protecting the privacy of individuals. However, the application of these techniques to a data set can also have significant impacts on the utility of the data for analytical purposes. For example, decennial census data obviously cannot be used to analyze the relationships between different characteristics of individuals or households. The smallest unit of analysis is the block (in SMSA areas), and even here, the amount of data reported is limited and suppression often has significant impacts on the results. In the case of the EIA/DOE's energy consumption surveys, the suppression of geographic identifiers prohibits state level analyses, among other desirable topics of investigation. In addition, however, the masking techniques used by the EIA/DOE (i.e., alteration of the billing history information) may have even more serious effects on the analytical utility of the data. It is likely that these techniques have little or no effect on the estimates of total values. However, the effects on subsample totals and on the results of analytical explanations (for example, multiple regression) are unknown and this author is not aware of any published attempts to estimate the possible effects. As a result, the analytical utility of the data may be severely limited.

The point of this discussion is that there is a strong inverse correlation between the traditional procedures for protecting individual privacy and the utility of the data for analytical purposes. As is too frequently the case, in order to protect ourselves against unethical usages of data, we have restricted and in some cases prohibited legitimate and profitable usages of the data. The task, and the point of this paper, is to design procedures which strike a balance between these two competing interests.

THE PRIVACY ACT OF 1974

The Privacy Act of 1974 (Pub. L. 93-579) is most frequently cited as justification for the suppression and masking of data. Sponsoring governmental agencies either simply assume that the Act prohibits the publication of data in which
individual respondents might be identified or, if they understand the Act, fear that the procedures required by the Act in order to provide access to identifiable records will adversely impact the resulting data.

The first instance is a clear and simple misinterpretation of the Act, for it does not prohibit the publication of individually identifiable data. What the Act requires is "informed consent." Respondents must be informed of the authority for and the purposes of the collection, what uses will be made of the data and by whom, and the effects on the respondent, if any, for not participating, prior to giving their voluntary consent to participate in the data collection. Since the Act has been in place for nearly ten years, it is likely that few experienced sponsoring agencies continue to suffer under this misinterpretation of the Act.

A more frequent reason for engaging in data suppression and masking is likely the sponsoring agency's hesitancy to inform respondents that certain users may be able to identify them. The agency fears, first, that response rates will be adversely impacted; second, that in an effort to avoid refusals, interviewers may avoid clearly informing the respondents; and third, to avoid the second problem, the sponsoring agency must require the respondent to read and sign a consent form, which, in turn, will have further adverse effects on the response rates.

In certain instances, the sponsoring agency's interest in complete confidentiality for its respondents is entirely justified. For example, in surveys of individuals who engage in illegal activities, or of individuals who have been the victims of personal crimes such as rape or family abuse, or of individuals whose behavior might be considered unethical or reprehensible by others (for example, extramarital sexual relationships), complete respondent confidentiality is required in order to obtain accurate information, to achieve respectable response rates, and, in some cases, to protect the life of the respondent.

In data collections involving less sensitive topics, however, such guarantees of complete confidentiality are neither necessary (in terms of insuring high response rates and a high degree of response validity), nor advantageous (in terms of producing data of maximum analytical utility). Concerning the effect on response rates, a major study by the Census Bureau and the National Academy of Sciences in 1976 included an experimental design in which respondents were assigned to one of five treatments in which the nature of the statement concerning confidentiality was systematically varied. Although the study concluded that there was a statistically significant difference in the refusal rates between respondents presented with offers of complete confidentiality, on the one hand, and those presented with statements that answers might be publicly available, the difference was only 1 percentage point (1.8% versus 2.8%). In addition, a higher percentage of refusals occurred prior to the reading of the confidentiality promise (2.9%). As Turner concludes,

Obviously, there are other factors besides confidentiality conditions that made someone refuse a Census Bureau survey, and our evidence does not support the notion that confidentiality concern is the principal motivator.

As we emphasized previously, the effect of confidentiality conditions on response rates is likely to vary depending on the sensitivity of the survey subject matter. Unfortunately, there are no well-defined studies which precisely document these effects.
The Census Bureau commissioned another experiment in an effort to determine whether varying levels of confidentiality have any impacts on the validity of responses. (9) Conducted by Response Analysis Corporation in November, 1976, the study involved a matched sample of 500 households in Taylor, Michigan. The results of this small experiment suggest that the varying conditions of confidentiality have no significant impacts on the validity of responses to nonsensitive questions, including income. (10)

In general, then, there does not seem to be any advantage in offering guarantees of complete confidentiality to respondents in nonsensitive surveys. The validity of the data is no greater than it would be if the confidentiality guarantees were less stringent. However, the application of procedures to insure complete confidentiality can severely diminish the analytical value of the data. Thus, in many circumstances, unconditional guarantees of complete confidentiality are distinctly disadvantageous.

CONTROLLED ACCESS

In the two cases discussed previously, the procedures for protecting individual privacy were implemented unconditionally. That is, everyone except the sponsoring agency was provided with the same suppressed or masked copy of the data. As a result, even users who can guarantee restricted access and who use the data for statistical purposes only, are prohibited access beyond the single published level. The result can only be a restriction of unknown extent on our ability to understand social processes. This seems not only wasteful, but tragic, especially in view of the crises which all societies currently are facing.

In place of the procedures described thus far, we are proposing here a technique which we shall call "controlled access." Strictly speaking, this technique does not "replace" suppression and masking. Rather, it differentiates between users on the basis of some well-defined criteria, and grants them varying levels of access to the data. Thus, certain users may be provided unrestricted access to the data, others may be granted partial access, while still others are permitted access only to completely confidential versions of the data.

Clearly, the user screening criteria, the procedures for applying the criteria, and the procedures for enforcing the contingent user restrictions are key elements in a controlled access environment. Among the user screening criteria, it is likely that the sponsoring agency will want to include the nature of the user's analytical objectives, the ability of the user to control access to the data, the user's potential for invading the privacy of respondents, and the potential harm that would result to the respondent from such invasions. For example, a sponsoring agency might restrict full access to users interested only in statistical analyses, who present little potential threat to the respondents, and who agree in writing not to contact any of the respondents. Further, the sponsoring agency might provide such access only on the agency's own premises.

Among the procedures required by the Privacy Act prior to the establishment of a new system of records is the designation of a records system manager. Depending on the anticipated demand for the data, the frequency with which the sponsoring agency collects data, the sensitivity of the data, and the potential harmful effects resulting from abuse, the agency may wish to leave all judgments in the hands of the system manager or, on the other hand, may wish to establish an elaborate mechanism of review committees and appeal processes.
With regard to enforcement procedures, users who are provided access to other than fully confidential versions of the data should be required to sign contractual agreements. The agreements should clearly specify the data to be provided to the users as well as the applicable restrictions on the distribution and permissible uses of the data.

AN EXAMPLE

The Bonneville Power Administration (BPA) is a power marketing agency within the U.S. Department of Energy. To assist in resource acquisition and transmission construction planning and decision-making, BPA develops forecasts of energy demand. The forecasts are produced by relatively sophisticated, data intensive computer simulation models. To support these models, BPA conducted an "energy consumption" survey in 1979. Personal interviews were conducted with approximately 4,000 residents of the Pacific Northwest region (Washington, Oregon, Idaho, and Montana), and fuel billing histories were obtained for those respondents who signed waiver forms. In designing the survey, no provisions were made either for maintaining the list of respondent names and addresses or for providing the raw data to the participating electric utilities and natural gas companies. As a result, the electric utilities and natural gas companies were unable to obtain copies of the raw data which were of analytical utility to themselves. Since the utilities had voluntarily invested some of their own resources in the survey (the utilities selected samples of their own customers and provided the fuel billing histories for their customers), utility analysts and managers were less than pleased with the result.

At about the same time, BPA joined the EIA/DOE in an experimental survey of commercial buildings in the Pacific Northwest. The original purpose of the survey was to test the feasibility of using utility billing records as a sampling frame as compared with more traditional areal sampling techniques. In return for using three Pacific Northwest areas as the test sites, BPA contributed sufficient funds to insure the completion of the fieldwork and processing of the data. Unfortunately, the terms for delivery of the data were not entirely clarified prior to the initiation of the survey so that BPA and the participating electric utilities were seriously disappointed when they discovered that the final data were fully suppressed and masked using the usual EIA/DOE procedures.

As a result of these experiences, when BPA began preparations for a second Pacific Northwest Residential Energy Survey, several electric utilities clearly and firmly articulated their desires for guaranteed access to data of maximum analytical utility to themselves. Indeed, unless BPA would satisfy these desires, several utilities made it clear that they would refuse to participate in the survey. Thus, the machine-readable copy of the data to be made available to the participating electric utilities should contain a code identifying the serving utility, together with the respondent ZIP code, all interview responses and complete, unaltered billing histories for each survey respondent.

Given this information, an interested electric utility could identify its own customers by matching the billing history information from the survey data with their own master records. With the exception of certain potentially idiosyncratic cases, however, the respondents would not be identifiable to any other agency or organization. Thus, from the standpoint of potential invasions of respondent privacy, the user audience can be easily and clearly divided into two groups: the electric utilities and natural gas companies, on the one hand; and
all other users, on the other hand. (11) Conveniently, several other criteria divide the user audience into the same two groups. For example, apart from BPA and the respondents themselves, only the electric utilities and natural gas companies have invested resources in the survey—the electric utilities assisted in the selection of the customer samples and the electric utilities and natural gas companies will be asked to provide billing histories for their customers.

Second, the billing data which the electric utilities and natural gas companies collect and maintain for all their customers is itself proprietary. Thus, the electric utilities and natural gas companies are experienced at, and have procedures in place for restricting access to certain data sets. Third, the electric utilities and natural gas companies have legitimate analytical interests in the data—to support their own planning and decision processes.

On the other hand, there is a potential for the electric and natural gas companies to abuse the privacy of the survey respondents based on the data from the survey. For example, the survey inquires about the presence of various conservation measures in the dwelling unit. The utilities could use this information to target conservation promotion campaigns. In an effort to prevent such abuses, BPA has developed an agreement which each requesting utility is required to sign prior to receipt of the data. By signing the agreement, the utility agrees to restrict access to the data to its own employees whose official duties require access; to refrain from contacting the respondents as a result of their participation in the survey; and to refrain from discriminating against the respondents. The agreement was reviewed by BPA's General Counsel and by analysts and attorneys of several local utilities prior to final implementation.

All other interested analysts will have access to a version of the data in which elements by which the user could identify individual respondents will be suppressed or otherwise masked. That is, respondent ZIP codes will be removed and elements such as respondent race, household income, and dwelling unit size will be examined to determine whether they enable the identification of individual respondents. If so, certain categories of these variables will be collapsed or, if necessary, the elements will be removed from the data set. Since the electric utilities and natural gas companies are the only users capable of identifying individual respondents through the billing history data, it will not be necessary to alter this data in order to protect the privacy of survey respondents.

As required by the Privacy Act, the respondents will be fully informed of the authority for and objectives of the survey, who will have access to the data, and the purposes for which the data will be used and that each respondent's serving electric utility and, where applicable, serving natural gas company may be able to identify them. This information will be presented verbally and in writing at the outset of the interview. In addition, near the end of the interview, each respondent will be asked to sign a form authorizing the respondent's serving electric utility and, where applicable, natural gas company, to release the respondent's billing history to the fieldwork contractor and, ultimately, to BPA. At this time, the respondents are once again informed, both verbally and in writing, that the information may be provided to their electric utility or natural gas company and that these companies may be able to identify them. Thus, the signed authorization form serves the dual purpose of authorizing release of the respondent's billing history information and documenting the respondent's informed consent to participate in the survey.
The fieldwork for the second Pacific Northwest Residential Energy Survey was scheduled to begin May 23, 1983. Thus, what effects, if any, the proposed confidentiality statements will have on response rates is yet to be determined. Needless to say, the BPA staff will monitor the response rates closely, and there are plans to conduct an analysis of the response rates as soon as possible following the completion of the fieldwork.

With regard to the BPA-utility agreements, generic copies have been distributed to all the participating electric utilities. To date, ten of the 57 participating utilities have expressed an interest in obtaining the data and a willingness to sign the agreement. (12) Several other utilities reviewed a previous draft of the agreement and, after submitting comments, expressed a willingness to sign.

SUMMARY AND CONCLUSIONS

The right to individual privacy is one of the tenets of the American political and legal system. The Federal Government has sought to protect the individual right to privacy through legislation like the Privacy Act of 1974. In response to this and other legislation, federal agencies which collect and publish data have sought to avoid privacy invasion through data suppression and masking techniques. The unconditional use of such techniques has the unfortunate consequence of impairing further analysis of the data.

This paper has offered an alternative procedure which seeks to balance the interest in protecting the privacy of the individual respondents with the interest in maximizing the analytical utility of the data. The procedure involves the provision of differential access to the data based on some well defined criteria. Thus, users with legitimate interests in conducting statistical analyses, who present little threat to the privacy of the respondents, who contractually agree not to violate the privacy of the respondents, and who either can demonstrate an ability to limit access or agree to use the data on the sponsoring agency's premises, may be granted access to the complete set of data. Users who do not satisfy all of these criteria may be granted access only to partially or fully suppressed and/or masked versions of the data.

For purposes of illustration, the controlled access system developed by the BPA for its second PNWRES was presented. This survey is just now going into the field, so what effects, if any, the confidentiality statements have on the response rates is not yet determined. To date, none of the utilities expressing interest in obtaining the data have expressed any hesitation to signing the agreement. It will likely be several years before we know whether any of the utilities have violated the agreements, or whether there are any other problems with enforcing the terms of the agreements.

NOTES AND REFERENCES


(3) The EIA/DOE also conducts surveys of commercial energy consumption. For purposes of illustration, we focus here only on the residential surveys. The techniques used to protect respondent confidentiality in the commercial surveys are basically similar to those used in the residential survey data bases.


(5) See 5 U.S.C. Sec. 552a,c.


(8) Ibid.


(11) Since BPA markets and transmits electric power only, our attention thus far has focused solely on the electric utilities. However, the fuel supplier survey portions of the end-use surveys include natural gas billing history data and the natural gas companies frequently are interested in obtaining copies of the final data.

(12) It should be noted that many of the utilities do not have the machinery or personnel to conduct statistical analyses, and are therefore not interested in obtaining a copy of the final data.
BEYOND THE PUBLIC USE FILE: CONFIDENTIALITY OF ARCHIVAL RECORDS
A CASE STUDY, THE NATIONAL CENTER FOR HEALTH STATISTICS

BY

Cynthia G. Fox
National Archives and Records Service

Governments and society need information to plan, execute and evaluate in a rational manner. Access to timely and accurate information is the cornerstone of liberty. It is no accident that Orwell's hero in 1984 was an information manager or that Henry Ford's motto "History is Bunk," and therefore subject to change was the watchword of Huxley's Brave New World. Free societies have a need and a right to know. In the United States, for example, the Social Security Act exemplifies the notion that information once considered completely private, that is work record and salary, should be collected about individuals to insure rational execution of social programs. Citizens of free societies fund these efforts through taxation and participate in the collection of data by responding to census questionnaires, filing income tax returns, registering births, deaths and marriages, and applying for licenses. In most cases, they do so willingly and often without threat of criminal liability.

This fundamental support for the collection of data, however, is tempered by fear, both real and perceived, of a loss of individual privacy and the creation of the all knowing "Big Brother." At the U.S. Federal level, this fear is translated into legislation and regulation. The Privacy Act of 1974 requires a government to inform the citizens of the existence of systems of information which may contain data about them. It permits citizens to request the destruction of files which the government has created or collected on them or correct misinformation contained in those files. Another piece of legislation, the Freedom of Information Act, permits individuals to obtain access to much of the information the government collects. These two laws attempt to insure that the individual's rights to privacy and access to information are protected. The two laws work in concert. The Freedom of Information Act, which protects the right of access, exempts from disclosure personal information the release of which would clearly constitute an invasion of personal privacy and specifies medical data. The result is that in the United States, information managers at the Federal level are at the center of a triangle composed of
1) the need to collect data of a personal nature in order to assure rational planning;
2) the right of the citizens to access the information collected by the Federal government; and 3) the need to insure the privacy of the individuals about whom the data is collected. If the confidentiality of the individual cannot be protected, then the ability of the government to collect the accurate information it requires will be impaired. Similarly, the right of access to information cannot infringe on the right of the individual to maintain his personal privacy.

The dilemma seems less of a problem when discussing machine-readable records. One collects that data needed to insure rational decision making, drops off the personal identifiers, edits or aggregates the data, and releases that new version, "a public use tape" to researchers. Unfortunately, edited and suppressed records are not always the answer and "disclosure free" data tapes are not always totally
will attempt to describe the efforts of one Federal agency to prevent the unwarranted invasion of personal privacy and the efforts of the National Archives to continue to protect the confidentiality of this type of record when transferred.

The National Center for Health Statistics, an arm of the U.S. Public Health Service, states that its primary mission is "to develop statistical information on health matters in the United States and to provide that information as quickly and in as useful a form as possible to all who desire it."(1) This mission is conducted within the context of strict controls and guidelines aimed at insuring the confidentiality of individuals and entities about whom they collect the information.

The National Center for Health Statistics or NCHS functions under two basic propositions which are that the transfer of personally identifiable data from one custodian to another should occur only in accordance with carefully formulated and widely understood written rules and that there is a basic difference between information collected and used only as statistical evidence and personally identifiable data used directly to affect the rights, benefits, privileges, responsibilities, duties, or proscriptions of individuals. They collect data for statistical and reporting purposes only and they do so in a fashion controlled by regulations, written agreements and signed assurances.

There are two laws which permit the Center to provide the confidentiality it requires to carry on its work. Section 308(d) of the Public Health Service Act (42 U.S.C. 242m) provides the basic legal authority for the protection of NCHS files. It states that no information obtained in the course of activities undertaken by NCHS and its sister agency, the National Center for Health Service Research may be used for any purpose other than the purpose for which it was supplied unless authorized by the Secretary of Health and Human Services. The law states that information obtained in the course of health statistical activities may not be published or released in another form if the particular establishment or person supplying the information or described in it is identifiable unless this establishment or person has consented. Whenever NCHS requests information, it specifies to the person or agency supplying the information that the data will be used for a limited purpose or purposes. In most cases, this use is limited to statistical research and reporting.

Under a second law, the Privacy Act of 1974, NCHS has obtained a "K-4" exemption for its statistical systems. This means that NCHS does not have to allow the subjects of its data files to have access to the records about themselves in those files. This exception to Privacy Act requirements is permitted because NCHS does not have in its data files any records that are used in any direct way to affect the persons whose records exist in these files. (2) The files are used strictly for statistical and related purposes.

The Public Health Service Act and the Privacy Act augment the basis for exemption from the Freedom of Information Act (4 U.S.C. 552). Subsection (6) of the act specifically exempts personnel and medical files and similar files "the disclosure of which would constitute a clearly unwarranted invasion of personal privacy" and subsection (3) provides that matter "specifically exempted from disclosure by statute" are also excluded from the disclosure requirements. The Public Health Service Act provides the necessary statutory restriction to prevent the disclosure of individual information.

The Center makes every effort to assure that no breach in confidentiality occurs at any stage of the life of their files. In all cases when NCHS contracts
with any organization outside the Center for the collection or use of information that identifies individuals and/or establishments not advised that all information obtained from them will be made public, the contracts are carefully worded to assure compliance with either the Privacy Act of 1974 or the Public Health Service Act. The contracts contain stipulations to assure confidentiality and physical security of the information and ensure that the contractors' employees abide by the Center's stipulations. (3)

NCHS uses three standard wordings in data collection contracts, depending on the laws governing the particular project from which the information is to be collected. The first alternative is to be used when both the Privacy Act of 1974 and Section 308(d) of the Public Health Service Act apply. The project could involve the collection of information about identified individuals which NCHS is authorized to carry out. The second alternative is used when Section 308(d) of the Public Health Service Act applies to the project but the Privacy Act does not. For example, in the case of a survey of institutions providing health services, the Privacy Act covers only individuals and does not apply. The third alternative would be used when the Privacy Act but not the Public Health Service Act covers the study. Such a situation would be rare but might occur if Congress authorized a study normally conducted by NCHS but required that NCHS conduct the study. The fourth wording is used in contracts called for when contractors process confidential data. (4)

NCHS contracts with organizations for the collection, processing, and analysis of data because such organizations are specifically equipped and staffed to perform such services effectively, although the contracting organization has no intrinsic rights in the data. These contractors provide such services as extensions of NCHS and, as such, they are subject to all the confidentiality strictures which apply to NCHS itself, and the contractors' employees are subject to the same Privacy Act actions as employees of NCHS. The Center's policy on protection of records also applies. (5)

All contractor employees must sign a "Nondisclosure Statement" as do all NCHS employees. In addition to signing the statement which specifies the force of law and punishment for violation, employees agree to maintain the same physical protections that the records are afforded in the Center. This includes keeping them locked up in fireproof cabinets or locked rooms at all times when they are not actually being used, keeping them out of sight of persons not authorized to work with the records, limiting duplicates, and transferring them in sealed containers. Furthermore, in all statistical programs involving confidential information, records containing identifiers or individuals or establishments should be held to the minimum number required to perform the Center's function. Identifiers are never carried beyond the original survey or report document when the data are processed, unless there is a legitimate and important reason for doing so. Documents containing identifiers are stored in secure areas as soon as possible.

NCHS releases its statistical data in the form of traditional published tables. It also creates public use versions of its data files by deleting personal identifiers or suppressing selected elements to ensure that the identity of the individual is protected. The availability of machine-readable microdata files enhances the value of research conducted by NCHS. It permits other public and private institutions to use the data for purposes other than the rational planning of health related services. The Center has determined that the release of the data in machine-readable form is a desirable objective. (6) However, NCHS must achieve this goal without compromising the confidentiality of its files.
The question of how to achieve both goals raises a wide range of ethical, legal, technical, technological and economic issues. Five different classes of constraint must be considered in deciding if microdata can be released and if so how it should be handled.

I have previously mentioned the Public Health Service Act which provides the legal constraint on release. As I mentioned, the PHS Act makes it clear that data collected by the Center must be processed in such a manner that the identity of no individual is disclosed and that the individual identification will be used only by persons engaged in achieving the purpose for which the information was originally assembled. The identifiers are deleted as soon as possible in the processing sequence. Policy and practices in NCHS and other general purpose statistical agencies have given strict interpretation to this principle, not only protecting individual records against unauthorized use, but also in adopting tabulation and publication procedures that are designed to make it virtually impossible to isolate, identify, or extract facts in such a way that a specific individual or business establishment can be identified by use of released data. (7)

In addition to these legal constraints, there is an ethical concern governing the release of microdata files. On basic human grounds, NCHS has an obligation to protect individual respondents against any invasion of their personal privacy and to be absolutely sure that the confidentiality of privileged communications is not breached. In the United States this ethical responsibility is embodied in the previously discussed exemption of medical files from disclosure under the Freedom of Information Act. However, NCHS is a Federal Government Agency and as such must make every effort to assure that the citizens of the country have maximum access to bodies of information that the government assembles. While NCHS has received a K-4 exemption from Privacy Act disclosure of individual files, the ethical concern embodied in the Privacy and Freedom of Information Acts still exists. A government in a free society is and ought to be responsible for informing its citizens about the scope and content of systems of information that it maintains. Any release of microdata must be done under public scrutiny providing equal access and equal protection for all involved.

The third consideration in the possible release of microdata is a technical constraint. Because NCHS programs are generally designed to produce estimates for the entire United States, some studies require elaborate scientific sampling procedures. Release of the microdata without a complete explanation of the editing, weighting, and ratio adjustments that it has undergone would be close to releasing inaccurate data. The Center must determine if the sampling and manipulating can be explained and duplicated by a researcher.

Technological considerations provide the fourth constraint on the release of data. Hardware dependency is an example of this type of consideration. Another example would be data in other than a statistical form. In some NCHS programs, original data includes such records as xray films, electrocardiograms, paper tapes, tape recordings of speech samples, blood specimens, and photographs. The ability to provide reproductions of these types of information are bound not only by technological difficulties by financial constraints as well.

This is the fifth consideration in the release of data, the economic problems. Financial means have become very important in determining the nature of the Center's statistical output. The Center's resources in funds, personnel, and equipment are limited. The highest priority and prime purpose for which NCHS surveys are conducted are the prompt production of general purpose statistical tabulations for use by a broad spectrum of consumers. The preparation of public use files takes second place to the production of these tabulations. (8)
These five constraints are reflected in the NCHS Policy Statement on release of data for individual elementary units and special tabulations. It reads, 'Within prevailing ethical, legal, technical, technological and economic restrictions, it is the policy of the National Center for Health Statistics to augment its programs of collection, analysis, and publication of statistical information with procedures for making available, at cost, transcripts of data for individual elementary units--persons or establishments--in a form that will not in any way compromise the confidentiality guaranteed the respondent.'

Micro-data tapes are released after they have been reviewed and approved by the Director of the Center as conforming to guidelines and conditions set forth in the Policy Statement. Operational considerations and attention to the matter of unit costs mean that for most data the effective format for release for the individual elementary units is a Standardized Microdata Tape Transcript. A descriptive catalogue of public use tapes is published. The catalogue is supplemented by a newsletter of updates.

Each public use data set is governed by a procedure designed specifically for that particular study. In general, however, the data set is composed of a standardized transcript, a computer tape image of the edited, weighted, and adjusted data from which all evidence is deleted which might possibly identify the respondent. The image is arranged in a fixed format and is accompanied by documentation which explains the editing and weighting and permits the use of the tape. Any codes which appear on the tape are scrambled or offered in the most general terms. Data which has proved faulty is represented by blanks. The Center will not modify standardized transcripts or produce special tapes when standardized transcripts have been prepared. Finally, each purchaser must sign, as part of the order form, a statement of assurance regarding the use of the data: 'The undersigned gives assurance to NCHS that individual elementary unit data on the micro-data tapes being ordered will be used solely for statistical research or reporting purposes.'

The Center's reference technical services are handled under contract with the National Technical Information Service (NTIS). NTIS maintains and sells out of print NCHS publications in addition to reference copies of the public use files. However, proprietary responsibility for the data is still in the hands of NCHS. When the agency no longer requires the information to perform its function or when data is replaced or superceded the records become eligible for transfer to the National Archives.

The National Archives and Records Service has been concerned with the protection of confidentiality since its establishment in 1934. Long before "privacy" became a national issue, NARS successfully protected personal, restricted, and classified material from unauthorized disclosure. NARS' general restrictions placed a 75-year restriction on files which contained personal and medical information the release of which could be embarrassing to an individual. This principle has been enforced consistently unless prospective researchers assure NARS that data is to be used for statistical or reporting purposes only.

According to the U.S. Code, records transferred to the National Archives become the responsibility of the Administrator of General Services (the parent agency of the National Archives). Statutory restrictions on their use continue to apply for 30 years from creation or longer if the Archivist and the head of the transferring Federal agency so advise (9), and other restrictions may be negotiated between the transferring agency and the Archivist.
Micro-data files which are deposited into the National Archives are treated in precisely the same fashion. Since NCHS records are subject to the restriction imposed under the PHS Act previously discussed, they are to be used for statistical and reporting purposes only, for a period of not less than 30 years. In addition, NARS General Restrictions, revised February 14, 1983, restrict for 75 years "Records containing information about a living individual which reveal details of a highly personal nature...including but not limited to information about the physical or mental health or medical or psychiatric care or treatment of the individual...not known to have been previously made public." (10) Such records, the restrictions go on, may be disclosed to "researchers for the purpose of statistical or quantitative research when such researchers have provided the National Archives with adequate written assurance that the record will be used solely as a statistical research or reporting record and that no individually identifiable information will be disclosed." (11)

In addition to the guidelines and restrictions which pertain to all archival records, two Office of Management and Budget publications offer guidelines for determining the confidentiality of machine-readable records. OMB's Computer Security Guidelines for Implementing the Privacy Act of 1974 (FIPS #1), prepared by the National Bureau of Standard, requires that provisions exist for stripping "records of individual identifiers so that identities cannot be discerned when statistical research or reporting records are disclosed or transferred 1(A) (10) and for ensuring "that an individual's identity cannot be discerned from tabulations or other presentations of statistical data by combining various statistical records or referring to other available information" 1 (A) (11).

By requiring that the agency transferring records to the National Archives supply a complete and accurate record layout as part of the documentation in hard copy form, the MachineReadable Archives Branch is able to determine with relative ease if a file contains information of a personal nature. These precise definitions of potentially restricted data elements along with detailed information relating to the specific assurances given to the respondents make the production of public use tapes in extract or summary form possible.

OMB's Privacy Act Implementation Guidelines and Responsibilities is the second publication which may be used to determine confidentiality of data elements. According to the Guidelines the elements of personal information may constitute an invasion of personal privacy if retrieved through personal identifiers. This covers a number of areas including: income or census information, private or subjective information about an individual or family, inaccuracies, information about individuals used by a Federal agency for making a policy decision, information gathered under an implied or expressed promise of confidence, or any combination of public elements which combines to form too intimate or too detailed a profile.

The National Archives operates within these guidelines and under its own restrictions and staff guidance and procedures to identify data elements which are subject to protection from disclosure. In addition, the following steps are taken to ensure the physical and intellectual security of restricted files:

a. All files are stored in an environmentally controlled vault;
b. Access to the vault is limited to NARS reference and technical personnel and the Washington National Records Center Security Officer;
c. The file and its documentation are stored separately;
d. No file is maintained in an office area except when in transit;
e. Documentation does not accompany files for computer processing;
f. All programming is controlled;
f. Agency restrictions are strictly enforced;  
h. All restrictions are published; and  
i. All requests for access to restricted data, even for statistical and reporting purposes, must be approved.

In the case of NCHS data files, the National Archives will accession not only the full master files of unsuppressed microdata but the public use versions as well. The master files meet all of the criteria for restriction for at least 75 years unless an inter-agency agreement reduces that to 72 as has been done for census files. The public use versions created by the agency will be accessioned rather than created by NARS because the Center's record of protecting the privacy and confidentiality of their data has been outstanding. The National Archives and Records Service wants to preserve the records of the Federal Government and provide access to any researcher as completely and conveniently as possible without violating the confidentiality of the information or the privacy of the source of that information. NARS and NCHS share these common goals and are working together to insure that a wealth of health related data is preserved.

NOTES


(2) Ibid., 3.

(3) Ibid., 13.

(4) Ibid., 26-37.

(5) Ibid., 9.


(7) Ibid., 5.

(8) Ibid., 6-7.

(9) 44 U.S.C. 2104.

(10) 41 C.F.R. part 105-61.5302.4(a)

(11) Ibid., 3(a).

DATA ABSTRACTS

WOMEN AND WOMEN'S ISSUES: 1966-1981

The data files described below contain information on the opinions, attitudes, and background characteristics of women in eleven countries, as well as the opinions of men and women of various nationalities on specific women's issues. The principle focus of individual data collections illustrates the changing interests of both society and the research community in women's issues over the 15-year period. The complete addresses for the data archives holding these materials are included at the end of this section. The abstracts have been constructed from documents supplied by these archives.

BELGIAN WOMEN, CATHOLICISM, AND FERTILITY
H. Gerard

Time Period: 1966
Population: Belgian Catholic women, married for at least 20 years with a second cycle educational level, and living with their husbands in one of six communes near Charleroi
Cases: 326
Variables: 405
Archive: BASS

The aim of this exploratory research is to look at the relationships between the phenomenon of fertility and affiliation with Catholicism and to evaluate the explanatory value of the doctrine of the church concerning procreation as perceived by the women interviewed. Fertility is described not only in terms of the level achieved but also through intermediate psychological, behavioral, and mental variables. Affiliation to Catholicism is measured by assessing on the one hand the present degree of integration and socialization in the religious community, and on the other hand, the mental orientation towards change in the church and towards personalization of religious involvement.

FRENCH WOMEN AND BIRTH CONTROL
Section de Psychosociologie de l'I.N.E.D. (Paris)

Time Period: 1968
Population: Married French women aged 18 to 45
Cases: 2299
Variables: 90
Archive: BASS

The population interviewed has been divided into equal groups according to age, socio-professional class, and number of children. The study was conducted through an opinion survey with questions on the motivations for birth control, ideal number of children, eventual impact of the pill on the fertility level, and the importance of contraception in the French population. Standard variables such as age, place of residence, and occupation were also included.
1970 AMERICAN WOMEN'S OPINION SURVEY

Virginia Slims/Louis Harris and Associates, Inc.

Time Period: July, 1970
Population: Samples of adult females and males
Cases: 3000 females and 1,000 males
Archive: SSDL/Harris Data Center (UNC)

This is an in-depth survey on the attitudes of American men and women and how they perceive the woman's role in contemporary society. Broad areas covered include the Women's Liberation Movement, exploitation, job hiring, discrimination, changing roles, and status of women in society. In addition to standard demographic items other questions touched on the Vietnam War, capital punishment, education, pollution, the economy, racial problems, violence, political preferences, and voting behavior.

1972 AMERICAN WOMEN'S OPINION SURVEY

Virginia Slims/Louis Harris and Associates, Inc.

Time Period: October, 1971
Population: A national adult sample and a women's sample
Cases: 2,011 & 2,009
Variables: 400
Archive: SSDL/Harris Data Center (UNC) and ICPSR

This second survey for Virginia Slims attempted to (1) measure the increasing outspokenness and independence of women in the U.S., and the increasing number of women who favor strengthening their status; and (2) explore women's influence on U.S. politics and the economy. Questions looked at partisan preference, problems confronting the nation, attitudes toward investments, borrowing, and saving, current social and economic issues, activist women's groups, discrimination against women, changing role of women, and women in politics.

WOMEN IN AMERICAN POLITICS: CONVENTION DELEGATE STUDY

Warren E. Miller, Elizabeth Douvan, William Crotty, and Jeane Kirkpatrick

Time Period: 1972
Cases: 2,587
Variables: 351 and 381
Archive: ICPSR

The study consists of two analytically distinct parts. The first set of variables contain information from all delegates to the Republican and Democratic national nominating conventions of 1972 who responded to a pre-convention mail questionnaire. The next set of variables were gathered in post-convention personal interviews with 1,336 respondents selected as a representative sample of delegates. The study focuses on the changing role of women in politics at one point in time. The mail questionnaire provides information on the nature and composition of each of the national conventions in terms of the delegates' personal life histories, political expectations and aspirations, and attitudes towards candidates, issues, and groups in society and at the conventions. The personal interview builds upon the pre-convention instrument and examines in-depth the candidate selection process, the convention proceedings, and the psychological factors involved in women's political activity. Either segment of the data may be analyzed independently, or the appropriate subset of merged data may be selected. In order to preserve the confidentiality
of individual respondents in this elite population, certain identifying variables will be permanently restricted for general dissemination.

ABORTION PATIENTS: GREAT BRITAIN

Ann Cartwright/Committee on Working of Abortion Act

Time Period: March-April, 1972
Population: Two-stage sample of women in England, Scotland, and Wales having abortions in spring, 1972
Cases: 272
Archive: SSRC Survey Archive (Essex)

Data was collected on women having abortions in the spring of 1972 to find out whom they had consulted in the process, the number of consultations, any delays involved and the reasons for them, and what the women felt about the way they had been treated. Attitudinal and behavioral questions include type of hospital, gestation weeks at operation (patient and calculator estimates) and reason for discrepancy where appropriate. Details of respondent's own GP (religion, sex, type of practice), number of consultations prior to abortion (number and type of doctors and other professionals). Discussion of possibility of abortion with friends and/or relatives, satisfaction with discussion of (dis)advantages and reasons for abortion, whether pregnant by husband (if married), desire for more children, number of previous abortions (whether NHS or private), methods of contraception ever used/used around time of conception (reasons). Future intended contraceptive practice, discussion of birth control with doctors or other professional staff, whether sterilization discussed, satisfaction with decision process for abortion and/or sterilization. Costs involved (operational, consultations, fares, lost pay), length of journey from home to clinic/hospital, number of weeks between consultation and operation, satisfaction with treatment from medical staff, details of operation (understanding and expectation of respondent). Employment status at time of conception and attitude of returning to work. Advice respondent would give to a person in similar circumstances about abortion. Background variables include age, age finished full-time education, place of birth, religion, marital status, number of children (ages), social class, household composition, persons per room, amenities (whether shared), country of residence, and length of stay in England.

WOMEN'S LABOR FORCE PARTICIPATION: DETROIT AREA STUDY, 1974

Karen Mason and William Mason

Time Period: 1974
Cases: 438
Variables: 734
Archive: ICPSR

The 1974 Detroit Area Study was conducted to gather information on the participation of women in the labor force. The survey traces the job histories of the women respondents for up to 14 previous jobs or occupations, measuring the nature of the work, duration of the job, and public or private employment status. The study also includes data on family members.
NATIONAL WOMEN'S STUDY, 1975

Market Opinion Research

Time Period: August-September, 1975
Population: Geographically stratified sample of adult women
Cases: 1,522
Variables: 278
Archive: ICPSR

The study focused on women's attitudes and opinions toward their current activities, patterns of life, and their views about the future. Comprehensive questions were asked about the work pattern of women, leisure activities, and mass media use. Other questions dealing with women's issues, such as day care centers, ERA, and divorce were also included. A full range of demographic information was also obtained.

1975 AMERICAN WOMEN'S OPINION SURVEY

Louis Harris and Associates, Inc.

Time Period: November, 1975
Archive: SSDL/Harris Data Center (UNC)

Survey examines in-depth attitudes toward women in society, particularly women who work. Questions include comparisons of men and women as workers, the status of women, ERA, handguns, oil companies, the economy, Zionism, New York City debt, Gerald Ford's cabinet, relationship of federal government and business and rating of potential Democratic and Republican nominees.

EURO-BAROMETER 3: EUROPEAN MEN AND WOMEN

Jacques-Rene Rabier and Ronald Inglehart

Time Period: May, 1975
Population: Samples of persons 15 and older from the nine EEC countries
Cases: 9,210
Variables: 200
Archive: ICPSR, DDA, and BASS

To mark International Women's Year and to arrive at a better understanding of men's and women's attitudes, this study focused on the status of women in the European Community. Respondents were asked about importance of this topic, and their perceptions and evaluations of changes in the status of women. The study also inquired into the desires of both men and women to see fewer differences between the sexes. Finally, the survey probed attitudes towards the political role of women. A second section of the survey dealt with attitudes toward the European Community and the unification of Europe. A variety of measures were used to obtain information on support for European unification and to determine what problems faced the European Community. A third section studied the respondent's satisfaction with the quality of life in six domains: economics, housing, occupation, society, leisure, and social relations. The survey also includes standard demographic information for each respondent.

WOMEN'S RELIGIOUS CONGREGATIONS IN INDONESIA

M. Legrand

Time Period: 1976
Population: Members of women's religious congregations
Cases: 88
Variables: 255
Archive: BASS

This research was undertaken within the context of the study of religious institutions and social change and particularly focuses on the cultural models and organizational structures of a female religious congregation in Indonesia. The research is concerned with the problem of the transition from western church to local church and its meaning for the cultural and institutional adaptation of religious congregations.

WOMEN'S WORKING CONDITIONS AND HEALTH

Tage Sondergard Kristensen

Time Period: November, 1976 to May, 1977
Population: Sample of companies and employees in 7 industries
Cases: 3119
Variables: 100
Archive: DDA

The investigation illuminates conditions of work, family life and health for the employees in seven "female industries": electronics, soap, textile, clothing, tobacco, footwear, and supermarkets. The monotonous and sedentary nature of typical woman's work is of major importance in the study and is related to a series of stress-symptoms and diseases of the motor system. The investigation was conducted on the initiative of the Research Council of the Trade Unions.

EURO-BAROMETER 8: MEN, WOMEN, AND WORK ROLES IN EUROPE

Jacques-Rene Rabier and Ronald Inglehart

Time Period: November, 1977
Population: Sample of persons 15 and over in the nine EEC countries
Cases: 8,826
Variables: 143
Archive: ICPSR, BASS, and DDA

This study is part of an ongoing program of public opinion research sponsored by the European Community. The study continues the series of items on feelings toward European integration and the European Community that have been asked in earlier Euro-Barometers. Attitudes toward the forthcoming European Parliamentary elections are a particular focus of the survey. A number of questions are asked about satisfaction with work and feelings about retirement. The satisfaction of housewives with their work and their possible desire for work outside the home are also explored. Other questions probe the respondent's feelings about men helping with housework and the role of women as active participants in politics.

SURVEY OF NORTH CAROLINA WOMEN

Institute for Research in Social Science (UNC)

Time Period: November, 1978 to March, 1979
Population: Sample of women 18 and over
Cases: 422
Archive: SSDL/Harris Data Center (UNC)
This telephone survey was conducted using a random-digit dialing technique with respondents stratified by county population. The survey was undertaken to collect the opinions of adult women on topics related to women's status, displaced homemakers, the ERA, rape, abortion, wife abuse, sex roles, and work attitudes.

WOMEN AND EMPLOYMENT: GREAT BRITAIN

J. Martin and H. Green (Office of Population Censuses and Surveys)

Time Period: April to June, 1980
Population: Women aged 15 to 69 in private households and husbands of some of the women
Cases: 5588
Archive: SSRC Survey Archive (Essex)

The Women's Questionnaire included the following broad topics: (a) patterns of movement in and out of the labour market; (b) factors affecting participation in the labour market; (c) recent and current employment activities; (d) the consequences of not working and the process of job search; (e) factors affecting decisions about whether to work; (f) careers and occupational mobility; and (g) general attitudes to women and work. The Men's Questionnaire was given to 800 husbands and included information on education and qualifications; current employment situation and occupation; ways in which husband's situation affects wife's employment; income and financial situation; whether respondent can easily take time off work to care for children; division of labour between husband and wife in the home; whether respondent's mother worked outside the home; and assessment of recent legislation concerning equal opportunities.

EUROPEAN WOMEN IN PAID EMPLOYMENT

J.R. Rabier

Time Period: June through July, 1980
Population: Sample of women 15 and over in paid employment in nine countries of Europe
Cases: 3392
Archive: BASS and SSRC Survey Archive (Essex)

This study was carried out at the request of the "ad hoc" Commission for Women's Rights (set up by the European Parliament in October, 1979), in order to ascertain how female workers saw themselves compared with their male colleagues. Attitudinal and behavioral questions included information concerning employment situation including degree of responsibility held and whether abilities are adequately used. Periods of voluntary/involuntary unemployment. Sex of immediate supervisor, sex of colleagues. Experience of sexual discrimination at work; whether respondent feels it is advantageous to be a man or a woman in certain areas, e.g., being considered for promotion, in terms of salary levels, as far as income tax and retirement age are concerned. Educational qualifications and assessment of usefulness. Experience of sexual harassment. Knowledge of existence of national laws concerning equality of treatment at work, knowledge of and opinion of activities of European Community and trade unions in this respect. Degree of participation in trade union activities. Background variables include type of area in which respondent lives, marital status, age finished full-time education, age and date of birth, no. of adults/children in household, occupation of head of household, household income group.
PORTRAYAL OF WOMEN IN PRESS ADVERTISEMENTS: GREAT BRITAIN

The Schlackman Group/Advertising Standards Authority

Population: Women aged 18 to 74 in Great Britain
Cases: 1053
Archive: SSRC Survey Archive (Essex)

The main aim of the research was to evaluate the reactions of women to a wide range of press advertisements, and to relate those reactions to the actual and perceived characteristics and context of those advertisements, having regard to the products advertised, the media within which those advertisements appeared, and the reader's overall orientation to advertising. Questions asked at the recruitment interview were designed to (1) classify respondents with respect to socio-economic group and other demographic variables, and (2) select a monthly or weekly women's magazine with which each respondent was familiar for placement with her at the next call. A brief self-completion questionnaire consisting of psychometric scales was placed with the respondent. During the First Recall Interview the self-completion questionnaire was collected and the current issue of the magazine previously selected was placed with the respondent. In the Second Recall Interview the respondent was asked to indicate in detail what she disliked about up to three articles or advertisements which she had marked. Additional opinions were gathered about other advertisements from other magazines and about issues related to Women's Rights.

ARCHIVE ADDRESSES

BELGIAN ARCHIVES FOR THE SOCIAL SCIENCES (BASS)
Place Montesquieu, 1 Boite 18
B-1348 Louvain-la-Neuve
Belgium

SOCIAL SCIENCE DATA LIBRARY/LOUIS HARRIS DATA CENTER
University of North Carolina
Manning Hall 026A
Chapel Hill, NC 27514 USA

DANISH DATA ARCHIVE (DDA)
Odense University
Niels Bohrs Alle 25
DK-5230 Odense M
Denmark

SSRC SURVEY ARCHIVE
University of Essex
Wivenhoe Park, Colchester
Essex
United Kingdom

INTER-UNIVERSITY CONSORTIUM FOR POLITICAL AND SOCIAL RESEARCH (ICPSR)
P.O. Box 1248
Ann Arbor, MI 48106 USA
1983 APDU ANNUAL CONFERENCE

The Association of Public Data Users (APDU) will hold its 1983 Annual Conference at the Dupont Plaza Hotel in Washington, D.C. on November 3rd and 4th. APDU is a consortium of business organizations, universities, research institutes, and federal, state, and local government agencies—all with a major interest in public, machine-readable statistical data. The annual APDU Conference provides producers, distributors, and users of public data with a unique opportunity to discuss current and proposed data products and services.

The Conference will open with a focus on federal statistics, with views from inside and out. Thursday will continue with sessions providing updates on several major federal surveys and their products, discussions of federal activities and products designed to facilitate the use of public data, and a look at the latest technology for using microcomputers to analyze public data. A reception and Board meeting will conclude Thursday's activities.

Friday will open with a brief business meeting, followed by discussions of matching and linking issues that have been encountered by municipal and federal researchers. Paul Zeisset, Philip Fulton, and Robert Marx will provide updates on Census products and services. William Butz, Associate Director for Demographic Fields, Barbara Bailar, Associate Director for Statistical Standards and Methodology, and Peter Bounpane, Assistant Director for Demographic Censuses, will lead APDU in looking ahead to the 1990 Census. Their presentations will be followed by an APDU member panel and audience discussion of what lessons may be learned from the past for planning the 1990 products and services.

For more information, please contact Susan Anderson, APDU Secretariat, Princeton University Computer Center, 97 Prospect Avenue, Princeton, New Jersey, 08544, (609) 452-6025/6052 weekdays, 9:30-1:30 PM EST.

IASSIST 1984 ANNUAL CONFERENCE

Preliminary arrangements for the 1984 Conference are underway. The conference will be held in Ottawa, Canada on May 15 through 18, 1984. Local preparations will be handled by John McDonald and the Program Chair will be Harold Naugler. A site for the conference has been found at the Park Lane Hotel, where rooms will be available for $40.00 U.S. per night. Enquiries may be addressed to the Chair, and to IASSIST President, Sue Gavrel.

Harold Naugler, Sue Gavrel
Public Archives of Canada
395 Wellington Street
Ottawa, Ontario KIA ON3
CANADA
(613) 593-4096
THE 1983 ESTHER J. PIERCY AWARD CITATION

The Resources and Technical Services Division of the American Library Association presents the Esther J. Piercy Award for the 1983 to Sue A. Dodd. This award acknowledges Ms. Dodd's recognition of the potential for machine-readable data files (MRDF) to all libraries and their patrons, and her efforts to bring this elusive medium under bibliographic control so that the material can be utilized to the fullest.

Ms. Dodd's determination to become a librarian grew out of her exposure to the problems inherent in a data library and her need to acquire the library knowledge and skills to resolve them. Accordingly, while holding her current position of Associate Research Librarian, Social Science Data Library, University of North Carolina at Chapel Hill, she worked toward her graduate library degree at the same institution. Since being awarded her degree in 1977, Ms. Dodd has been active at the national level of librarianship and information science as consultant, advisor, editor, and speaker on all aspects of MRDF. An example of her significant role is her work with the Library of Congress Network Development Office in devising a MARC format for MRDF.

Ms. Dodd's book, Cataloging Machine-Readable Data Files: An Interpretive Manual, published in 1982 by ALA, is the culmination of many years of work on behalf of the library profession. Her accomplishment in the field of machine-readable data files is original and timely. She had the foresight to identify a professional need, the courage to tackle it, the skill and ability to solve many problems in highly technical areas, and the determination to see it through to conclusion, thereby benefitting the entire profession.

Sue Dodd's hard work and achievement in a new and challenging area of librarianship and her promise for continuing service to the profession are in the best tradition of excellence represented by past recipients of this Award.
A. Revenues: Membership Fees and Interest
   1. Membership Fees (all fees received in 1982)
      Asia $130.00
      Canada 695.00
      United States 2,585.00
      Western Europe 730.00
      $4,140.00
   Less: Refunds
      Cheques on collection as of December 31, 1982 (75.00)
      (80.00)
   2. Credit received in 1982 for cheque on collection as of December 31, 1981 17.50
   3. Interest (from IASSIST chequing accounts) 251.28

SUBTOTAL A: Membership Fees and Interest $4,253.78

B. Net Revenues: Conferences and Workshops
   1. 1981 Regional Conference (Santa Monica)
      ($1,662.50, less $330.00 expenses) 1,332.50
   2. 1982 Annual Conference (San Diego)
      ($5,407.10, less $4,043.99 expenses) 1,363.11

SUBTOTAL B: Net Revenues Conferences and Workshops 2,695.61

C. Operating Expenses
   1. Newsletter: Production and Distribution (2,867.32)
   2. President's Expenses (134.59)
   3. Election Expenses (249.86)
   4. IASSIST Headquarter's Expenses (576.19)
   5. Bank Account Charges (15.96)
   6. Other (21.35)

SUBTOTAL C: Operating Expenses (3,865.27)

D. Carry Forward from 1982 (A + B + C) 3,084.12

E. Cash Position as of December 31, 1982
   1. Carry Forward from 1982 3,084.12
   2. Carry Forward from Previous Years 8,703.93
      $11,788.05

CAN$ Account Statement Balance 1,656.38
USA$ Account Statement Balance 10,131.67

Edward H. Hanis, Treasurer
March 31, 1983
IASSIST

MEMBERSHIP AND SUBSCRIPTION FEES

THE INTERNATIONAL ASSOCIATION FOR SOCIAL SCIENCE INFORMATION SERVICES AND TECHNOLOGY (IASSIST) is a professional association of individuals who are engaged in the acquisition, processing, maintenance, and distribution of machine readable text and/or numeric social science data. The membership includes information system specialists, database librarians or administrators, archivists, researchers, programmers, and managers. Their range of interests encompass hardcopy as well as machine readable data.

Paid-up members enjoy voting rights and receive the IASSIST QUARTERLY and benefit of reduced fees for attendance at regional and international conferences sponsored by IASSIST. Membership fees are:

- Regular Membership: $20 per calendar year
- Student Membership: $10 per calendar year

Institutional subscriptions to the QUARTERLY are available. Institutional subscriptions do not convey voting rights or other membership benefits, other than receiving the QUARTERLY.

- Institutional Subscription: $35 per calendar year (which includes one volume of the QUARTERLY)

The Treasurer
International Headquarters, IASSIST
Social Science Computing Laboratory
The University of Western Ontario
London, Canada N6A 5C2
ADMINISTRATIVE COMMITTEE

President: Sue Gavrel, Machine Readable Data Archives, Public Archives of Canada, 395 Wellington Street, Ottawa, Ontario K1A 0N4, Canada

Vice President: Henk Schrik, Steinmetz Archives, Herengracht, 410-412, 1017 BX Amsterdam, The Netherlands

REGIONAL SECRETARIES

Asia: Naresh Nijhawan, Indian Council of Social Science Research, Data Archive, 35 Ferozshah Road, New Delhi, 11001, India

Canada: Wendy Watkins, Social Science Data Archive, Carleton University, Ottawa, Ontario K1S 5B6, Canada

East Europe: Bartlomiej Gasiorowski, Komitet Nauk Politycznych, PAN. Danych skrytka pocztowa 12,00-955 Warszawa, Poland

West Europe: Erika Von Brunken, Medical Information Center, MIC-KIBIC, Box 60201, S-104 01 Stockholm, Sweden

United States: Judith S. Rowe, Computer Center, 87 Prospect Street, Princeton University, Princeton, New Jersey 08544, U.S.A.

MEMBERS-AT-LARGE

John de Vries, Department of Sociology, Carleton University, Ottawa, Ontario K1S 5B6, Canada

Sue A. Dodd, Social Science Data Library, Manning Hall, University of North Carolina, Chapel Hills, North Carolina 27514, U.S.A.

Carolyn Geda, Inter-University Consortium for Political and Social Research, P.O. Box 1248, University of Michigan, Ann Arbor, Michigan 48106, U.S.A.

Jackie McGee, The RAND Corporation, 1700 Main Street, Santa Monica, California 90406, U.S.A.

Nancy Carmichael McManus, Social Science Research Council, 1438 Corcoran Street, NW, Washington, D.C. 20009, U.S.A.

Ekkehard Mochmann, Zentralarchiv für Empirische Sozialforschung, University of Cologne, Bachemerstrasse 40, D-5000 Cologne 41, Federal Republic of Germany

David Nasatir, California State University, Dominguez Hills, California 90747, U.S.A.

Per Nielsen, Danish Data Archives, Niels Bohrs Alle 25, DK-5230 Odense M. Denmark

Laine G. M. Ruus, Data Library, University of British Columbia, 2075 Wesbrook Hall, Vancouver, British Columbia, V6T 1W5, Canada

Don Trees, The RAND Corporation, 1700 Main Street, Santa Monica, California 90406, U.S.A.

EX OFFICIO

Treasurer: Ed Hanis, Social Science Computing Laboratory, University of Western Ontario, London, Ontario N6A 5C2, Canada

Editor: Elizabeth Stephenson, Institute for Social Science Research, University of California, 405 Hilgard Avenue, Los Angeles, California 90024, U.S.A.