

Department of Justice

Statement of Administrative Sources used for Statistical Purposes

1. Data Sources currently used in the production of Official Statistics

When compiling official statistics, staff within DOJ Statistics and Research Branch utilise data held in the following administrative systems:

- **Prison Record Information System (PRISM)**

2. Change Management

When changes to administrative systems are considered, statistical staff are consulted as follows:

- **Prison Record Information System (PRISM):** Staff within DOJ Statistics and Research Branch liaise directly with the database management team in Northern Ireland Prison Service.

3. Access Arrangements

The following arrangements exist for providing statistical staff access to admin data for statistical purposes:

- **PRISM:** DoJ Stats Branch has been granted live read access to the PRISM system and also to relevant sections of the PRISM extractor programme – Business Objects. This enables DoJ statisticians to extract and download bespoke frozen file segments on command from the PRISM database.

4. Arrangements for auditing quality of administrative data used for statistical purposes

- **PRISM:** When downloads are taken from PRISM, the following validation steps are completed: (i) Checking consistency (over time and between variables) and reliability of the data; (ii) analysis of trends; (iii) checking that values fall within acceptable ranges; (iv) assurance from subject matter experts; (v) cross-referencing for consistency with data held and produced by Prison Service HQ.

5. Security

- **PRISM:** Data is extracted from PRISM via a secure passworded and encrypted link. Files are held on secure drives only accessible by relevant branch staff. Files are not transmitted outside the branch.

6. Other administrative sources (as potential sources of Official Statistics)

The following administration system is not currently used in the production of official statistics but may have the subsequent potential to source Official Statistics:

- n/a