



**Your research**

**Our data**

## Introduction

The mission of Statistics Netherlands (CBS) is to publish reliable and coherent statistical information that responds to the needs of society. The information published by CBS encompasses many aspects of Dutch society, from macroeconomic indicators such as economic growth and consumer prices to the income situation of individuals and households. CBS makes this information available to the general public through its website ([www.cbs.nl](http://www.cbs.nl)). It does so objectively and independently.

In addition, CBS offers possibilities to work with the datasets which are used in its statistical production. This brochure explains the various ways in which research can be performed based on the anonymised data that are available at CBS about individual persons, households, businesses and institutions; these are the so-called microdata sets.

## Access and use

You are contemplating a research project, perhaps you have already written a proposal, and you wish to explore the possibilities of answering your research questions using microdata analysis. At CBS, we can grant access to our datasets and let you work independently with the microdata.

A full overview of all available datasets can be found here: [www.cbs.nl/microdata-eng](http://www.cbs.nl/microdata-eng). If there is no suitable dataset for your particular research, CBS will in many cases be able to compile a specific dataset for you. It is also possible to upload your own dataset for linking to the CBS datasets, so you can use the enriched dataset for your research project.

The conditions under which you can use CBS microdata can be found here: [www.cbs.nl/microdata-eng](http://www.cbs.nl/microdata-eng).

As soon as your organisation has received permission to conduct research on the CBS microdata, you can conduct your own research by using the Remote Access (RA) facility. This means that you will be able to gain access to the data through a secured internet connection on any safe workstation<sup>1)</sup> by using a personalised token.

## **Help and support**

If you wish to explore the possibilities of using CBS microdata facilities for your research, CBS can offer you support. CBS has a team of account managers who can assist you. Charges apply to the facilitating of access by CBS and the use of CBS microdata. If you wish to know more about the possibilities of doing your own research using CBS microdata, please contact CBS at [microdata@cbs.nl](mailto:microdata@cbs.nl) or via telephone: +31 70 337 5006.

<sup>1)</sup> Please consult 'Rules for using the RA facility' on [www.cbs.nl/microdata-eng](http://www.cbs.nl/microdata-eng).

## Overview of services

Once you start working on CBS microdata, CBS continues to offer help and support. A number of services listed here are compulsory; other services are optional. Below you will find an overview of our services.

## Requesting and starting a research project

Service	Type	Description
Assistance with request for access to microdata	Optional	For each new research project, your organisation must request permission to access microdata. You need to apply for this permission yourself, but CBS can assist you and help you on your way.
Information on available datasets	Optional	Provision of information about available datasets. If, after consulting the available information, you have additional questions that will take an extensive amount of time to answer, we will send you an offer for a separate feasibility study (see Feasibility study of available data).
Feasibility study of available data	Optional	A study of the availability of datasets within CBS which are not included in our standard catalogue of datasets and which is estimated to take up more than 5 working hours.

## Services during the project start-up

Service	Type	Description
Starting up a new research project	Compulsory	This service covers all activities necessary for starting up a new research project: <ul style="list-style-type: none"><li>– an intake meeting</li><li>– drafting a contract</li><li>– creating a project environment on RA (creating accounts, providing access rights to the correct datasets, installing necessary software).</li></ul> If the project requires datasets from CBS which are not included in our catalogue of datasets, the preparation of these datasets is not included in this basic service. This will be offered as a custom-made service.
Authorisation new researcher	Compulsory	Drawing up a confidentiality statement and providing an introduction to the RA environment. The researcher will receive a personal token in loan.
Authorisation onlooker	Compulsory	Drawing up a confidentiality statement and adding an onlooker to the administration of a specific project. An onlooker has no personal access to the RA environment and can only watch if a fully authorised RA researcher is present.

---

Importing your own microdata	Optional	In consultation with us, you can bring your own set of data on individual persons/businesses/institutions to be used in your research project. The data must be obtained legally and the provision to CBS should also be legal. The data can only be imported via our secured upload facility. The data must not be sent by e-mail. The dataset will be adjusted to prevent disclosure. Direct identifiers will be deleted and replaced by a meaningless linkage key of CBS.
Compiling custom-made dataset	Optional	If the datasets available in our catalogue are insufficient for your research project, we can prepare a dataset tailored to your specific demands.
Use of available supplementary software	Optional	Apart from the basic software packages a number of additional software packages are available on RA. These packages are made available by CBS to researchers at a charge proportional to the licence fee.
Use of supplementary software not available	Optional	If you need a specific software package for your project that has not yet been installed on RA, we offer a feasibility study regarding the implementation of this software on RA. On the basis of this feasibility study, we will give you an estimate of the costs of the actual purchase and installation of the software. After installation, CBS can provide no further support for these software packages.

---

## Services during an ongoing research project

Service	Type	Description
Support during an ongoing research project	Compulsory	Monthly service subscription for: <ul style="list-style-type: none"><li>– Availability of RA network</li><li>– Use of basic software</li><li>– Use of hardware and disk space; for each project the maximum disk space is 100 Gb</li><li>– Exports (not output, e.g. syntax files, documentation)</li><li>– Small import requests</li><li>– Help desk</li><li>– Administration</li><li>– Closing the project and removing user accounts, either on the agreed date or earlier at the request of the researcher.</li><li>– Archiving the project environment for 5 years after project closure. If the size of the archive file exceeds 1 Gb or the archiving period is longer than 5 years, additional costs will be charged (see below).</li></ul>
Output checking	Compulsory	Checking output for the risk of disclosure of individual data. A separate document describes the guidelines output should comply with.
Adding or withdrawing researchers from a project	Optional	Adding new researchers to an ongoing research project or withdrawing researchers from an ongoing project.
Adding datasets to a research project	Optional	Adding one or more datasets to an ongoing project (in the case of custom-made datasets, the preparation of these datasets is not included in this service, but will be charged separately as a custom-made service).
Answering extensive questions	Optional	Answering extensive, complex questions or queries.
Extra storage capacity	Optional	If the maximum amount of available storage capacity on the RA network is not sufficient for your research project, you can expand the storage capacity.
Transferring datasets from another research project	Optional	Transferring files (syntax files and datasets) from another project to an ongoing project.
Transferring converted catalogue datasets	Optional	Users of STATA and SAS can save converted catalogue datasets in another directory than the shared workspace on the RA network. In this way these datasets do not count for the storage capacity of your project.
Moving a research project	Optional	Moving of a research project to another institution, for example because the researcher starts working at another institution.
Extension of a research project	Optional	If the project is not completed as planned, the researcher(s) can apply for an extension. The extension period ranges between 3 and 12 months.

Temporarily freezing a research project	Optional	If nobody is working on a project for a longer period, the project can be temporarily frozen to reduce operating costs. Access to the project environment will be blocked, but the project accounts will remain intact on the RA environment.
Closing a research project	Compulsory	All activities necessary to terminate a project.

## Services after project completion

Service	Type	Description
Saving a large project archive	Optional	If the zipped version of the project archive exceeds 1 Gb, extra costs will be charged once for each extra Gb for an archiving period of five years.
Extension of project archive period	Optional	If the default archiving period of 5 years is not enough, it can be extended to 10 years.
Re-opening a closed research project	Optional	You will be able to re-open a RA project that has been closed and archived within the agreed archiving period (default 5 years). The project environment will be recreated on RA and the project archive file will be made available.

## Tariff structure 2018

Below you will find the tariffs in euro for 2018. These tariffs are net amounts (CBS is exempt from VAT). Changes in these tariffs may be introduced as of 1 Januari of next year.

<b>Services prior to the project start-up</b>	<b>2018 (euro)</b>
Assistance with request access to microdata	free of charge
Provision of information on available datasets	free of charge
Feasibility study of available data (hourly rate)	100,-

  

<b>Services during the project start-up</b>	<b>2018 (euro)</b>
Starting up a new research project	
- Basic start-up costs	1,600,-
- Costs per dataset topic*	160,-
Authorisation new researcher or onlooker	
- Authorisation new researcher	375,-
- Authorisation new onlooker	free of charge
- Call-out fee for authorisation at your own organisation	530,-
- New personalised token in case of loss	150,-
- Drawing up a confidentiality statement	free of charge
Importing your own microdata	
- Simple encryption (eg. Chamber of Commerce, social security nr.)	210,-
- Normal encryption	650,-
- Complex encryption	1,300,-
Compiling custom-made dataset	On request
Use of available supplementary software (per month)	
- Use of supplementary software SAS	560,-
- Use of supplementary software Ox	50,-
- Use of supplementary software Gauss	60,-
- Use of supplementary software MLWin	40,-
Use of supplementary software not available	On request

<b>Services during an ongoing research project</b>	<b>2018 (euro)</b>
Support during an ongoing research project (per month)	
- Support costs per dataset topic*	16,-
- Support costs per researcher	100,-
Output checking (per output)	
- Normal output	200,-
- Small output (output light)	100,-
Adding or withdrawing researcher(s) from a research project	free of charge
Adding datasets to a research project	
- Addition of a new dataset topic (per topic)	160,-
- Other addition	free of charge
Answering extensive questions (hourly rate)	100,-
Extra storage capacity (per 50 Gb per month)	25,-
Transferring datasets from a closed research project	free of charge
Transferring converted catalogue datasets	free of charge
Moving a research project	500,-
Extension of a research project	free of charge
Temporarily freezing a research project (per month)	80,-
Closing a research project	free of charge

<b>Services after closing the project</b>	<b>2018 (euro)</b>
Saving a large project archive (per extra Gb)	50,-
Extension of project archive period (per Gb)	50,-
Re-opening a closed research project	750,-

\* A dataset topic in principle corresponds to an existing dataset name, regardless of the number of volumes used. Occasionally some dataset names are merged into one dataset topic. A list of datasets and associated topics is available on our website [www.cbs.nl/microdata-eng](http://www.cbs.nl/microdata-eng).

## Costs examples of microdata research

Below you will find a few examples of research projects, to give you an impression of the costs involved.

### Project A

2 dataset topics, 1 researcher, 1 output check, duration 3 months:

Service	Tariff	Total costs
<b>Project start-up</b>		
Basic costs	€ 1,600	€ 1,600
Costs per dataset topic	€ 160	€ 320
<b>Autorisation new researcher</b>	€ 375	€ 375
<b>Monthly support costs</b>		
Costs per dataset topic	€ 16	€ 96*
Costs per researcher	€ 100	€ 300**
<b>Output checking</b>	€ 200	€ 200
<b>Total project costs</b>		<b>€ 2,891</b>

\* (€ 16 x 2 x 3), \*\* (€ 100 x 3)

### Project B

6 dataset topics, 2 researchers, 3 output checks, duration 12 months:

Service	Tariff	Total costs
<b>Project start-up</b>		
Basic costs	€ 1,600	€ 1,600
Costs per dataset topic	€ 160	€ 960
<b>Autorisation new researcher</b>	€ 375	€ 750
<b>Monthly support costs</b>		
Costs per dataset topic	€ 16	€ 1,152*
Costs per researcher	€ 100	€ 2,400**
<b>Output checking</b>	€ 200	€ 600
<b>Total project costs</b>		<b>€ 7,462</b>

\* (€ 16 x 6 x 12), \*\* (€ 100 x 2 x 12)

## Project C

10 dataset topics, 3 researchers, 5 output checks, duration 24 months:

<b>Service</b>	<b>Tariff</b>	<b>Total costs</b>
<b>Project start-up</b>		
Basic costs	€ 1,600	€ 1,600
Costs per dataset topic	€ 160	€ 1,600
<b>Autorisation new researcher</b>	€ 375	€ 1,125
<b>Monthly support costs</b>		
Costs per dataset topic	€ 16	€ 3,840*
Costs per researcher	€ 100	€ 7,200**
<b>Output checking</b>	€ 200	€ 1,000
<b>Total project costs</b>		<b>€ 16,365</b>

\* (€ 16 x 10 x 24), \*\* (€ 100 x 3 x 24)

## Interested?

[microdata@cbs.nl](mailto:microdata@cbs.nl)

+31 70 337 5006

[www.cbs.nl/microdata-eng](http://www.cbs.nl/microdata-eng)

