

## **Anonymised Microdata Access Programme (AMAP)**

### **Frequently Asked Questions**

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### Glossary

AMAP: Anonymised Microdata Access Programme

AMRP: Anonymised Microdata Review Panel

AU: Autonomous Universities

DOS: Department of Statistics

### Useful Links

[Singapore Department of Statistics](#)

[Statistics Act 1973](#)

### Contact

For more information on AMAP, please contact DOS at [datalab@singstat.gov.sg](mailto:datalab@singstat.gov.sg)

## General

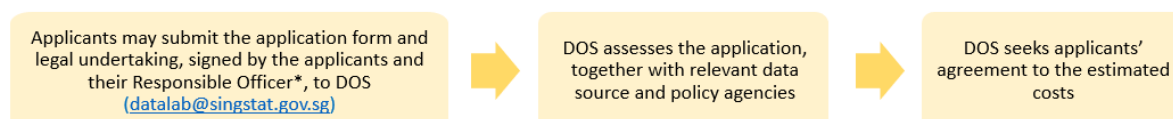
### 1. What is the Anonymised Microdata Access Programme (AMAP)?

- Under the [Statistics Act 1973](#), the DOS Anonymised Microdata Access Programme (AMAP) enables eligible academic researchers holding full-time appointments in local Autonomous Universities (AU) to address important research questions using anonymised microdata in a safe environment i.e. Department of Statistics (DOS) Innovation Data Lab.
- The provision of anonymised microdata allows complex analyses like advanced econometrics and regression studies to be conducted on various economic, social and manpower topics.

### 2. What is the AMAP application process?

- The AMAP application process is summarised in the following flowchart:

#### Stage 1: Application



#### Stage 2: Approval



\* The Responsible Officer must be an officer from the applicants' autonomous university who is the Divisional Director/ Vice Provost or of an equivalent appointment who oversees the research project.

^ The AMRP comprises of members from key data and policy agencies and is responsible for assessing and approving each AMAP application.

# AMAP Application

## Eligibility

### **1. How many academic researchers can be involved in a project?**

- There is no limit to the number of academic researchers to be named in a project. These researchers must meet the AMAP conditions.

### **2. Can academic researchers from different local AUs collaborate in a research project?**

- Yes. Academic researchers from different local AUs can collaborate in an AMAP research project.

### **3. Are foreign academic researchers holding full-time appointments in local AUs eligible to apply for access to anonymised microdata?**

- Yes. Foreign academic researchers holding full-time appointments in local AUs are eligible to apply for access to anonymised microdata.

### **4. Are research assistants allowed to participate in an AMAP project that is led by researcher(s) holding full-time appointment in local AUs?**

- Yes. Research assistants are allowed to participate in the AMAP project if they hold full-time positions in local AUs. Please include their particulars in section B of the application form.

## Application Procedure

### 1. How do I apply for AMAP?

- The AMAP applications run on a quarterly cycle. Interested applicants may submit a research proposal by filling in the AMAP application form and emailing it to DOS at [datalab@singstat.gov.sg](mailto:datalab@singstat.gov.sg) within the stipulated deadline.
- The deadlines for submission of AMAP application for each cycle in 2024/25 are as follows:

Cycle	Submission deadline	Application Processing Dates
1	6 January 2024	7 January 2024 – 2 March 2024
2	23 March 2024	24 March 2024 – 18 May 2024
3	8 June 2024	9 June 2024 – 3 August 2024
4	24 August 2024	25 August 2024 – 19 October 2024
5	9 November 2024	10 November 2024 – 4 January 2025
6	25 January 2025	26 January 2025 – 22 March 2025
7	12 April 2025	13 April 2025 – 7 June 2025

- Applications received on or before the deadline for a cycle will be processed in that batch; applications received after the deadline will go into the following cycle.
- Applicants are encouraged to consult DOS and discuss their proposed project **before** submitting the application form, so that DOS can provide inputs and guidance on the data required for the project.
- Applicants may be asked to provide additional information to DOS to facilitate the processing of the application. DOS may not be able to process the application within the stipulated period if the additional information is not provided.

### 2. What happens after I submit the application?

- DOS will assess your application together with relevant data source and policy agencies and seek the inter-agency AMRP's evaluation and approval of the project as soon as possible.

## Undertaking Form

### **1. Who is required to sign the undertaking form?**

- A Responsible Officer (i.e. Divisional Director / Vice Provost or of an equivalent appointment who oversees the research project) from the applicants' AU and all academic researchers who will be accessing the data in DOS Innovation Data Lab are required to sign an undertaking form and be security cleared at the appropriate level before accessing the anonymised microdata.

### **2. Are the academic researchers and Responsible Officer required to visit DOS premises on-site to sign the undertaking form?**

- The signing of the undertaking form will take place virtually.

## Outcome of Application

### **1. When will applicants be informed of the outcome of their application?**

- DOS will inform applicants of the outcome of their application after the inter-agency AMRP evaluates the research proposal. For updates on your application, please contact DOS at [datalab@singstat.gov.sg](mailto:datalab@singstat.gov.sg).

### **2. What should academic researchers do if they would like to make subsequent changes to their project after the AMRP has approved their application?**

- Please contact DOS for assistance.
- If there are changes in the research question/scope and data requirements, academic researchers will be required to submit a new AMAP application for AMRP's approval through DOS. The revised project would be re-evaluated, and approval would be needed to proceed.
- For requests to change the academic researchers involved and duration of project, academic researchers may submit the request to DOS at [datalab@singstat.gov.sg](mailto:datalab@singstat.gov.sg).

### **3. Are academic researchers allowed to continue the project if they change organisations?**

- No, academic researchers would lose access to the project upon leaving the AU the project was submitted from.
- If the academic researchers join another AU and are still involved in the project, they can be added to the project with the consent from both AUs' Responsible Officers.

## Data Exploitation Platform

### 1. What are the platforms available for academic researchers to securely access the anonymised microdata?

- All academic researchers and research assistants involved in the approved study will be required to access the anonymised microdata in DOS Innovation Data Lab.
- DOS Innovation Data Lab is a physically secure environment without access to the Internet or other external communication channels to prevent unauthorised exfiltration of data.
- All academic researchers and research assistants are required to attend a briefing conducted by DOS prior to accessing the anonymised microdata.
- All outputs will be checked by DOS before they can be taken out of the data lab to ensure that only safe outputs are taken out.

### 2. What software is available for use at DOS Innovation Data Lab?

- Currently, R, Python, SPSS, Stata and Tableau are available at DOS Innovation Data Lab.
- Academic researchers may also seek authorisation in writing from DOS to install or use external software or software packages for their research purpose in DOS Innovation Data Lab.
- If the request to install or use of any external software or software packages is approved, the academic researcher will have to ensure that:
  - (a) All necessary licenses for the installation and use of the external software or software packages have been obtained; and
  - (b) The external software or software packages does not contain any Unauthorised Code (any virus, Trojan Horse, worm, logic bomb or other software routine or hardware components designed to permit unauthorized access, or to disable, erase, or otherwise harm software, hardware or data, or to perform any such actions)
- Any costs incurred for the external software or software packages will be borne by the AU or academic researchers.



# Anonymised Microdata

## DOS Anonymised Microdata Sets

### 1. What are the anonymised microdata sets available for access by the academic researchers?

- Anonymised microdata sets available for access by academic researchers include:
  - i. Annual Industry Survey (2009 – 2021)
  - ii. Census of Manufacturing Activities (2002 – 2022)
  - iii. Census of Population (2000, 2010, 2020)
  - iv. General Household Survey (2005, 2015)
  - v. Household Expenditure Survey (2002/03, 2007/08, 2012/13, 2017/18)

### 2. Will DOS be able to provide some brief information regarding the microdata sets available?

- Broad information on the anonymised microdata sets available is given below. For more information, academic researchers may contact DOS at [datalab@singstat.gov.sg](mailto:datalab@singstat.gov.sg).

Annual Industry Surveys/Census of Manufacturing Activities	Census of Population/ General Household Survey	Household Expenditure Survey
<ul style="list-style-type: none"> <li>• <b>Operating revenue breakdown</b> (e.g. sales of goods, services income, leasing income, royalties)</li> <li>• <b>Operating expenditure breakdown</b> (e.g. purchases of goods, rental costs, freight &amp; transport, maintenance &amp; repair)</li> <li>• <b>Fixed assets breakdown</b> (e.g. building &amp; structure, transport equipment, computers &amp; peripherals, other machinery &amp; equipment)</li> <li>• <b>Total remuneration</b></li> <li>• <b>Value-added</b></li> <li>• <b>Operating surplus</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Demographics</b> (e.g. age, sex, marital status, no. of children born for female)</li> <li>• <b>Economic characteristics</b> (e.g. employment status, occupation, industry, monthly income from work, usual hours worked)</li> <li>• <b>Education profile</b> (e.g. highest qualification, field of study, country where highest qualification is attained, level of education attending)</li> <li>• <b>Household characteristics</b> (e.g. house type, tenancy, household size, household income)</li> <li>• <b>Transport patterns</b> (e.g. mode of transport, travel time)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Demographics</b> (e.g. age, sex, marital status)</li> <li>• <b>Economic characteristics</b> (e.g. employment status, occupation, industry, monthly income from work)</li> <li>• <b>Education profile</b> (e.g. highest qualification, level of education attending)</li> <li>• <b>Household characteristics</b> (e.g. house type, tenancy, household size)</li> <li>• <b>Household income from all sources</b> (e.g. work, rental, investment, government transfers)</li> <li>• <b>Household expenditure details</b> (e.g. food, housing &amp; utilities, health, education, transport, recreation at detailed levels)</li> <li>• <b>Availability of consumer durables/ services</b> (e.g. car, air-conditioner, PC, mobile phone, Internet access)</li> </ul>

**3. Are academic researchers allowed to apply for access to multiple anonymised microdata sets?**

- Yes. Academic researchers are encouraged to discuss their proposed project with DOS **before** submitting the AMAP application form, so that DOS can provide inputs and guidance on the data required for the project.
- Academic researchers may specify and justify their request of the datasets and variables that they require access to in Section D(1) 'Data Requirements' of the application form.

**4. Can academic researchers apply for access to government datasets / variables that are beyond the AMAP datasets?**

- AMAP datasets cover DOS surveys, which contain rich detail information on firms and individuals that are necessary for the compilation of official statistics. The survey records have also been used to produce customised aggregated statistics to support government and academic researchers. AMAP is to enable researchers to utilise the anonymised datasets / variables for their research. These datasets contain rich details on firms and individuals commonly required for in-depth analysis.
- The confidentiality of the survey records is protected under the Statistics Act and hence, the microdata can only be accessed after anonymisation. It is resource intensive to anonymise the data. If additional data are required to be fused to the survey data, the fused data will need to be re-anonymised. It is not feasible due to limited resource for supporting the AMAP projects for academic researchers.

## Data Confidentiality

**1. Are academic researchers allowed to use the anonymised microdata for analyses beyond the scope of the approved research project?**

- Academic researchers are not allowed to use the anonymised microdata for any purpose other than that specified under the approved research project, without the prior written approval of the AMRP.
- Academic researchers may submit a fresh application to change or expand the scope of the research to the AMRP for approval through DOS. The revised project would be re-evaluated, and approval would be needed to proceed with the revised scope.

## Publication of Research Findings

### 1. Are academic researchers allowed to publish their findings?

- Academic researchers are required to seek DOS's approval. They need to provide all final reports and outputs to DOS for review and approval before the materials can be made publicly available or shared with third parties.
- All final publicly released reports, work products or research outputs must include the following disclaimer: "The opinions and views expressed do not represent the views of the Government of Singapore or any party that supplied the data".

## Project Cost and Billing Matters

### 1. Is there a cost involved to access anonymised microdata?

- Access to anonymised microdata will be chargeable on a cost recovery basis, in line with the Government charging framework.
- The cost to access anonymised microdata is based on the amount of resources expended, including for:
  - i. DOS Innovation Data Lab usage,
  - ii. Checking of the output produced

### 2. What is the estimated cost of an AMAP project?

- Taking reference from past / ongoing AMAP projects, the average cost is approximately \$5,000 - \$6,000. The cost depends on various factors such as data lab usage and the man-hours required to check the output.

### 3. When will the estimated cost of the project be made available to the academic researchers?

- DOS will provide upper-bound estimates of the project cost after the data requirements for the project have been finalised.

### 4. When will the academic researchers / AU be billed for the project?

- DOS will bill the academic researchers and / or their AU the cost incurred at the end of each financial year (e.g. end of March 2024 for FY2023) or when the project ends (whichever is earlier).
- DOS will send the invoice to the individual indicated in Section E 'Invoicing' of the AMAP application form.