

## National Centre for Vocational Education Research Data access and charging policy

### Background

1. One of the functions of NCVER is to collect and publish the national VET statistics. NCVER acts as the custodian of this data and one of its goals is to ensure that the data is easily accessible.
2. NCVER has also built up an extensive library and information service as a resource for the VET sector.

### Aim

3. To promote the use of NCVER information and data.

### Policy

4. There are two broad principles governing access to data and library information. The first is that access needs to protect the confidentiality of the data. This principle is spelt out in a separate document endorsed by the National Training Statistics Committee, *Protocols for the Collection and Reporting of VET Statistical Information*.
5. The second principle is that users will be charged the marginal cost of providing the data or library information. The implication of this principle is that users are not charged for the infrastructure provided under the statistical program and research management contracts, but are charged for labour and materials for the provision of data or library information.
6. It should be noted that NCVER undertakes research itself and commercial consultancies. NCVER's policy is that external users will have access to the data and library information for these purposes under the same terms and conditions as NCVER. This includes any charges for access to the data and library information.

### Fees

7. There are fees associated with accessing data and library information from NCVER. These fees are applicable to information that is over and above what is freely available on the NCVER website.
  - No charges are made for requests which can be dealt with in less than half an hour.
  - For requests that take longer than half an hour the charge to cover labour is \$90 per hour (after the first half hour) for either data extraction or library services. GST will be additional if applicable.
  - Other expenses as appropriate will be charged for. For example, a charge would be made if specialised software or hardware needed to be purchased.