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# DATA ACCESS REQUIREMENTS

# *DAC DBG UMC Utrecht*

This document contains the details of the requirements to access a research dataset submitted to a repository and is completed by the researchers involved in the project. The competed ‘Data Access Requirements’ will be the only information that is used by the Data Access Committee DBG of the UMC Utrecht to judge data access requests that are received, and thus completeness of this form is crucial.

**Submission date:**

**Dataset details:**

**Dataset reference (Study ID and Dataset Details)**

**Name of the project that created the dataset**

**Names of other data producers/collaborators**

**Data owner**

UMC Utrecht

**Specific limitations on areas of research[[1]](#footnote-1)**

Consent type[[2]](#footnote-2)

Consent is available for the individuals that participated in this project: [ ]  Yes / [ ]  No.

If ‘Yes’, the information and consent forms is located at:

**Other limitations for use**

Citing and crediting

License that is applicable on this dataset

**Minimum protection measures required**

File access

Receiver of the Data guarantees the below restrictions on file access:

* Data can be held in unencrypted files on an institutional compute system, with Unix user group read/write access for one of more appropriate groups but not Unix world read/write access behind a secure firewall. Laptops holding these data should have password protected logins and screenlocks (set to lock after 5 minutes of inactivity). If held on USB keys or other portable hard drives, the data must be encrypted.
* Data is not transferrable to third parties. If a third party should be granted access to the Data, the third party should apply through the formal DAC procedure (see below: ‘Process of acquiring access to dataset’).
* If Receiver of the Data is leaving the institute where he/she acquired the Data, Data should be removed from all systems.

**Process of acquiring access to dataset**

The access to this dataset can be acquired by contacting the Data Access Committee of DBG via dacdbg@umcutrecht.nl.

1. For example, has to be excluded due to consent type/contents or disallowing commercial parties to gain access. [↑](#footnote-ref-1)
2. Please also specify if a tiered consent if used and how this affects the way the data could be used. [↑](#footnote-ref-2)