# Data Request Form for Safe Centre Access

#  I. Institution information

 **I.1. Basic information**

* + 1. **Name and legal status:**

**Full official name**:

**Legal status**:

 [ ] University or higher education establishment

 [ ] Research organisation

 [ ] Governmental organisation

 [ ] International organisation

 [ ] European Economic Interest Grouping

 [ ] Other, please specify:

**I.1.2 Documents certifying that the institution can carry out scientific research activity**

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| -The legal framework stipulating that the institution can carry out scientific research activities-Legal act creating the entity and/or Articles of incorporation-Organisation chart-Mission statement (or other declaration of purpose) of the organisation (or its department if the recognition is requested for the department only) – it must include reference to research |

**I.1.3 Contact information**

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| **Postal address:****E-mail address: ……………….…………… Telephone number**: ............................... |

**I.1.4 Information on the official representative of the institution**

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| **Name** of the official representative**:****Position:****E-mail address: ……………….…………… Telephone number**: ............................... |

* 1. **Information on the activity of the Institution**

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| Please briefly describe the **activity of the Institution** (both its main activity and other activities)! |

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| Please indicate if the Institution has a **supervisory, governing body** and if so, please briefly **describe the nature of the supervision, governance**! |

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| Please briefly describe the **place and role of research activity in the Institution** (only if research is not the main activity of the Institution)! |

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| Please **indicate a few important research projects** in which the Institution took **part in the last 5 years**, regardless of the time of publication! |

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| Please describe the **rules and procedures of publication of scientific results** in the Institution! |

**I.3 Information about the researcher (researchers) and contact person**

Please provide the following information for each researcher who has access to the Safe Center during the research!

Please also indicate the contact person for this research project!

**I.3.1 Information on the researcher (**will be repeated and completed for each researcher requesting access to the Center)

|  |  |
| --- | --- |
| Surname: | First name: |
| Position (Ph.D student, researcher, etc.): |  Institution: |
| E-mail address: | Telephone number: |

**I.3.2. Information on the contact person**

|  |  |
| --- | --- |
| Surname: | First name: |
| Position (reasearcher, etc.): | Institution: |
| E-mail address: | Telephone number: |

**II. Information on the scientific purpose and the professional**

**content of the research proposal**

**II.1 Basic information on the research project**

Please indicate the **title of the research project**!

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| Please indicate the **topic of the research project!** |

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| Please select the **aim of the research** ![ ]  Doctoral thesis [ ]  Research project [ ]  Other, please specify: ………………. |

**II.2 Information on the scientific purpose**

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| Please briefly describe the **main purpose of the research project, with special attention give to the benefit for economy, society or nature as a whole**! |

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| Please describe **why Safe Centre access is necessary for the fulfilment of the intended****research** and why the research project cannot be fulfilled **using data available via different data access channels**! |

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| Please **indicate the dataset(s) to be accessed in the Safe Centre**!*Please describe the requested datasets (the name of the variables and reference time of the dataset(s))!* |

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| Please list the **statistical methods** to be used during the research! |

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| Please select the **statistical software** to be used during the research (multiple choice)![ ]  Microsoft Office [ ]  SPSS [ ]  SAS [ ]  STATA [ ]  R |

Other, please indicate:

No geographical breakdown is used

Settlements

Counties

Subregions

Statistical regions regionsregionsi

Contry-part of the country

Please select the expected **lowest level of geographical breakdown to be used in the intended publication!**

**publication**!

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| Please briefly describe **the intended modes of publication of the research outputs produced in the Safe Centre**! |

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| *Please indicate the start date and the finish date of the research project in dd/mm/yyyy format)!**Please bear in mind that the duration for which access to microdata is requested is a* ***maximum of 5 years****!* |

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| Please indicate **the expected date and format** of publishing research outputs! |

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| Please list **any additional comments** on the research proposal here! |

**I hereby acknowledge with my signature that the above given information corresponds to the facts!**

Date of signature …../…../……….

 (zz/ll/aaaa)

Signature

…………………………………………….

name of representative of the Institution