



General Access Undertaking

How To Use This Form

Completion of the form will give the signatory access to download one or more datasets from ADA's General Access collection. Separate processes are required for restricted datasets.

Things you should know...

1. The signatory must be registered with ADA. Access will be given to the ADA account that matches the returned Undertaking form.
2. You acknowledge that we may need to give your details to the depositor. Depositors may request this information to get an idea about secondary usage for future funding purposes, or to make contact with researchers with similar interests. If this is problematic for you, please contact the Requests Officer to discuss.

Who Signs the Form?

The form can only be signed by someone who can be responsible for the use of the data. For example, a student can be responsible for their own use and could sign their own form, but couldn't sign the form on behalf of a Professor. A Professor, however, can be responsible for his or her student's use, and could sign on behalf of a class.

Submitting the Form

Please email a scanned completed copy of this form to ada@anu.edu.au, or fax the form to (+61) 02 6125 0627 and mark it "Attention Requests Officer".

Then post the original to:

User Services Officer
Australian Data Archive
Level 2,
Beryl Rawson Building (Building 13)
The Australian National University
CANBERRA ACT 0200

We will contact you by the email address you used for your ADA account when the form has been received and again when access has been granted.



General Access Undertaking

The Undertaking

I, _____

(Full Name and Position)

Of _____

(Name of Department and/or Organisation)

HEREBY UNDERTAKE that I will use the General Access data file(s) (hereinafter called 'the materials') supplied to me by the Australian Data Archive at the Australian National University for non-commercial research and educational purposes only, **in accordance with and subject to the conditions set out in the Conditions of Use below.**

I also consent to my name and institutional affiliation being provided to the data owners so they may collect information about the usage of their data and make contact with colleagues with similar interests.

I also undertake to meet the relevant charges for the materials.

Date

Signature

Name of Signatory

Position of Signatory

Email Address of Signatory

ADA Username of Signatory*

* Please provide the username you created when completing online registration with ADA. The username is recorded in the return email which was sent to you upon successful registration.



General Access Undertaking

Conditions of Use

I acknowledge that:

1. Use of the material is restricted to use for statistical purposes and that this means that I can only use the material to produce information of a statistical nature. Examples of such uses are:
 - (a) the manipulation of data to produce means, correlations or other descriptive summary measures;
 - (b) the estimation of population characteristics from sample data;
 - (c) the use of data as input to mathematical models and for other types of analyses (e.g. factor analysis); and
 - (d) to provide graphical and pictorial representation of characteristics of the population or sub-sets of the population.
2. The material is not to be used for any non-statistical purposes, or for commercial or financial gain without the express written permission of the Australian Data Archive National Manager. Examples of non-statistical purposes are:
 - (a) transmitting or allowing access to the data in part or whole to any other person / Department / Organisation not a party to this undertaking; and
 - (b) attempting to match unit record data in whole or in part with any other information for the purposes of attempting to identify individuals.
3. Statistical tables, graphs etc. obtained from analysis of these data may be further disseminated provided that I:
 - (a) acknowledge both the original depositors and the Australian Data Archive;
 - (b) acknowledge another archive where the data file is made available through the Australian Data Archive by another archive; and
 - (c) declare that those who carried out the original analysis and collection of the data bear no responsibility for the further analysis or interpretation of it.
4. Use of the material is solely at my risk and I indemnify the Australian Data Archive and its host institutions including The Australian National University, the University of Technology, Sydney, The University of Queensland, University of Western Australia and The University of Melbourne.
5. The Australian Data Archive and its host institutions including The Australian National University, the University of Technology, Sydney, The University of Queensland, University of Western Australia and University of Melbourne shall not be held liable for any breach of this undertaking.
6. The Australian Data Archive and its host institutions including The Australian National University, the University of Technology, Sydney, The University of Queensland, University of Western Australia and The University of Melbourne shall not be held responsible for the accuracy and completeness of the material supplied.