Scientific Cooperation Declaration

Project n.º 022209, Social Sciences DataLab, funded by FEDER, Operational Program Norte and Operational Program Lisboa e Vale do Tejo, and hereby referred to as "DataLab"

This Scientific Cooperation Declaration is signed according to the following clauses, which the parties accept and, conversely, are obliged to enforce.

_____, holder of ID number _____, professor/researcher responsible for project _____.

Clause I

(Subject Matter)

DataLab is a research infrastructure that integrates the Portuguese Roadmap of Research Infrastructures, or RNIE, published by Fundação para a Ciência e a Tecnologia (FCT).

DataLab provides free access to a complete set of databases relevant for conducting research in the Social Sciences, with a focus on Economics, Finance and Management; its Safe Center is a physical infrastructure that hosts unique administrative microdata providing opportunities for conducting cutting-edge research.

One of DataLab's main activities is to develop a Safe Center that allows data storage, following specific safety measures designed to prevent data from being lost, damaged or used by unauthorized users. Therefore, the development of the DataLab's infrastructure results in great economies of scale, cost reduction, and a high impact for research.

In order to scale up its capacity and effectiveness, DataLab invites professors and researchers from Nova SBE to store and process their data on the Safe Center infrastructure.

Clause II

(Purpose)

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To support research projects, forthcoming publications and overall scientific production by:

(a) fostering data collection, storage and analysis;

(b) facilitating collaborations within new projects and with other similar infrastructures;

(c) stimulating and contributing to the scientific outreach of research projects developed within the scope of Nova SBE.

Clause III

(Ongoing Access to the Infrastructure)

Access to Safe Center servers is granted to professors and researchers associated with Nova SBE. Access will also be granted to students working under the scope of said professors' and researchers' projects.

To access Safe Center servers, interested parties must request scientific validation to DataLab's Scientific Director, providing relevant information regarding their scientific alignment. Interested parties shall then contact DataLab's Project Manager (Susana.lopes@novasbe.pt). All professors and researchers working within the infrastructure will be supported by Paulo Marques, Safe Center's System Administrator, to address any matters that may occur.

Finally, access to the Safe Center servers is only available on-Campus. The server access credentials provided are for individual use only.

Clause IV

(Terms and Conditions of Use)

(a) Safe Center provides 5GBofstorage space in disk. It can be adjusted upon request.

(b) Researchers have access to data analysis software, such as MatLab, Python and R. to accomplish their research needs.

(c) Researchers can share their work or work along with other Safe Center users:

In addition to storing data according to the above cited safety measures, professors and researchers will be able to process data by running data analysis software in Safe Center's facilities.

Those who are interested in storing their data in Safe Center have the possibility of making their data accessible to other professors, researchers and students.

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That access will be 100% subject to the professor's/researcher's consent and to accessibility criteria defined by them, whether if it's concerning the number of users, the extension of data that will be made available, or other specificity.

(d) Furthermore, and in case of access from the Safe Center, please note that the computers connected to the Safe Center Server have no access to internet, no USB port, and data extraction is only performed by our System Administrator upon request and authorization by data copyright holders. More information about Safe Center's access rules can be found here.

Clause V

(User Responsibilities towards DataLab)

In implementing this Declaration, both Parties undertake to:

a) Ensure the permanent maintenance of compliance with ethical and deontological duties, including confidential information that may be produced or received as a result of the implementation of this Declaration;

b) Not to reveal the content of the confidential information, unless previously agreed between the Parties or to fulfill a legal obligation;

c) Use the information received by any of the Parties, solely and exclusively, for the purposes for which it was issued, and cannot be disclosed to third parties;

d) Comply with current legal provisions on the protection of personal data and implement the technical and organizational measures necessary to maintain the protection and security of personal data against any illegal or unauthorized access or treatment;

e) Inform the provisions of this clause to its associates, workers, or collaborators involved in the execution of this Declaration;

f) Maintain the obligations of confidentiality and protection of personal data in force after the termination of this Declaration.

(g) Professors and researchers working within DataLab's infrastructure shall not try to access Safe Center's Server through means other than the ones specified by DataLab's System Administrator, and agreed upon subscription;

(h) Professors and researchers working within DataLab's infrastructure shall actively cooperate in complying rigorously with the General Data Protection Regulation (GDPR);

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(i) Those who wish to share their data and/or research output with others will express their consent and specify till which extent and terms data will be made available. Data (and/or research output) sharing will be validated through this form;

(j) Professors and researchers that have worked within DataLab's infrastructure must duly identify DataLab's contribution to the development of their research project, by adding the following mention to their published scientific work:

i. *This work was supported by Fundação para a Ciência e a Tecnologia (UID/ECO/00124/2013, UID/ECO/00124/2019 and Social Sciences DataLab, Project 22209), POR Lisboa (LISBOA-01-0145-FEDER-007722 and Social Sciences DataLab, Project 22209) and POR Norte (Social Sciences DataLab, Project 22209).*

Clause VI

(Duration)

The present declaration enters into force immediately and is valid for the duration of the research project, indicated by the research project coordinator.

_____, (DD)/(MM)/(YYYY).

Professor / Researcher

_____

Name

Role

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