

SOCIAL SCIENCES DATALAB

Conditions of Data Sharing Partnership

Overview

The Social Sciences DataLab supports the establishment of data sharing agreements with public and private entities, enabling collaborative research and secure data exchange.

This service includes the preparation of technical and legal documentation required to ensure:

- Secure data transfer procedures
- Compliance with information security standards
- Protection of confidentiality, integrity, and availability of data
- Alignment with institutional and regulatory frameworks

All agreements are developed in accordance with DataLab governance principles and applicable data protection requirements.

This service is provided in accordance with the DataLab's mandate to support advanced research in the Social Sciences, and is subject to the policies, conditions of use, and data governance frameworks of NOVA SBE.

For technical consultancy and research support, contact: datalab@novasbe.pt

Eligibility

This service is available to NOVA SBE faculty, postdoctoral researchers, and PhD students engaged in academic research projects.

How to Request

Requests must be submitted via the form available on the Social Sciences DataLab webpage or by contacting datalab@novasbe.pt. The requesting researcher must provide all information described in Section 1 below in full before the intermediation process can be initiated.

Section 1 — Information Required from the Requesting Researcher

1.1 Researcher and Institutional Identification

SOCIAL SCIENCES DATALAB

- Full name
- Institutional affiliation
- Academic position or role (faculty, postdoctoral researcher, or PhD student)
- Name of the principal investigator or project leader (if applicable)
- Name of the project
- Funding reference (if applicable)

1.2 External Partner Information

The researcher is strongly encouraged to provide details about the external partner, including:

- Name and type of institution (public or private)
- Whether a formal relationship already exists between the external partner and the researcher's project
- Contact person at the partner institution (if applicable)

1.3 Data Description

The researcher must describe in detail the nature of the data to be shared, including:

- Type of data
- Whether the data is confidential (accessed in a controlled environment, individually) or restricted (accessible only by specific departments or areas)

Please note that DataLab only processes data encrypted at the source, whose anonymisation is guaranteed before transmission.

1.4 Purpose, Outputs, and Institutional Contribution

- Purpose of the data sharing arrangement
- Estimated outputs (e.g. publications, working papers, policy reports)
- Expected contributions to NOVA SBE's research mission

Section 2 — Acknowledgement Requirements

The establishment of a data sharing partnership requires that all resulting outputs formally acknowledge the DataLab's contribution by including the following statement:

This work was funded by Fundação para a Ciência e a Tecnologia (UID/00124/2025, UID/PRR/124/2025, Nova School of Business and Economics DOI:

SOCIAL SCIENCES DATALAB

<https://doi.org/10.54499/UID/00124/2025>) and LISBOA2030 (DataLab2030 – LISBOA2030-FEDER-01314200).

Section 3 — DataLab Policies

By submitting a request, the researcher confirms awareness of and agreement to comply with all applicable DataLab policies, including:

- Conditions of Use of the Internal Server
- Conditions of Use of the Computing Services
- Conditions of Use of the Safe Center
- Server Usage Acknowledgement Agreement

Copies of these documents are available at the library and on the Social Sciences DataLab webpage.

Section 4 — General Conditions

- The researcher is responsible for the accuracy and completeness of all information submitted.
- Data sharing agreements are official documents. Any breach of their conditions may result in consequences, including loss of access to DataLab resources.
- DataLab reserves the right to decline or suspend intermediation in cases of non-compliance with institutional or regulatory requirements.
- All data must be used exclusively for the academic research purposes described in the request.
- Confidentiality obligations remain in force for the duration of the agreement and beyond, as stipulated in the terms of each specific arrangement.

Last updated 05.05.2026