**EPIC-NORFOLK DATA REQUEST FORM**

Request Date: \_\_ / \_\_ / \_\_

Name and email address: ……………………………………………………………………………………...

Your Institution: *MRC-Epidemiology Unit* [ ] *University of Cambridge* [ ] *Other* ...................................

Institution Address: ................................................................................................................................

Supervisor Name (if applicable): .…………………………………… Signed: ……………………………

Collaborators (if applicable): ……………………………………………………………………………………..

**I agree to the terms of data release and use specified on this form (see reverse):**

Signature of researcher making data request:

Name…………………….….…..……. Signed: ………...………………………………..Date: / /

**Title of proposed analysis**: ……………………………………………………………………………………

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**Brief description of study** (including main exposure and outcome) *use separate sheet if necessary*:

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**Purpose of request** (e.g. Mphil thesis, MD/PhD, Abstract or Publication, Conference presentation etc):

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Please write below or attach a list of **variables required**. Please include the data dictionary ID:

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Please state the **inclusion criteria** or “full cohort” (e.g. random 10% of cohort): ........................................

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Expected number (if known) n= …………..

For nested case control, number of controls per case ...... matched on ...................................................

**WHEN SIGNED BELOW** by both the corresponding Studies Management Committee and the Senior Data Manager (or their delegates) this data release has been approved for use by the named researcher (or individuals directly under their control) to enable the analysis described above to be carried out and as such this document provides you with written rights to use this data for this analysis.

Your signature on this form guarantees that you will maintain the data securely, limit access to it to those described above, will not make any copies of this data (other than for purposes of backup) or transfer via any portable device and that you will delete all copies of this information if requested by the MRC Epidemiology Unit. No other use of this information is permitted without first seeking further approval from the corresponding Studies Management Committee or the studies Chief Investigator or the Senior Data Manager. Any released information is confidential and should not be disclosed to any other parties under any circumstances without additional approval. No additional approval is necessarily guaranteed. Please quote the Unique Identifier for your release in all subsequent correspondence.

You must take all reasonable care to ensure the security of the data and maintenance of the conditions stated here by all people with whom this disclosed information is shared. A separate document containing the specific terms of the release will also be provided that describes more fully the full terms of data use.

Agreement concerning the scientific content and authorship must be established prior to publication. In addition to scientific journals other documents would include conference abstracts, posters and presentations; data used in grant proposals; theses and dissertations; newspaper, magazine, or web based articles.

**CONDITIONS FOR THE USE OF DATA**

Datasets provided for one project should not be used for another unrelated project. Permission should be sought to continue using data in the event of any change to your institution circumstances (e.g. leaving your institution or changing institutions).

**ACKNOWLEDGEMENTS**

Please use the following when acknowledging the EPIC-Norfolk study:

“The EPIC-Norfolk study (DOI 10.22025/2019.10.105.00004) has received funding from the Medical Research Council (MR/N003284/1, MC-UU\_12015/1 and MC\_UU\_00006/1) and Cancer Research UK (C864/A14136). The genetics work in the EPIC-Norfolk study was funded by the Medical Research Council ((MC\_PC\_13048)).We are grateful to all the participants who have been part of the project and to the many members of the study teams at the University of Cambridge who have enabled this research.”

**HELP AND INFORMATION ABOUT THE STUDY AND THER DATA COLLECTED**

The EPIC-Norfolk team can help collaborators who are unfamiliar with the study. Contact us via our website **www.epic-norfolk.org.uk** or by email ([epic-norfolk@mrc-epid.cam.ac.uk](mailto:epic-norfolk@mrc-epid.cam.ac.uk)). The website contains a great deal of background information about the study. A web based data dictionary describing all EPIC-Norfolk variables is available to help collaborators make a selection. The address is <https://www.epic-norfolk.org.uk/for-researchers/data-dictionary/>

*For Office Use only*: Date request received: ……………….

Approved for release: Internal [ ] External [ ] Not approved for release [ ]:

Comments (if any): …..……………………………………………………………………………………………

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Approval Signature (EPIC-Norfolk Management Committee):

Name…………………….……….…...Signed…………...……………………………….Date…………..……

Data Manager (Name/Date) Comments (if any): ………………………………………………………………

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Master Set Title (assigned by DMT): …………………………..………………..………..………..………...

Release Unique Identifier (assigned by DMT): …………………………..……………………..…………….

SDM Name………………………….…..…….Signed…………...………………………..Date…………..…