**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 (list all users who will require access to the data, including email address):

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Data access (See the [EPIC-Norfolk website](https://www.epic-norfolk.org.uk/for-researchers/data-sharing/data-access/#dta)) for information on options available):

Internal (employees of University of Cambridge) [ ] In reach [ ] DTA [ ]

Term of access: 1 year [ ] 3 years [ ]

**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**: ……………………………………………………………………………………

………………………………………………………………………………………………………………………

**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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**Variables required** (write below or attach a list including the variable name and [data dictionary ID](https://www.epic-norfolk.org.uk/cgi-bin/dictionary?FMT=topterms)):

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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 the EPIC-Norfolk Management Committee (or their delegates) this data release has been approved for use by the named researcher (or those listed in the collaborators section of this form) 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, and limit access to the data to those described above. You will not make any copies of this data or transfer to third parties. If you hold copies of the data under an agreement you will be required to delete all copies of this information on termination of data transfer agreement, or if requested sooner 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. Any released information is confidential and should not be disclosed to any other parties under any circumstances without additional approval. 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.

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 must 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**

All publications must be published in line with the [UKRI Open Access Policy](https://www.ukri.org/publications/ukri-open-access-policy/). Please provide the EPIC-Norfolk team with a copy of any papers published on EPIC-Norfolk data and any press releases related to publications.

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**](http://www.epic-norfolk.org.uk)by email ([datasharing@mrc-epid.cam.ac.uk](mailto:datasharing@mrc-epid.cam.ac.uk)). The website contains a great deal of background information about the study. A web based [data dictionary](https://www.epic-norfolk.org.uk/cgi-bin/dictionary?FMT=topterms) describing all EPIC-Norfolk variables is available to help collaborators make a selection.

**CONFIRMATION**

I confirm that I have read and understood the information outlined in this data request form [ ]

*For Office Use only*:

Date request received: ……………….

Approval Signature (EPIC-Norfolk Management Committee):

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