**EPIC-NORFOLK DATA REQUEST FORM**

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

Name and institutional 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 institutional 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**: ……………………………………………………………………………………

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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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**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= …………..

**Discoverability of the resource**

Please indicate below how you became aware of the EPIC-Norfolk resource:

Scientific publication / data access statement [ ]

Conference presentation [ ]

EPIC-Norfolk website [ ]

Via collaborators [ ]

Other [ ], please specify:

**TERMS OF DATA RELEASE AND USE**

Your signature on this form guarantees that you will maintain the data securely and that you will limit access to the data to those described above for analyses within the stated purpose. 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 EPIC-Norfolk Management Committee (or their delegates). 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.

**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.”

**DESCRIPTION OF YOUR REQUEST ON THE EPIC-NORFOLK WEBSITE**

To reduce inadvertent duplication, information about approved data requests will be made public on the EPIC-Norfolk website. Published information will comprise the title of the proposed analysis, your name and research institution.

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

The website contains a great deal of background information about the study [www.epic-norfolk.org.uk](http://www.epic-norfolk.org.uk). 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. The EPIC-Norfolk team can help collaborators who are unfamiliar with the study, email [epic-norfolk@mrc-epid.cam.ac.uk](mailto:epic-norfolk@mrc-epid.cam.ac.uk)

**CONFIRMATION**

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