

Data-Use Agreement

The Russia Longitudinal Monitoring Survey (RLMS) began in 1992 and has, to date (September 2006), collected and computerized fourteen rounds of data. The RLMS obtains information on health, health care, reproduction, nutrition, income, assets, expenditures, employment, time use, and education from members of a nationally representative sample of Russian households and from the households themselves. Starting with Round 5, we have collected information about the communities in which the households are located. In Rounds 10 and 12, a sexual history component was added to the individual interview.

Free data. RLMS data collected at the levels of the individual and of the household in Rounds 1-4 (1992-1994) of Phase I and Rounds 9-11 (2000-2002) of Phase II are free and available via the World Wide Web. These data were collected in part with NIH funding, and we honor the NIH code of public access to data which is wholly or partially funded by NIH. But there are still important confidentiality issues related to some of these data we must also protect. In order to safeguard the confidentiality of respondents, individual-level data sets omit text variables (designated *char* on questionnaires) and, for Round 10, the sexual history variables. Scholars wishing to obtain text variables or community data from Rounds 1-4 and 9-11, or sexual history variables from Round 10, or the primary sampling unit identifiers from any round, must fill out and get approval from the local institutional review board (IRB) for control over dissemination and confidentiality as outlined below.

Paid data. Data collected at the levels of the individual, of the household, and of the community for Rounds 5-8 (1994-1998) and 12-14 (2003-2005) of Phase II are available for purchase after presentation of approval of the **local IRB for control over dissemination and confidentiality as outlined below**. In order to protect the anonymity of respondents, individual-level data sets omit text variables and, for Round 12, the sexual history variables. **For access to any of these data, the local IRB application must provide further details about the use of these data and the way confidentiality will be handled. The application must state that the applicant will not share any data with any scholar who is not named in the IRB application. Furthermore, all scholars named in the IRB application must be from the same institution. Potential users at different institutions must apply for these data separately.**

Further **all individuals who receive any files with text variables** (free or paid) must agree to provide these translated and documented files back to the RLMS as soon as they are prepared and checked. They will be held for 18 months by the RLMS staff, but thereafter the RLMS staff has the right to provide them to other scholars. This must be in the IRB agreement and will also be part of the legal payment plan for text variables.

Scholars wishing access to any paid data, or to any confidential data (community, sex history, primary sampling unit identifiers, or text), must submit this plan to the IRB that handles confidentiality and human subjects protection for their local institution. A signed formal

agreement from the IRB must be received by the RLMS team at the address noted below. Faxed copies will not be accepted.

In order for us to distribute the sensitive data, while abiding by requirements of the Health Sciences Institutional Review Board at the University of North Carolina at Chapel Hill, it is necessary that potential users agree to follow the guidelines set out below. In signing a Data-Use Agreement, the researcher acknowledges that a violation of its terms may result in his/her becoming subject to punitive legal action.

Terms of Agreement

In order to protect the anonymity of respondents to the Russia Longitudinal Monitoring Survey, the undersigned researcher, who is applying to receive any RLMS data from Rounds 5-8 (1994-1998) or 12-14 (2003-2005)¹, community-level data from any round, sexual histories, primary sampling unit identifiers, or individual-level text variables from the RLMS (hereinafter called “confidential data”), and also his/her parent institution (center, department, or other legally established entity), agree to abide by the following guidelines:

- A. The researcher will use confidential data only for the purposes he/she outlines in document 1 referred to in article F, below.
- B. The researcher will not share these confidential data with anyone whose name does not appear in document 2 referred to in article F, below. **“Sharing” includes not only providing data as received from RLMS staff, but also providing secondary information obtained from the confidential data.** This is not meant to hinder publication of the results of analyzing confidential data, but publication must not risk the violation of respondents’ anonymity. **The researcher must attest that he/she will not disseminate these RLMS confidential data to anyone not listed as a member of his/her research team and included in his/her IRB application.** These persons must be at the same institution. Under no terms can data be shared with scholars at other institutions without their also following similar procedures. In other words, sharing is allowed only at the institution whose human protections form and signature are provided by the applicant researcher(s).
- C. The researcher will use confidential data only on the premises of the department or institute whose chair or director has signed this agreement. Before these data may be moved to another department or institute, a new agreement specific to the new location must be submitted for approval, including all applicable signatures.
- D. The researcher affirms that he/she has the capacity to restrict access to confidential data. Such capacity may include features of a computer operating system, software that removes electronic images of data from physical storage devices, locking cabinets in which to store the disks or tapes on which confidential data, including back-up copies, are written, and the training of personnel who will handle confidential data. The Russia Longitudinal Monitoring Survey reserves the right to judge the adequacy of such protections.

¹ Please note that this same requirement will apply to all subsequent rounds of the RLMS collected and made available as NIH support is no longer being provided for the collection of these data.

- E. The researcher will use the restrictive measures - such as those listed in section D, above - to which he/she has access in safeguarding RLMS confidential data.
- F. The researcher encloses with this agreement the following documents:
1. A brief description of the research he/she intends to undertake using confidential RLMS data.
 2. A list of the names and organizational affiliations of all those with whom he/she will engage in this research at the same institution.
 3. A description of the means by which he/she will restrict access to confidential RLMS data, as outlined in article D, above.
 4. A description of the means by which he/she will restrict dissemination of these RLMS data.
 5. *If the request is for any paid data, or for any community, text, or sexual histories data, or primary sampling unit identifiers:* A document, in the form in use at his/her institution, signifying the approval of the local institutional review board for: (a) the research described in document 1, above; (b) the security measures described in document 3, above. If these conditions have not already been met, see <http://ohrp.cit.nih.gov/search/asearch.asp> for more information and guidance.)
- If the research project involves use of US government funding, 1) the IRB must be certified by the U.S. National Institutes of Health, and 2) if the institute in question is not located in the U.S., it will be necessary that its ethics committee be registered with the DHHS Office of Human Research Protections and that the country obtains Federalwide Assurance (FWA). For community-level data, the foreign institution need not have the FWA.
- G. The researcher will report to Dr. Barry Popkin, at popkin@unc.edu, any breach of this agreement within 15 days of his/her discovery of such breach.
- H. The researcher will use the following acknowledgement in all publications resulting from use of the RLMS data: "We thank the Russia Longitudinal Monitoring Survey Phase 2, funded by the USAID and NIH (R01-HD38700), Higher School of Economics and Pension Fund of Russia, and provided by the Carolina Population Center and Russian Institute of Sociology for making these data available."

Within approximately two weeks of receiving a completed data-use agreement and the necessary enclosures described above, RLMS staff will notify the undersigned researcher of whether they have approved the nature of the proposed research and the means by which the researcher will restrict access to confidential data. If these two approvals are given, within another three weeks RLMS staff will make the data available on the web (all except the text data) or send the requested data on diskette or CD-ROM to the researcher (text data only), in SAS XPORT, PDF, or Word Perfect format, as appropriate, via U.S. mail. Any scholar who has received permission

during the period of August 1, 2006 to July 31, 2007 will have access at all times to the RLMS data (except text data) via the web.

The following form must be completed in full and the original copy mailed, along with the supplemental documentation outlined in article F, above, as follows.

For those requesting RLMS paid and/or confidential data, and who are located in Russia:

**Dr. Polina Kozyreva
Director ZAO "Demoscope"
Krzhizhanovskogo 24/35, k.5, kom.406
117218 Moscow, Russian Federation**

For all others:

**Ms. Frances Dancy
Carolina Population Center
The University of North Carolina
123 West Franklin Street, University Square East
Chapel Hill, NC 27516-3997 USA**

Russia Longitudinal Monitoring Survey

Agreement for the Use of Confidential Data

Name, Title, and Email Address of Researcher: _____

Researcher's Institutional Address: _____

Researcher's Signature: _____ Date: _____

Other scholars at this institution who will have access to these RLMS data:

Name, Title, and Email Address of Researcher: _____

Name, Title, and Email Address of Researcher: _____

Name, Title, and Email Address of Researcher: _____

Name, Title, and Email Address of Researcher: _____

Name, Title, and Email Address of Researcher: _____

Name of Department or Institute: _____

Name and Title of Department Chair or Institute Director: _____

Chair/Director's Institutional Address: _____

Signature of Chair/Director: _____ Date: _____

If the request is for household or individual data from Rounds 5-8 (1994-1998) or 12-14 (2003-2005), or for any rounds of community data, primary sampling unit identifiers, text variables, or sexual histories:

Name and Title of Institutional Review Board Official: _____

IRB Official's Institutional Address: _____

Signature of IRB Official: _____ Date: _____

Note: The IRB application will conform to the format of each institution. This application must specify what data sets from the RLMS are being requested. If these include paid data sets, the application must discuss how he or she and their colleagues on the application will control dissemination of these data as well as fulfill all the confidentiality requirements. The categories of datasets that can be requested are:

- Household- and individual-level data
- Community-level data
- Sexual history data
- Primary sampling unit identifiers
- Individual-level text data*

Variables(s) and round(s) requested for the text data:

* Most text variables are available in Russian only

Russia Longitudinal Monitoring Survey

Agreement for the Use of Confidential Data

PRICE FOR RLMS DATA:

Major international institutions for all staff within (World Bank, UNDP, IMF): \$50,000

Russian and US universities, companies and very large research centers: \$25,000

Research team at one center or institution: \$10,000

Graduate students: doctoral and masters' students working alone: \$2,000 with scholarships available selectively for students in Russia if there are no resources.

Text variables, all requested data bundled: \$10,000 (specify above which variables and which rounds [years] to send)

Sexual history data, Round 12: \$2000 (Round 10 is free)