

**Sir Arthur Lewis Institute of Social and Economic Studies  
DEREK GORDON DATABANK DATA ACCESS APPLICATION FORM**

**A. APPLICANT DATA (Please complete in block capitals):**

Title:	First Name:	Last Name:
Department:		Institution:
Position:		
Address:		
Postcode:	Telephone:	
Fax:	E-mail address:	
If you are a student, please tick appropriate box		Undergraduate <input type="checkbox"/> Postgraduate <input type="checkbox"/>

Title of Research Paper: \_\_\_\_\_

Abstract/outline attached: Yes  No

**B. ACADEMIC DISCIPLINE**

If you are in the academic sector, please tick one of the terms below which closely describes the discipline in which you are currently working:

- |   |                          |                            |                          |
|---|--------------------------|----------------------------|--------------------------|
| History                                     | <input type="checkbox"/> | Geography                  | <input type="checkbox"/> |
| Economics                                   | <input type="checkbox"/> | Linguistics                | <input type="checkbox"/> |
| Management & Business                       | <input type="checkbox"/> | Psychology                 | <input type="checkbox"/> |
| Political Science & International Relations | <input type="checkbox"/> | Social Anthropology        | <input type="checkbox"/> |
| Environment                                 | <input type="checkbox"/> | Science & Technology       | <input type="checkbox"/> |
| Sociology                                   | <input type="checkbox"/> | Stats, comput. & method.   | <input type="checkbox"/> |
| Social Administration                       | <input type="checkbox"/> | Religion & Ethics          | <input type="checkbox"/> |
| Health & Medicine                           | <input type="checkbox"/> | Mass Communication & Media | <input type="checkbox"/> |
| Education                                   | <input type="checkbox"/> | Science Policy             | <input type="checkbox"/> |
| Socio-legal Studies                         | <input type="checkbox"/> | Other (specify): _____     | <input type="checkbox"/> |

**C. DATASET**

Dataset(s) needed: \_\_\_\_\_

Dataset(s) Purpose:

- |  |                          |
|--|--------------------------|
| Class Assignment                                     | <input type="checkbox"/> |
| Research Paper in fulfillment of Postgraduate Degree | <input type="checkbox"/> |
| Academic Research                                    | <input type="checkbox"/> |
| Research for other purposes                          | <input type="checkbox"/> |
| Other (specify) _____                                | <input type="checkbox"/> |

Please indicate period of use: \_\_\_\_\_

## TERMS AND CONDITIONS OF USE OF DATASET(S)

I \_\_\_\_\_ hereby undertake to comply with The UWI Data Protection Policy and Procedures accessible at: <https://www.uwi.edu/data-protection/> and:

- (1) **Purpose:** To use the dataset(s) only for the purposes specified in the accompanying application (non-commercial research or teaching)
- (2) **Confidentiality:** To act at all times so as to preserve the confidentiality of the data (individuals and institutions). In particular, not to use or attempt to use the data to derive information relating specifically to any individual or institution nor to claim to have done so.
- (3) **Acknowledgement:** To acknowledge in any publication, whether printed, electronic or broadcast, based wholly or in part on such materials, both the original depositors and the SALISES Derek Gordon Databank. To declare in any such work that those who carried out the original collection and analysis of the data bear no responsibility for their further analysis or interpretation.
- (4) **Citation:** In citation of the dataset(s), must include (a) author(s) of the dataset; (b) the date the dataset was published or otherwise made public, (c) the dataset title and (d) that dataset(s) was provided by the SALISES Derek Gordon Databank.

### *Example of citation:*

Statistical Institute of Jamaica. Jamaica Survey of Living Conditions, 2019 [Micro-data set]. Kingston, Jamaica: Statistical Institute of Jamaica [producer], 2019. Kingston, Jamaica: Planning Institute of Jamaica and Derek Gordon Databank, The University of the West Indies, Mona Campus [distributors], 2022.

- (5) **Publications deposit:** To deposit with SALISES two copies of any published work or report based wholly or in part on such materials and/or the citation of the published work.
- (6) **Copyright:** Not to distribute copies of the dataset(s), nor to make copies without the written approval of SALISES and that the data remain the property of SALISES (and/or the original source) and this agreement does not imply any conferral of property rights to these datasets.

**(7) Access to others:** To give access to the data contained in or any derived variables only to registered users who have received permission from the DATABANK or the owners of the materials; or in the case of datasets for which my purpose of use was stated to be teaching, to give access only to my students who have signed the Students' Undertaking on Conditions of Use Form, prior to using the data set and submit completed form to the Databank

**(8) Derived datasets deposit:** At the conclusion of the research (or at any time at the request of the SALISES) to offer for deposit in the SALISES Derek Gordon Databank on a suitable medium, and at my own expense any new datasets which have been derived from the dataset(s) or which have been created by the combination of the data supplied with other data. The deposit of the derived datasets will include sufficient explanatory documentation to enable the new data files to be accessible to others.

**(9) Errors:** To notify the SALISES Derek Gordon Databank of any errors discovered in the dataset(s).

**(10) Charges:** To meet the charges for the supply of dataset(s).

**(11) Liability:** To accept that the SALISES Derek Gordon Databank and the depositor bear no legal responsibility for the accuracy or comprehensiveness of the dataset(s).

**(12) Deletion of dataset(s):** To delete the dataset(s) after the stated period of usage.

**Applicant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**SALISES APPROVAL**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_