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**PRIORITY INVESTMENT APPROACH DATASET**

**DATA USER AGREEMENT**

I,

[Full name]

request access to a de-identified subset of the Department of Social Security’s Priority Investment Approach Dataset (the Dataset), hosted by the Australian Institute of Health and Welfare (AIHW) in the Secure Unified Research Environment, for the purposes described in the project titled

(the Project).

[Project name]

I am sponsored by

(the Sponsor).

[Institution/corporation/incorporated body/Government agency etc., with registered address and ABN/ACN if applicable]

If I am granted access, I agree that:

* I will only use the data for the purpose specified in a Public Interest Certificate(s) issued for the Project by the Department of Social Services (DSS).
* My access to the Dataset will continue until the Project has been completed or for a period of up to three months from when I am advised in writing that access has been approved – whichever occurs first.
* I can request an extension of time to access the Dataset but any extension may depend on the level of demand from other researchers.
* I must only discuss de-identified data about individuals with data users working on the Project and only if they have been granted access to the Dataset.
* I will not record, transmit or publish any part of the de-identified Dataset unless it is aggregated in a manner approved by the AIHW.
* I must not link other unit record level data to the Dataset without prior approval in writing from DSS.
* I must apply all appropriate statistical disclosure control techniques to my outputs including those specified by DSS, the AIHW and the Sax Institute.
* I must follow all relevant instructions about data handling and security from DSS, AIHW and the Sax Institute.
* I must notify the AIHW as soon as practicable after discovering a data handling mistake and take all remedial action specified by DSS, the AIHW and the Sax Institute.
* If I observe others making data handling mistakes, I must encourage them to report the mistake to the AIHW, and I must inform the AIHW if the other parties do not report the mistake.
* Any changes to data handling (for example, different people on the project, a different purpose or a different period of access) must be referred to AIHW for consideration before acting on those changes.
* Where any uncertainty exists, or if I need specific guidance about the Dataset, I will contact the AIHW for clarification.

I also understand that:

* As a data user, I am in a position of trust.
* Any breach of access conditions may lead to legal, financial and operational consequences for me and my sponsoring institution. Consequences may, for example, include suspension of access to data and penalties set out in in the *Privacy Act 1988* and in the confidentiality provisions in the *Social Security (Administration) Act 1999* and in the *A New Tax System (Family Assistance) (Administration) Act 1999*.
* My sponsoring institution will be notified if I breach conditions of access and penalties are applied.

Please sign and date

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Data User Witness Date

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Please print names, position and organisation. Please scan and email send this form to pia.dataset@aihw.gov.au