icddr,b Data Access Policy

icddr,b recognizes the public health, social and intellectual value of providing access to and increasing the amount of innovative analyses of its knowledge data, and is pleased to share such data according to this policy.

1. Data generated from icddr,b's research (icddr,b Datasets) will be provided to interested researchers (Recipients) for purposes of secondary data analyses upon approval of a Data Licensing Application & Agreement (DLAA) (attached hereto as Annex A) by the icddr,b Data Centre Committee (DCC).

2. icddr,b Datasets are subject to any and all interests and limitations imposed by statutory requirement, icddr,b institutional policy, or written agreement with any third-party institution or individual (Interested Third Party). Requests for icddr,b Datasets that would negate or infringe any such interest will not be approved.

3. Biological, chemical and other material samples are not considered data for purposes of this policy and will not be made available under this policy.

4. Only those data that icddr,b's Data Archival Policy, donor and publisher requirements, and ethical considerations permit will be made publicly available to Third Party.

5. Requests from interested researchers to conduct secondary data analysis of icddr,b Datasets will be considered by the DCC upon receipt of a completed Application, which must include a thorough description of the research project for which the data are requested. Recipients must also include a copy of their own institution's Institutional Review Board (IRB) approval of their study. In the event the Recipient is not affiliated with an institution that has an IRB satisfactory to the DCC, a full protocol must be approved by icddr,b's internal IRB process before the Application is approved.

6. icddr,b Datasets will only be provided with all personally identifiable information removed, and every reasonable effort will be made to keep the identification of study subjects in the strictest confidence. However, due to the wealth of individual level data available on study participants, the possibility of direct identification of a study subject cannot be completely eliminated. Therefore, only IRB approvals from an expedited or full review can be accepted. IRB letters of exemption will not be accepted.

7. As more fully set forth in the Application, use of icddr,b Datasets shall be strictly limited to use in and for the purpose of the described research project, may not be shared, sold, transferred, or otherwise released to another party without the written consent of the DCC, and must strictly comply with subjects' informed consent and all applicable IRB requirements. Under no circumstances may a Recipient attempt to identify or contact study subjects.

8. The rights and interests of the respective icddr,b PI and Interested Third Parties shall take priority over the requests of Recipients and no grant of access to icddr,b Datasets shall be construed or allowed to infringe such priority rights and interests.

9. Considerations of the DCC will include but not be limited to:
   a. Whether the request is appropriate and consistent with the mission of icddr,b;
   b. Whether the proposed research is inconsistent with the subjects' informed consent;
   c. Whether icddr,b researchers have been or will be involved in the development and execution of the proposed secondary analysis;
   d. Whether the requested access would result in duplicative research and, if so, whether granting such access would be inappropriate under the circumstances; and
   e. The capacity of the requesting party to correctly understand and/or interpret the requested data.

10. The DCC will set access fees on a periodic basis, which must be paid by the Recipient in a timely manner. Such fees will be waived for icddr,b Post-Doctoral Fellows and may be reduced or waived on a case-by-case basis for students.

11. In any abstract, manuscript, publication, dissemination, presentation or other public disclosure based on icddr,b Datasets, icddr,b, its PI, and the original donor must be properly acknowledged. Recipients publishing secondary analyses based on icddr,b Datasets must give each icddr,b Researcher who made an intellectually significant contribution to the dataset an option to be listed as an author, provided it would meet international standards for authorship in peer-reviewed journals and the policies of the publishers.

12. If the Recipient identifies an apparent error or inconsistency in any icddr,b Dataset received, Recipient must convey it to the DCC as soon as is reasonably possible.

13. Any proposed abstract, manuscript, publication or other formal public dissemination based on an icddr,b Dataset must be submitted to icddr,b for its review and comment at least 30 days prior to submission or presentation.

Recommended by the Scientific Council and
Adopted by the Executive Director

5 November 2007