

APPLICATION FORM FOR THE ACCESS TO MICRODATA FROM THE COMPANIES - WORKERS DATA PANEL (CWDP) FOR SCIENTIFIC PURPOSES

1. DETAILS OF THE RESEARCH ORGANISATION

1.1 IDENTIFICATION OF THE ORGANISATION APPLYING FOR ACCESS

Name of the organisation: _____

Tax Id. No. of the organisation: _____

Postal address: _____

Website: _____

Country: _____

Type of organisation:

University or Higher Education Organisation

Research Organisation

Other (please state): _____

2. PURPOSE OF THE RESEARCH

2.1 TITLE OF THE RESEARCH

2.2 DESCRIPTION OF THE RESEARCH PROJECT FOR WHICH ACCESS TO MICRODATA IS REQUESTED (It may be extended by filling in [Addendum I](#))

2.3 PURPOSES OF THE RESEARCH

2.4 REASONS WHY THIS RESEARCH CANNOT BE CARRIED OUT WITHOUT ACCESS TO MICRODATA.

2.5 ESTIMATED DURATION OF THE RESEARCH PROJECT _____ (Grounds, where appropriate, for the extension of the maximum one-year term for the transfer of the CWDP data and statement of the express undertaking to inform of the works carried out upon the first anniversary of the transfer by means of [Addendum I](#))

3. DATA TO WHICH ACCESS IS REQUESTED (DATA SHEET IOE 58052)

3.1 VARIABLES AND DEGREE OF DISAGGREGATION NEEDED FOR THE RESEARCH

3.2 STATISTICAL METHODS TO BE USED FOR THE DATA ANALYSIS

4. RESULTS OF THE STATISTICAL ANALYSIS

4.1 PRESENTATION OF THE ANALYSIS RESULTS (result tables by variable, charts, disaggregation level, etc.)

4.2 PLANNED DISSEMINATION OF THE ANALYSIS RESULTS (publication of papers, conferences, etc.)

5. DATA SECURITY

5.1 PHYSICAL SECURITY MEASURES IN PLACE IN THE FACILITIES WHERE DATA ARE TO BE KEPT (lockers, media, rooms with access key or access code, etc.)

5.2 TECHNICAL SECURITY MEASURES OF THE EQUIPMENT WHERE DATA ARE TO BE KEPT (access passwords, data encryption, etc.)

5.3 ADMINISTRATIVE SECURITY MEASURES OF THE FACILITIES WHERE DATA ARE TO BE KEPT (systems or equipment where the data will be stored, maintained, used or shared and their physical or technical location, identification procedures for the access to the facilities, access records to files, etc.)

5.4 PROCEDURES TO BE USED FOR THE DESTRUCTION OF CONFIDENTIAL INFORMATION ONCE IT IS NO LONGER NECESSARY OR UPON COMPLETION OF THE RESEARCH (paper shredders, file deletion programs, etc.)

6. DETAILS OF THE RESEARCH TEAM ACCESSING THE DATA

6.1 NUMBER OF MEMBERS OF THE RESEARCH TEAM _____

6.2 HEAD OF THE RESEARCH

Name: _____

Id. Card No., Tax. Id. No. or Passport: _____

Position: _____

E-mail: _____

Research team: _____

6.3 RESEARCHERS HAVING ACCESS TO DATA¹

Researcher

Name: _____

Id. Card No., Tax. Id. No. or Passport: _____

Position: _____

Research team: _____

Researcher

Name: _____

Id. Card No., Tax. Id. No. or Passport: _____

Position: _____

Research team: _____

Researcher

Name: _____

Id. Card No., Tax. Id. No. or Passport: _____

Position: _____

Research team: _____

¹ All of them shall execute a non-disclosure agreement with the research organisation they work for prior to the carrying out of any action regarding the transferred data.

Additional pages may be added to cover the details of all members of the research team, as well as those members who may join the team afterwards and whose data were not provided upon filing this CWDP Application Form ([Addendum II](#)).

**STATEMENT REGARDING THE ACCESS APPLICATION FORM TO MICRODATA FROM THE
COMPANIES AND WORKERS DATA PANEL (CWDP) FOR SCIENTIFIC PURPOSES**

Regarding the access application form to confidential microdata for scientific purposes for the project:

Head of the project:

The undersigned does hereby state that all the information contained in the access application form to microdata for the carrying out of the aforementioned research project is complete and accurate and that any change shall be subject to notification to the General Treasury of the Social Security (GTSS).

They also state that they accept that the GTSS may at any time verify the accuracy of the information provided and request additional information if necessary.

Once the GTSS has accepted the access application form to microdata from the CWDP, the undersigned undertakes to execute the document on the Terms and Conditions for the Transfer of Data from the General Treasury of the Social Security to researchers and for the use of microdata from the Companies and Workers Data Panel.

In _____ on the _____, _____ 20_____

Signed:
Head of the Research

APPROVED
Head of the Research Organisation

Position of the Head of the Research Organisation: _____

The application form, complementary documentation as well as any communication regarding this document may be sent to the following e-mail address:

pet.tgss@seg-social.es