



CLEAR ALL FIELDS

1. APPLICANT ENTITY

1.1 IDENTIFICATION OF THE APPLICANT ENTITY

Entity type: University or higher education entity Research organization Other (specify):

Name or business name: _____ NIF: _____

Address: _____

Country: _____ Web Page: _____

Constitution data: _____

Date: _____ Registry number: _____ Type of register: _____

1.2 REPRESENTATIVE OF THE APPLICANT ENTITY

Treatment: _____ Name: _____ Nationality: _____

_Mr. _Mrs.. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Type: _____ Number: _____ Date of issue: _____

_DNI _NIE _Passport

Issuing country: _____ issuing authority: _____

1.3 INTERLOCUTOR PERSON FOR THE PURPOSES OF TRANSFERRING DATA

Telephone contact: _____

Identification of the person designated as interlocutor:

_Representative (p. 1.2) _Responsible researcher (p. 5.2) _Other (include your details below):

Treatment: _____ Name: _____ Nationality: _____

_Mr. _Mrs. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Tipo: _____ Number: _____ Date of issue: _____

_DNI _NIE _Passport

Issuing country: _____ issuing authority: _____

2. DATA TO WHICH ACCESS IS REQUESTED AND PREFERRED RESEARCH ROOM

The entity identified in section 1.1 requests access, for analysis and research purposes, to the following datasets, of the edition and version specified below:

- Continuous Sample of Working Lives (MCVL) (MCVL without fiscal data: available annual editions from 2004 to 2020
MCVL with tax data: available annual editions from 2006 to 2019)**

Edition (year): _____

Version (check only one of the two options): No tax data With tax data

Territorial scope: _____

Sector of economic activity: _____

CCC size: _____

Contribution Scheme: _____

- Affiliates Labour Life (monthly data from 2017 to 2020)**

Edition (month/year): _____

- Affiliates in Temporary Employment Suspension (ERTE) linked to COVID-19 (Includes data from March 2020 – Start of the state of alarm until the last closed month (approximately two months prior to the date of application))**

- Benefits recognized in the previous fiscal year (the series begins in 2020)**

Edition (year): _____

- ISM medical examinations**

Edition (year): _____

- ISM Maritime Training**

Edition (year): _____

- Annual Accounts (1993 to 2004)**

Edition (year): _____

- Budget Settlement (1993 to 2004)**

Edition (year): _____

Available Research Rooms:

- MADRID
- BARCELONA
- ALBACETE

3. RESEARCH PROJECT FOR WHICH ACCESS TO THE DATA IS REQUESTED

3.1 TITLE OF THE PROJECT:

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3.2 DESCRIPTION:

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3.3 OBJECTIVES:

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3.4 WHY THE RESEARCH COULD NOT BE CARRIED OUT WITHOUT ACCESSING MICRO DATA?:

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3.5 ESTIMATED DURATION (MIGHT NOT EXCEED ONE YEAR): _____

3.6 INCLUDED VARIABLES THAT ARE EXPECTED TO BE USED AND REQUIRED LEVEL OF DISAGGREGATION:

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3.7 STATISTICAL METHODS OF ANALYSIS EXPECTED TO BE APPLIED:

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3.8 WAY IN WHICH THE RESEARCH RESULTS ARE PLANNED TO BE PRESENT:

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3.9 HOW IT IS PLANNED TO DISSEMINATE THE RESULTS OF THE INVESTIGATION:

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4. IDENTIFICATION OF THE RESEARCH TEAM THAT WILL ACCESS THE DATA

4.1 TOTAL NUMBER OF MEMBERS OF THE INVESTIGATION TEAM: _____

4.2 IDENTIFICATION OF THE RESEARCHER RESPONSIBLE FOR THE PROJECT (researcher nº1):

Treatment: Name: Nationality:
_ Mr. _ Mrs. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Type: Number: Date of issue:
_ DNI _ NIE _ Passport _____

Issuing country: _____ issuing authority: _____

4.3 IDENTIFICATION OF OTHER RESEARCHERS:

Researcher nº 2:

Treatment: Name: Nationality:
_ Mr. _ Mrs. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Type: Number: Date of issue:
_ DNI _ NIE _ Passport _____

Issuing country: _____ issuing authority: _____

Assigned tasks: _____

Researcher nº 3:

Treatment: Name: Nationality:
_ Mr. _ Mrs. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Type: Number: Date of issue:
_ DNI _ NIE _ Passport _____

Issuing country: _____ issuing authority: _____

Assigned tasks: _____

Researcher nº 4:

Treatment: Name: Nationality:
_ Mr. _ Mrs. _____

Surname: _____

Position: _____ email: _____

Personal identification document

Tipo: Number: Date of issue:
_ DNI _ NIE _ Passport _____

Issuing country: _____ issuing authority: _____

Assigned tasks: _____

5. CONDITIONS FOR THE ASSIGNMENT AND USE OF MICRO DATA

The Secretary of State for Social Security and Pensions, (hereinafter "the owner") establishes the following conditions in reference to the transfer and treatment of anonymized Social Security microdata files (hereinafter "the data"). In the event that the assignment request is met, the entity signing the same (hereinafter "the assignee"), undertakes to comply with the following conditions:

I. Duration of the assignment: The assignment of data is limited to the time necessary to carry out the research project for which access to the Research Rooms was requested. The assignment may be extended in the event that the project could not be completed in the initially estimated time, provided that the owner conveniently justifies it and thus assumed by the owner. Failure to comply with the obligations derived from this document by the assignee or the components of the research team may lead the owner to revoke the transfer of data object of the same, in which case the assignee must also desist from continuing with the investigation.

II. Persons authorized to access the data. Only the persons previously designated by the transferee and identified as members of the research team may consult, use, or access the data. Before any access to the data, each of the members of the research team must sign, by signing the document that the transferee establishes for this purpose, a confidentiality commitment in relation to the transferred data. The assignee must keep said documents, which may be requested for verification at any time by the owner. The signing of the commitment by the members of the research team does not exonerate the assignee from the obligations and responsibilities that correspond to him. The members of the research team are, initially, those identified as such in the application form submitted by the assignee. Any variation in the composition of said team must be communicated to the owner prior to any access to the data by the new members.

III. Data protection: The data must be protected with the necessary security means to prevent any access to them by unauthorized persons. The access system must allow the identification of the person who accesses, and the actions carried out by this person in relation to the transferred data. The Research Rooms will offer the necessary technical, administrative, and organizational measures to ensure that the data, or any part of it, is not distributed to third parties, institutions, or organizations. The security measures required of the means in which the data is stored and the processes for its exploitation will be those corresponding to a high-risk level. The assignee undertakes to submit to the security checks determined by the owner and to comply with his indications. The assignee undertakes to submit to the owner, when required, a report on the use of the data, indicating the number of people who have accessed them, and the progress of the investigation carried out.

IV. Use of the data: The data will be used exclusively for the research project indicated in the application. Any investigation of individual individuals or organizations is prohibited. Any attempt to identify, directly or indirectly, the subjects, persons, or organizations to which the data refers is prohibited. In no case may the identity of any person or organization that may have been discovered be revealed or used, even by chance, and any finding of this type that may occur must be immediately communicated to the owner. No action may be carried out aimed at collating or crossing the requested data with any other data, and with those that could lead to the direct or indirect identification of people or organizations.

V. Restrictions on the dissemination of results: No type of results obtained from the data, including frequencies and any other statistical measures, referring to sets of observations or cases defined by characteristics (or combinations of these) may be revealed, explicitly or implicitly, that they occur so infrequently that this may allow the identification of the persons or organizations to which they correspond. Notwithstanding the foregoing, in no case may results referring to sets of less than five sample observations or statistical units be disclosed. In any publication or document containing information or results obtained from data processing, appropriate masking or dissociation measures will be adopted to preserve the anonymity of individuals and guarantee the secrecy of their personal data. In any medium through which the studies or results obtained from the data are disseminated, the data set provided by the owner must be stated as a source. The transferee must send the owner a copy in digital format of any publication or dissemination activity of the results of the research based on the data. The owner will in no case be responsible for the use, interpretation of the data or the conclusions that the assignee derives from them.

VI. Registry of entities: The owner may establish a registry of research entities; in which case he may include the assignee in the updated list of recognized research entities. Likewise, the owner may eliminate the assignee from the eventual existing registry and put an end to any new transfer of data by issuing the corresponding resolution.

VII Breach of obligations: Any breach by the transferee, or by those who are part of the research team, of the obligations arising from this document may lead to the owner ending the transfer of data.

object of it. Any violation of the provisions of this document may be communicated by the owner to the Spanish Data Protection Agency, so that it can exercise the sanctioning power that corresponds to it, for which purpose the assignee may be considered responsible for the treatment of the data. Regardless of the imposition of the corresponding sanctions, the breach by the assignee of the obligations related to the duration of the transfer of the data, its access, its protection, its use or the dissemination of results derived from them, in the terms expressed in this document, will give rise to the imposition on the assignee of an economic penalty in the amount of 50,000 euros. The requirement of said penalty shall be compatible with compensation for damages that may be caused.

VIII. Communications: Communications to the owner should be addressed to the email address solicites.sala-investigacion@seg-social.es. The person designated by the assignee to act as interlocutor in relation to matters arising from the activity that is the object of this document is the one identified as such in the application form. Any change that occurs in relation to the person designated as interlocutor must be immediately communicated to the owner.

6. DECLARATION, ACCEPTANCE OF CONDITIONS AND SIGNATURE:

By signing this document, and if the data requested therein is transferred, the requesting entity accepts and undertakes to comply with the transfer conditions included in section number 5. Likewise, by signing, the researcher responsible for the project undertakes to comply with these conditions in the development of his research and to ensure that the other members of the research team also comply with them. Both signatories declare that both they and the members of the research team are of legal age, that the information contained in this application and its annexes is complete and accurate and that any change in it will be immediately notified to the owner, and they express their agreement that it can check its accuracy at any time. Likewise, the signatories responsibly declare that they have the consent of each of the members of the research team to incorporate their data into this application.

Signature of the representative and seal of the requesting entity

Signature of the responsible Researcher

Place, date _____

Place, date _____

INFORMATION ON PERSONAL DATA

Your data will be processed with the main purpose of resolving this request. The purpose of processing your contact data will be to carry out communications. The data will be kept as long as it is necessary to manage your request and, where appropriate, the actions derived from your access to the Social Security microdata, as well as for other archiving and public statistics purposes. The treatment is necessary for the fulfillment of a mission carried out in the public interest or in the exercise of public powers conferred on the controller, in accordance with Art. 6.1.e) of Regulation 2016/679 of the Parliament and of the Council, of 27 of April 2016 (GDPR). You can exercise, in the terms established in the data protection regulations, the rights of access, rectification, deletion, limitation and opposition, by contacting the data controller:

Secretary of State for Social Security and Pensions
C/ Agustín de Bethencourt, 4 - 28003 - MADRID.
solicitudes.sala-investigacion@seg-social.es

You can contact the Data Protection Delegate at the following address:

Directorate of the Legal Service of the Social Security Administration:
C/ Sagasta 13, 6ª planta
28004 Madrid, España
delegado.protecciondatos@seg-social.es

You can consult the Social Security data protection policy at:

https://sede.seg-social.gob.es/wps/portal/sede/sede/Inicio/informacionUtil/SS-Proteccion_de_datos

Likewise, you can obtain more extensive information on the protection of personal data at:

<https://www.aepd.es/es/derechos-y-deberes/conoce-tus-derechos>

INDICATIONS FOR COMPLETING THE APPLICATION

GENERAL

This model is used exclusively for the request for access to Social Security microdata in the Research Rooms.

The document must be completed by typewriter or in capital letters, avoiding amendments and erasures. For the data that must be recorded choosing between several possibilities, the box next to the chosen one must be checked, which can only be one of them. The dates must be completed in numbers, indicating in this order and separated by points, the day, month and year (dd.mm.yyyy).

Abbreviations: NIF (tax identification number); DNI (national identity document); NIE (foreigner identification number).

The application, once completed and signed, will be scanned in its entirety and converted to a pdf file, which will be sent to the following email address:

solicitudes.sala-investigacion@seg-social.es

SPECIFIC SECTIONS ACCORDING TO NUMBERING

1. APPLICANT: The data may only be transferred to public or private institutions that carry out scientific research (public and private organizations, universities and non-profit entities that carry out scientific research functions and this is stated among their objectives in their regulations of constitution or operation), social agents, Administration services and other institutions that carry out statistical studies and analyses of public interest, for non-commercial purposes. For these purposes, the Secretary of State for Social Security and Pensions will assess the aptitude of the requesting entity based on the guidelines contained in article 4.1 of Regulation (EU) No. 557/2013 of the Commission, of June 17, 2013, by the that Regulation (EC) No. 223/2009 of the European Parliament and of the Council, relating to European Statistics, applies regarding access to confidential data for scientific purposes. It will also assess the research proposal based on the circumstances reflected in sections 2, 3 and 4 of the application.

1.1 IDENTIFICATION OF THE APPLICANT ENTITY: it is not mandatory to enter the incorporation data (date, type of registration and registration number), although it is recommended to do so to facilitate the identification of the applicant entity and the assessment of its application.

2. DATA TO WHICH ACCESS IS REQUESTED. The year corresponding to the edition required for the research project (reference year of the data) must be entered. Regarding the version, only one of the two possibilities must be chosen (with or without fiscal data).

3. RESEARCH PROJECT: The transfer of data can only be used for a single research project, which must be specified and described in this section. Without undermining its rigor, it is strongly recommended that the explanations included in this section be expressed clearly, in common language and avoiding technicalities whenever possible.

3.8 WAY IN WHICH THE RESEARCH RESULTS ARE PLANNED TO BE PRESENT: For example, the tables or graphs of results that will be presented and the statistical measures and classification variables to which they refer, as well as details on the level of disaggregation of results, etc.

3.9 HOW IT IS PLANNED TO DISSEMINATE THE RESULTS OF THE RESEARCH: For example, references to the publication of articles, the holding of conferences, etc. may be included.

4. 4. RESEARCH TEAM: If the research is going to be carried out by only one person, this person will be identified as responsible for the project. If the number of members exceeds four, the identification data of the remaining researchers will be included in additional sheets accompanying the application.