DANMARKS STATISTIK

User agreement for micro data schemes at Statistics Denmark:

The following provisions shall apply:

1. Data sets to which access is granted, are confidential, cf. section 27(3) of the Danish Public Administration Act and section 152 of the Danish Criminal Code.
2. Work using micro data under micro data schemes at Statistics Denmark, may only be conducted in accordance with applicable Statistics Denmark rules. Such work may be conducted either via a connection from the research environment to which authorisation has been assigned, or via a home workplace in accordance with the guidelines specified by Statistics Denmark.
3. A PC that is logged on to Statistics Denmark must not be entrusted to others, and the connection must either be completely shut down or disconnected, i.e. protected against unauthorised use, when the user leaves the PC.
4. The passwords that Statistics Denmark gives the user are personal and must not be lent or made known to others.
5. Data as well as derived data sets containing microdata must not be retrieved neither directly nor indirectly.
6. Any retrieval of results from projects under micro data schemes (tables, analytical findings, etc.) must only take place in accordance with the guidelines and methods specified by Statistics Denmark. Statistics Denmark logs these retrievals.
7. No retrieval must be made of confidential data, including data at personal or enterprise level – microdata and all output must be aggregated to such an extent that there is no risk of direct or indirect identification of persons or enterprises. No such identification must be attempted.
8. Publications from the project must not contain information that can identify individuals or individual enterprises
9. Statistics Denmark can receive publications from the project for information purposes
10. The token provided in connection with the project must be returned to Statistics Denmark upon termination of the agreement.

Specifically for project database managers:

11. The project database manager handles contact with Research Services in connection with the projects of the institution.
12. The project database manager has access to the project database, but not to the institution's other projects. Excluded are projects where the project database manager is also a user.
13. A research proposal must be submitted for approval in connection with new projects on the basis of the project database.
14. The project database manager is responsible for making a project database extraction for new and existing projects.
15. Data extraction for the individual project must only be created with content reflecting an agreement entered with Research Services.
16. The project database must not contain data from the Danish National Prescription Registry unless a special prior approval from the Danish Medicines Agency is in place.

17. Analyses must not be performed on the project database, and data from the project database must not be retrieved or disclosed in any other way.
18. The project database and other project data must be separated by different project numbers, and no attempt must be made to merge data from different projects.
19. Research Services transfer data from the project database to the institution's projects.
20. The project database manager ensures that access of all users to any project containing a project database according to the old scheme is terminated no later than six (6) months after the agreement was entered.
21. Research Services must be notified if the project database manager resigns.

Permission to share information in the user administration system Denmarks Data Portal

22. I give my permission to share the below information provided by me with other users in Denmarks Data Portal.
    a. For employees in Statistics Denmark, I give my permission to share the below information.
        - Name
        - Email
        - Contact phone (not required information)
        - SMS token mobile
        - Project access
        - Association agreements

    b. For users attached to the same authorised institution, I give my permission to share the below information:
        - Name
        - Email
        - Contact phone (not required information)
        - Project access
        - Association agreements

    c. For administrators, persons responsible for authorisations and deputies for persons responsible for authorisations from other authorised institutions, I give my permission to share the below information:
        - Name
        - Email
        - Contact phone (not required information)

    The information is necessary for a user with an association agreement to be added to more than one authorised institution.