



☒ NORTH CAROLINA WILDLIFE RESOURCES COMMISSION ☒

Cameron Ingram, Executive Director

Within the N.C. Wildlife Resources Commission (NCWRC), the Office of Conservation Policy & Analysis (CPA) is engaged in numerous human subject research projects and evaluations, which may involve social data and personally identifying information (per G.S.143-254.5), including collaborative projects with universities and other entities. The NCWRC values these collaborations and wants to ensure the continued science-based investigations into applied natural resource conservation issues and the appropriate application of data generated from these projects.

Due consideration of any requests for data is given for these collaborative projects or in-house evaluation or research efforts. Preliminary data that have not been evaluated against quality-control parameters could, however, be misinterpreted if used outside of the context of the original project. In addition, any data that are released could be preemptively published or otherwise disseminated and jeopardize the agency's ability to engage in the publication of original results. Finally, most agency research projects are funded at some level using various federal assistance grant funds. It is critical that the use of any data generated from these projects be consistent with expectations under these funding models. Therefore, and with these considerations in mind, the NCWRC expects other entities requesting to use agency data or data collected in collaboration with the agency to enter into the following data sharing agreement.

AGREEMENT FOR USE OF HUMAN SUBJECTS DATA

I understand any data obtained through intervention or interaction with individuals as well as any identifiable personal information supplied by the agency or collected from individuals constitutes sensitive human subjects data. I hereby agree to the following conditions for use of these data and/or personally identifying information provided by the NCWRC or collected as part of a collaborative project with the NCWRC.

- 1) I agree to use the data only on the analysis or project expressly listed in the "Data Requested and Purpose" section below.
- 2) I will use the human subjects data only for research, education, or conservation in a manner agreed upon with the NCWRC that will result in benign or positive impacts to wildlife resources and human subjects.
- 3) I will ensure that no personally identifiable information is directly or indirectly linked to responses when using human subjects data.
- 4) I will not leave data included under this request or gathered as part of this request on public computers or other shared devices, nor provide or distribute these data in any form (including geographic coordinates, location data, maps, directions, "geotagged" phones, online blogs or forums, or any social media postings) to any third party without prior written consent from the NCWRC.

- 5) I will consult with the NCWRC on matters concerning the interpretation of human subjects data provided. If the data are used to produce a report, article, peer-reviewed manuscript, or map, I agree to provide a copy of the same to the NCWRC for review and concurrence prior to dissemination. As applicable, I will work collaboratively with NCWRC staff to produce these materials.
- 6) I will provide the NCWRC with a copy of the project's approved Institutional Review Board (IRB) protocols, if applicable.
- 7) I will submit electronic files to the NCWRC of all raw and processed data collected, including geospatial information and codes used for any subsequent analysis, prior to the conclusion of the project or the publication of results.
- 8) Additional projects or publications using NCWRC data will not be pursued without prior written approval, nor shall data requested or generated be shared with a person or organization without prior written approval from the NCWRC.
- 9) All publications that result from the collaboration will include appropriate NCWRC staff as co-authors and acknowledge both the participation of the NCWRC in the survey, monitoring, or research project and all funding sources.
- 10) I will follow the NCWRC records retention policy and destroy all personally identifiable data upon completion of the project and all collected human subjects research data one year after the reference value for the project ends.
- 11) I agree to use all reasonable care to safeguard data to ensure the protection of human subjects, as well as to respect the rights of NCWRC constituents and the North Carolina public.
- 12) This agreement obligates neither party to a duty for or expectation of payment for said services and each agree to individually fund their representative portions of said work unless specifically addressed in further agreements.

NCWRC POINT OF CONTACT: Cristina Watkins, PhD, Lead Social Scientist

DATA REQUESTED AND PURPOSE:

Requested By: _____
 NAME, TITLE
 INSTITUTION
 CONTACT INFORMATION

 Date

Approved By: _____
 Carrie Ruhlman
 Policy Development Manager
 North Carolina Wildlife Resources Commission
 Office of Conservation Policy & Analysis

 Date