



RESEARCH AGREEMENT

This agreement is made between _____, referred to hereinafter as the researcher, and the Peterborough Victoria Northumberland and Clarington Catholic District School Board, hereinafter referred to as the Board.

The researcher has requested access to the following records that contain personal information and are in the custody or under the control of the Board: (describe the records below)

The researcher understands and promises to abide by the following terms and conditions:

1. The researcher will not use the information in the records for any other purpose other than the following research purpose unless the researcher has the Board's written permission to do so: (describe the records below)

2. The researcher will give access to personal information in a form in which the individual to whom it relates can be identified only to the following persons: (name the persons below)

3. Before disclosing personal information to persons mentioned above, the researcher will enter into an agreement with those persons to ensure that they will not disclose it to any other person.

4. The researcher will destroy, by shredding, all individual identifiers in the information by the following date:

5. The researcher will keep the information in a physically secure location to which access is given only to the researcher and to the persons mentioned above.

6. The researcher will ensure that no personal information will be used or disclosed in a form in which the individual to whom it relates can be identified without the expressed written authority of the Board.

7. The researcher will notify the institution in writing immediately upon becoming aware that any conditions set out in this agreement have been breached.

Signed at _____ this _____ day of _____, 200__.

Researcher: _____

Board Representative: _____