

# NCER-PD data and biomaterial access request

## PREAMBLE

The NCER-PD Consortium is willing to share its available data and biomaterial with internal project partners and external cooperation partners from universities, public research institutes and private partners for relevant research questions. Access to data, biomaterial and associated information can only be granted upon a favorable decision by the NCER-PD Data and Sample Access Committee (comprised by the Executive Committee and Program Committee). The data request should be legitimate, addressing sound research question and will help in advancing the research filed.

The proposed research question will be evaluated for its scientific relevance, scope, and feasibility by the NCER-PD Executive Committee as a basis for the decision to approve access to the requested biomaterial and/or data. Then, it will be evaluated by the NCER-PD Program Committee for the final decision of the request.

In case the requesting party is a party to the Consortium Agreement for the NCER-PD program, it agrees and warrants, by signing this access request, to comply with all terms and conditions of the consortium agreement when accessing NCER-PD data, biomaterial and associated information.

Both the NCER-PD Consortium members and external cooperation partners shall enter into a separate material/data transfer agreement or a collaboration agreement with the owner(s) of such biomaterial and associated information in addition to this access request, in order to be granted access to NCER-PD biomaterial, data and associated information.

The prerequisite for an agreement on sharing of biomaterial and data is that both parties understand that these can only be used for the analyses proposed and defined within this request, should it be approved.

Moreover, biomaterial and/or data sharing will be done based on a transfer agreement form. Finally, taking into consideration that all program biomaterial is unique and available in limited quantities, only the number and scope of biomaterial essential to the project described in this request will be provided.

Recipients of biomaterial and/or data collected within the NCER-PD research program are obliged to the following:

- Any scientific articles arising from the analyses of the requested biomaterial and/or data should list the NCER-PD Consortium as co-author in the publications as appropriate following good academic practice.
- For requests of biomaterial only: excess biomaterial should be returned, and data and metadata generated with the shared biomaterial must be shared with the NCER-PD Consortium.
- The project must have secured funding prior to the sharing of the biomaterial.
- Expenses arising from the provision of the biomaterial will be discussed on a cooperation basis. Costs of the shipment have to be covered by the requesting party.
- The requesting party is responsible for the strict following of ethical standards, GDPR requirements and ensuring that all reported data and results are accurate.

## HOW TO APPLY

Please, do not exceed a total of 2 pages for the proposal part below. The English language is mandatory. Please send this access request form to [request.ncer-pd@uni.lu](mailto:request.ncer-pd@uni.lu).

## Request for NCER-PD data and biomaterial

Requesting party details			
<b>Requestor name</b> <i>if different from project PI</i>		<b>Requestor email and affiliation</b> <i>if different from project PI</i>	
<b>Project Principal Investigator (PI)</b>		<b>Project PI affiliation</b>	
<b>Project PI position</b>		<b>Project PI email</b>	
<b>Cooperation aspects of the PI with NCER-PD team members</b>		<b>Name of NCER-PD team member involved</b> <i>If applicable</i>	
<b>Researcher(s) who will access biomaterial/data</b>		<b>Date</b>	

Request details
<b>Details of biomaterial requested</b> <i>Please provide the type, number and quantity of samples requested and any specific clinical parameters. Include the justification for the number of samples requested.</i>
<b>Details of data requested</b> <i>Please provide the type of data requested in detail (list the categories).</i>
Project details
<b>Title of the research project</b>
<b>Background and objectives (5-10 lines)</b>
<b>Own previous results relevant for the project (15 lines max.)</b>
<b>Study outline (1/2 pages max.)</b>
<b>Estimated end date of the study</b>

<b>Funding information</b>	
<b>Did the research project receive approval for the proposed use, e.g., from an ethics committee?</b> <i>Please submit a copy of the approval with this form when applicable.</i>	
<b>Control of requested data – only applicable for transfer of Personal Data between NCER-PD consortium members in the frame of the NCER-PD program</b>	
<b>Roles and responsibilities of the requesting party regarding the processing of personal data</b> <i>Please describe in detail the processing of personal data and then, on this basis, attribute the relevant legal qualification by selecting the relevant option (refer to the NCER-PD Phase II consortium agreement).</i>	
<b>Option 1:</b> Controller-to-Controller transfer: section 12.9.2 b applies	
<b>Option 2:</b> Controller-to-Processor transfer: section 12.9.2 c applies	
<b>Option 3:</b> Joint Data Controllers: section 12.9.2 d applies	
<b>Name and signature of authorized representative of requesting party</b>	
<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	
<b>Date</b>	

**To be completed by the NCER-PD team:**

<b>Fee to cover costs</b>	
<b>Estimated date of receipt of data/material</b>	
<b>Proposed mode of cooperation (MTA, CA, other)</b>	
<b>List of NCER-PD members who must be acknowledged in publications from this request</b>	
<b>Access request decision</b>	
<b>NCER-PD Executive Committee</b>	
<b>Name of authorized representative</b>	
<b>Title</b>	
<b>Signature</b>	
<b>NCER-PD Program Committee</b>	
<b>Name of authorized representative</b>	
<b>Title</b>	

<b>Signature</b>	
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