

The Russia Longitudinal Monitoring Survey (RLMS)

Data-Use Agreement

The Russia Longitudinal Monitoring Survey (RLMS) began in 1992 and has, to date (December 2003), collected eleven rounds of data. The RLMS obtains information on health, health care, reproduction, nutrition, income, assets, expenditures, employment, time use, and education from members of a nationally representative sample of Russian households and from the households themselves. Since Round 4, we have collected information about the communities in which the households are located. In Round 10, an intermittent sexual history component was added to the individual interview.

RLMS data sets at the levels of the individual and of the household are distributed via the World Wide Web. In order to safeguard the confidentiality of respondents, individual-level data sets omit text variables (designated *char* on questionnaires) and, for Round 10, the sexual history variables. Community-level data sets are not available through the Web, since they could be used to deduce survey locations, and in all data sets variables designating locations are not defined.

All of these reserved data may, however, be useful to researchers. In order for us to distribute them, while abiding by requirements of the Health Sciences Institutional Review Board at the University of North Carolina at Chapel Hill, it is necessary that potential users agree to follow the guidelines set out below. In signing a Data-Use Agreement, the researcher acknowledges that a violation of its terms may result in his/her becoming subject to punitive legal action.

Terms of Agreement

In order to protect the anonymity of respondents to the Russia Longitudinal Monitoring Survey, the undersigned researcher, who is applying to receive community-level RLMS data, Round 10 sexual histories, or individual-level text variables from the RLMS (hereinafter called “confidential data”), and also his/her parent institution (center, department, or other legally established entity), agree to abide by the following guidelines:

- A. The researcher will use confidential data only for the purposes he/she outlines in document 1 referred to in article F, below.
- B. The researcher will not share these confidential data with anyone whose name does not appear in document 2 referred to in article F, below. “Sharing” includes not only providing data as received from RLMS staff, but also providing secondary information obtained from the confidential data. This is not meant to hinder publication of the results of analyzing confidential data, but publication must not risk the violation of respondents’ anonymity.

- C. The researcher will use confidential data only on the premises of the department or institute whose chair or director has signed this agreement. Before these data may be moved to another department or institute, a new agreement specific to the new location must be submitted for approval, including all applicable signatures.
- D. The researcher affirms that he/she has the capacity to restrict access to confidential data. Such capacity may include features of a computer operating system, software that removes electronic images of data from physical storage devices, locking cabinets in which to store the disks or tapes on which confidential data, including back-up copies, are written, and the training of personnel who will handle confidential data. The Russia Longitudinal Monitoring Survey reserves the right to judge the adequacy of such protections.
- E. The researcher will use the restrictive measures--such as those listed in section D, above--to which he/she has access in safeguarding RLMS confidential data.
- F. The researcher encloses with this agreement the following documents:
1. A brief description of the research he/she intends to undertake using confidential RLMS data.
 2. A list of the names and organizational affiliations of all those with whom he/she will engage in this research.
 3. A description of the means by which he/she will restrict access to confidential RLMS data, as outlined in article D, above.
 4. *If the request is for individual-level data (text variables or sexual histories):* A document, in the form in use at his/her institution, signifying the approval of the local institutional review board, certified by the U.S. National Institutes of Health, for: (a) the research described in document 1, above; (b) the security measures described in document 3, above. (If the institute in question is not located in the U.S., it will be necessary that its ethics committee be registered with the DHHS Office of Human Research Protections and that the country obtain Federalwide Assurance (FWA). If these conditions have not already been met, see <http://ohrp.cit.nih.gov./search/asearch.asp> for more information and guidance.)
- G. The researcher will report to Dr. Barry Popkin, at popkin@unc.edu, any breach of this agreement within 15 days of his/her discovery of such breach.

Within approximately two weeks of receiving a completed data-use agreement and the four necessary enclosures, RLMS staff will notify the undersigned researcher of whether they have approved the nature of the proposed research and the means by which the researcher will restrict access to confidential data. If these two approvals are given, within another two weeks RLMS staff will send the requested data on diskette or CD-ROM to the researcher, in SAS XPORT, PDF, or Word Perfect format, as appropriate, via U.S. mail.

The following form must be completed in full and the original copy mailed, along with the supplemental documentation outlined in article F, above, as follows.

For those requesting community-level data and/or primary sampling unit identifiers, and who are located in Russia:

**Dr. Polina Kozyreva
Head of Department of Social Topology
Institute of Sociology
Russian Academy of Sciences
Krzhizhanovskogo 24/35, k.5, kom. 406
117259 Moscow, Russian Federation**

For all others:

**Ms. Frances Dancy
Carolina Population Center
The University of North Carolina
123 West Franklin Street, University Square East
Chapel Hill, NC 27516-3997 USA**

Russia Longitudinal Monitoring Survey

Agreement for the Use of Confidential Data

Name, Title, and Email Address of Researcher: _____

Researcher's Institutional Address: _____

Researcher's Signature: _____ Date: _____

Name of Department or Institute: _____

Name and Title of Department Chair or Institute Director: _____

Chair/Director's Institutional Address: _____

Signature of Chair/Director: _____ Date: _____

If the request is for individual-level data, either text variables or sexual histories:

Name and Title of Institutional Review Board Official: _____

IRB Official's Institutional Address: _____

Signature of IRB Official: _____ Date: _____

Agreement for the Use of Confidential Data

REQUESTED RLMS DATA:

Community-level data set(s)

Round(s): _____

Primary sampling unit identifiers

Round 10 sexual history data

Individual-level text data:

Variable(s)	Round(s)	Preferred Language:*
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

* Most text variables are available in Russian only; English translations can be provided for only a few.