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|  | **ITC Data Sharing Agreement with Mexico** |

**PLEASE NOTE:**

The text in this document is copied directly from the legally binding partnership agreements with individual countries and so cannot be edited or changed. You may find that some information or links are no longer applicable. If you have any questions, please contact the relevant project manager.

For Waves 1 and 2, please refer to the Partnership Agreement for Waves 3-5.

**Waves 3-5 (February 23, 2009 to May 2011)**

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| **Principal Investigator** | **E-mail** |
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**Terms and Conditions**

Waves 3-5 of the ITC Mexico Survey are organized and administered by the Mexican National Institute of Public Health (INSP).

The initial data entry will be carried out by the INSP Survey Research Unit. Specifications for entry of data from household enumeration forms and the interview forms will be provided by the ITC Project/Roswell Park TTURC Data Management Core (ITC DMC) at the University of Waterloo.

The INSP agrees to provide the ITC Mexico Survey data file and accompanying documentation in accordance with ITC standards, as specified by the ITC DMC.

All ITC Project survey data are housed in the International Tobacco Control Data Repository (ITCDR) at the University of Waterloo.

The INSP authorizes the International Tobacco Control Data Repository (ITCDR) to house the ITC Mexico Survey data, and manage access to the data by approved researchers according to the ITCDR data sharing protocol as described in the ITCDR Guidelines.

The INSP grants to the ITCDR the non-exclusive right to reproduce, translate (as defined below), and/or distribute the ITC Mexico Survey data to other International Tobacco Control Investigators (ITC Investigators) in print, electronic format or in any requested medium. As indicated in Section 4 below, the Mexico team as designated by the INSP will be informed of any proposed analyses that involve the ITC Mexico Survey data. Members of the Mexico team will be invited to participate in these analyses and, when providing sufficient input, will be asked to co-author publications or reports that result from them.

In addition, once two years have elapsed from the date when cleaned data sets are issued by the ITC DMC, the INSP grants to the ITCDR the non-exclusive right to subsets of the data to other approved researchers, under the terms of the ITCDR Data Usage Agreement. The Mexico team will be notified in a timely manner of all proposals from such other researchers to use the ITC Mexico Survey data, and all approvals to use the ITC Mexico Survey data. In all matters regarding access ITCDR will clearly identify the INSP as the owner of the ITC Mexico Survey data, and will not make any alteration, other than as allowed by this agreement, to the data.

Participants have been made aware of the potential usage of data collected in the survey recruitment scripts. The INSP and the ITCDR will abide by the provisions of the ethics proposal. Copies of the full proposal, including consent forms and scripts, are on file at Mexican INSP, UIC, and the ITCDR.

**Communications and Collaborations**

Members of the ITC Mexico research team will have the right to use the data to produce reports, presentations, articles for submission to professional journals, and other products that report on these data.

The ITC Investigator team will explore analyses that use the ITC Mexico Survey data in comparison with data from other countries, e.g. to analyze differences in the perception of advertising in Mexico vs. U.S., Canada, U.K., Australia and other ITC countries. In such analyses, it is the expectation that ITC Investigators and Mexico team members would be coauthors on resulting papers. Depending on the nature of the papers, the lead author could come from either group.

In all papers that the ITC Investigator team may lead, using the ITC Mexico survey data, the Mexico team members will be invited to be co-authors. It is the expectation that in any papers that the Mexico team may lead, ITC Investigators will have the opportunity to be co-authors.

Copies of all publications, reports, abstracts, etc. which use data from the ITC Mexico Survey will be submitted to The Roswell Park ITC Administration Core at the same time that they are submitted to conferences or journals, so that a complete record can be kept of the research findings for dissemination.

Proposals for studies using the data should be reviewed by the ITC Project Data Management Core to reduce the possibility of unnecessary duplication of effort in the ITC Collaboration.

The official list of funding sources and the exact wording to be used to acknowledge funding support will be specified at a later time, and approved by the INSP and by relevant members of the ITC Project Team.

**Wave 6 (July 9, 2012)**

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| **Principal Investigator** | **E-mail** |
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**Terms and Conditions**

The *ITC Mexico Survey* is administered by INSP, with data collection and data entry coordinated by Rosaura Perez. INSP authorizes the International Tobacco Control Data Repository **(ITCDR)**, operated by the ITC Project Data Management Centre (DMC) at the University of Waterloo, to house the Wave 6 *ITC Mexico Survey* data, and to manage access to the data by approved researchers according to the data sharing protocol described in the ***ITC Data Request Guidelines*** (http://www.itcproject.org/datarequ).

INSP grants DMC co-ownership of the data including the non-exclusive right to reproduce and/or distribute the ITC Mexico Survey data to the ITC Principal Investigators in any requested medium, under the terms of the ***ITC Internal Data Usage Agreement*** (http://www.itcproject.org/datarequ). As co-owners of the *ITC Mexico Survey* data, both INSP and DMC will notify each other of all requests to use the *ITC Mexico Survey* data.

As co-owners of the data, ITC Principal Investigators will abide by the terms of the ***Internal Data Usage Agreement*** (http://www.itcproject.org/datarequ), providing signed agreements to the DMC in order to share data internally with specified members of their research teams.

In all matters regarding access, DMC will clearly identify INSP as co-owners of the *ITC Mexico Survey* data, and will not alter the data in any way, other than as allowed by this agreement.

**Communication and Collaboration**

Members of the Mexico Team have the right to use the data to produce articles for submission to professional journals and other forms of dissemination that report on these data (e.g., reports and conference presentations). All parties to this agreement should not that, as part of our collaborative approach, all decisions about publications resulting from the ITC Mexico Project will begin with a process of consultation among all team members to inform the direction and scope of potential publications and other forms of dissemination, and to determine team members’ roles and expected contributions to each proposed publication or other form of dissemination. This consultative process will apply to all manuscripts, publications, reports and presentations, etc., that use the ITC Mexico Project data, but will be exclusive of internal reports and internal non-conference presentations ( where the term ‘internal’ is defined as being either within INSP or addressed only to policy-makers or organizations in Mexico, as deemed appropriate by the Mexico Team).

Furthermore, the ITC Investigator team must be notified of all intentions to use the data. As per the ITC Paper List Policy (http://www.itcproject.org/library/paperlist/paper\_list) all intentions to submit academic papers to peer-reviewed journals, presentations at scientific conferences or meetings, and reports, including reports presented to the Ministry or other government officials, must be cleared by a designated committee established to oversee the publication of papers. The dissemination clearance process will apply to all manuscripts, publications, reports and presentations, etc., that use the ITC Mexico Project data, but will be exclusive of internal reports and internal non-conference presentations (where the term ‘internal’ is defined as being either within INSP or addressed only to policy-makers or organizations in Mexico, as deemed appropriate by the Mexico Team).

The primary mandate of the publication review committee is to ensure that there is no substantial overlap in content between papers submitted for publication. The Committee will also provide a mechanism for conveying any potentially helpful additional information to the authors (e.g., recent findings from other ITC countries that may have relevance for the publication under consideration). The ***ITC Dissemination Proposal Form*** (http://www.itcproject.org/library/paperlist/itc\_dissem) is available for members of the Mexico Team to use to summarize their intentions for dissemination. It is expected that this committee will be composed of key investigators from the ITC Mexico Project. Proposals for studies using the data will be reviewed by the designated committee to reduce the possibility of unnecessary duplication of effort in the ITC Collaboration, to provide a mechanism for knowledge exchange, and to ensure that authorship issues are addressed properly.

For all papers that the ITC Principal Investigator team members may lead using data from the *ITC Mexico Survey*, the Mexico Team members will be invited to be co-authors. In reciprocal fashion, for any papers or presentations that the Mexico Team may lead using *ITC Mexico Survey – Wave 6* data, the relevant ITC Investigators will be invited to be co-authors. The Mexico Team will consult with Dr. Geoffrey Fong to identify the relevant ITC Investigators who would be appropriate to invite as co-authors.

Members of the Mexico Team will adhere to the criteria for authorship on papers to be published in scientific journals, as outlined in the ***ITC Authorship Policy*** (http://www.itcproject.org/library/paperlist/authorship~3).

The ITC Investigator team will explore analyses that use *ITC Mexico Survey* data **in comparison with data from other countries**. In such analyses, some countries that were not involved in the preparation of the paper will be acknowledged explicitly in the paper in this form: “and the ITC Project Collaboration” with a footnote that lists the countries and names of key investigator(s) for each of those countries.

Whenever publications, reports, abstracts, etc., including data from the Wave 6 ITC Mexico Survey are submitted to conferences or journals, copies will also be submitted to the Roswell Park ITC Administration Core and to the ITC Project Manager at the University of Waterloo, so that a complete record can be kept of the research findings for dissemination.

**Wave 7 (July 25, 2014)**

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**Terms and Conditions**

The *ITC Mexico Survey* is administered by INSP, with data collection and data entry coordinated by Rosaura Pérez. INSP authorizes the International Tobacco Control Data Repository **(ITCDR),** operated by the ITC Project Data Management Centre (DMC) at the University of Waterloo, to house the Wave 7 *ITC Mexico Survey* data, and to manage access to the data by approved researchers according to the data sharing protocol described in the ***ITC Data Request Guidelines*** (<http://www.itcproject.org/datarequ>).

INSP grants DMC co-ownership of the data including the non-exclusive right to reproduce and/or distribute the ITC Mexico Survey data to the ITC Principal Investigators in any requested medium, under the terms of the ***ITC Internal Data Usage Agreement*** (<http://www.itcproject.org/datarequ>). Two years after the date of issuance of cleaned data sets by the DMC, INSP grants DMC the non-exclusive right to provide subsets of the data to other approved researchers through the ***ITC Data Request Application*** process, and under the terms of the ***ITC External Data Usage* *Agreement***(<http://www.itcproject.org/datarequ>). As co-owners of the *ITC Mexico Survey* data, both INSP and DMC will notify each other of all requests to use the *ITC Mexico Survey* data.

As co-owners of the data, ITC Principal Investigators will abide by the terms of the ***Internal Data Usage Agreement*** (<http://www.itcproject.org/datarequ>), providing signed agreements to the DMC in order to share data internally with specified members of their research teams.

In all matters regarding access, DMC will clearly identify INSP as co-owners of the *ITC Mexico Survey* data, and will not alter the data in any way, other than as allowed by this agreement.

**Communication and Collaboration**

Members of the Mexico Team have the right to use the data to produce articles for submission to professional journals and other forms of dissemination that report on these data (e.g., reports and conference presentations). All parties to this agreement should note that, as part of our collaborative approach, all decisions about publications resulting from the ITC Mexico Project will begin with a process of consultation among all team members to inform the direction and scope of potential publications and other forms of dissemination, and to determine team members’ roles and expected contributions to each proposed publication or other form of dissemination. This consultative process will apply to all manuscripts, publications, reports and presentations, etc., that use the ITC Mexico Project data, but will be exclusive of internal reports and internal non-conference presentations (where the term ‘internal’ is defined as being either within INSP or addressed only to policy-makers or organizations in Mexico, as deemed appropriate by the Mexico Team).

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The primary mandate of the publication review committee is to ensure that there is no substantial overlap in content between papers submitted for publication. The committee will also provide a mechanism for conveying any potentially helpful additional information to the authors (e.g., recent findings from other ITC countries that may have relevance for the publication under consideration). The ***ITC Dissemination Proposal Form*** (<http://www.itcproject.org/library/paperlist/itc_dissem>) is available for members of the Mexico Team to use to summarize their intentions for dissemination. It is expected that this committee will be composed of key investigators from the ITC Mexico Project. Proposals for studies using the data will be reviewed by the designated committee to reduce the possibility of unnecessary duplication of effort in the ITC Collaboration, to provide a mechanism for knowledge exchange, and to ensure that authorship issues are addressed properly.

For all papers that the ITC Principal Investigator team members may lead using data from the *ITC Mexico Survey*, the Mexico Team members will be invited to be co-authors. In reciprocal fashion, for any papers or presentations that the Mexico Team may lead using *ITC Mexico Survey - Wave 7* data, the relevant ITC Investigators will be invited to be co-authors. The Mexico Team will consult with Dr. Geoffrey Fong to identify the relevant ITC Investigators who would be appropriate to invite as co-authors.

Members of the Mexico Team will adhere to the criteria for authorship on papers to be published in scientific journals, as outlined in the ***ITC Authorship Policy*** (<http://www.itcproject.org/library/paperlist/authorship~3>).

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Whenever publications, reports, abstracts,, including data from the Wave 7 ITC Mexico Survey are submitted to conferences or journals, copies will also be submitted to the Roswell Park ITC Administration Core and to the ITC Project Manager at the University of Waterloo, so that a complete record can be kept of the research findings for dissemination.

I have read and understand the conditions stated above.

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| Name: Click here to enter text. |
| E-mail: Click here to enter e-mail. |
| (Electronic) Signature: |
| Date: Click here to enter a date. |