|  |  |
| --- | --- |
|  | **ITC Data Sharing Agreement with Vietnam** |

**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 You may find that some information or links are no longer applicable.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.

This data sharing agreement is intended for:

**Vietnam (VN) Waves 1-3**

|  |  |
| --- | --- |
| **Principal Investigator** | **E-mail** |
| Hoang Van Minh | hvm@huph.edu.vn |

**Terms and Conditions**

The sample size for each of the three waves was Wave 1 (n=l,990), Wave 2 (n=2,000), and Wave 3 (n=l,997).

HUPH authorizes the International Tobacco Control Data Repository (ITCDR), operated by the ITC Project Data Management Core (DMC) at UW, to house the ITC VN Survey data, and to manage access to the data by approved researchers according to the data sharing protocol described in the ITCDR Guidelines (http://www.itcproject.org/forms).

HUPH grants the DMC co-ownership of the data including the non-exclusive right to reproduce and/or distribute the ITC VN survey data (Note: the term ITC VN survey data refers to data from all survey waves off the ITC VN Project) to the ITC Principal Investigators in any requested medium. Two years after the date of issuance of cleaned data sets by the DMC, HUPH grants the DMC the non-exclusive right to provide subsets of the data to other approved researchers through the ITC Data Request Application process (http://www.itcproject.org/forms), and under the terms of the ITC External Data Usage Agreement (http://www.itcproject.org/forms).

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

In all matters regarding access, the DMC will clearly identify the HUPH ITC Project Team as co-owners of the ITC VN Survey data, and will not alter the data in any way, other than as allowed by this Agreement. Data from the ITC VN Project cannot be used for business transactions or for profit.

**Communications and Collaborations**

Members of the HUPH ITC VN Project 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). The UW ITC Project Team must be notified in writing of all intentions to use the Data since the agreement will been signed by both sides. Per the ITC Paper List Policy (https://itcproject.org/request-data-form/) all intentions to submit academic papers to peer­ reviewed journals, presentations at scientific conferences or meetings, and reports, including reports presented to the Ministry of Health or other government officials, must be cleared by an ITC designated committee established to oversee the publication of papers. All parties to this Agreement should note that, as part of our collaborative approach, all decisions about publications resulting from the ITC VN 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 VN Project data, but will be exclusive of internal reports and internal non-conference presentations (where the term 'internal' is defined as being either within HUPH ITC Project Team or UW ITC Principal Investigators or addressed only to policy makers or organizations in Vietnam, as deemed appropriate by HUPH ITC Project 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/forms) is available for members of HUPH ITC Project Team to summarize their intentions for dissemination. It is expected that this committee will include key investigators from the ITC VN Project.

After this agreement will been signed, relevant UW ITC team members, as determined during discussion with Professor Geoffrey T. Fong, will be invited to be co-authors on any papers led by a HUPH ITC Project Team member using data from the ITC VN Survey during the term of this Agreement and which received technical support from UW. In reciprocal fashion, relevant HUPH ITC Investigators will be invited to be co­ authors on any papers or presentations led by a UW ITC Team member using ITC VN Survey data. Members of the HUPH ITC Project Team and UW ITC Project Team members 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/forms).](http://www.itcproject.org/forms%29)

A final draft of any scientific paper or presentation using the ITC VN survey data, led by HUPH ITC VN team member or any other ITC researchers, must be submitted at least two months in advance to the HUPH ITC Project team and the Tobacco Control Fund, Vietnam Ministry of Health (ITC Vietnam survey funder) for review. Papers and presentations may be published or presented upon receiving approval from the HUPH ITC Project team and the Tobacco Control Fund, Vietnam Ministry of Health.

The UW ITC Project Team will explore analyses that use ITC VN 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., include data from the ITC VN Project are submitted to conferences or journals, copies will also be submitted to the ITC Project Manager at the UW, so that a complete record can be kept of the research findings for dissemination.

I have read and understand the conditions stated above.

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