

## **Contractual Agreement Regarding the use of the SHP data (including SHP Vaud data and LIVES Cohort data)**

By signing this contract, users will have access to the SHP data waves 1 to 17 (1999-2015), the SHP Vaud data waves 1 and 2, and the LIVES Cohort data wave 1.<sup>1</sup> Authorized users will automatically have access to new waves and versions of the data (including beta versions). Users who no longer want to receive the data are requested to inform us. Note that FORS has the right to unilaterally change the data dissemination rules.

### **Dissemination of the data**

Once the contract is signed, users will receive a username and password allowing them to download the data from our website ([www.swisspanel.ch](http://www.swisspanel.ch)). The following datasets are available:

- the **SHP\_I**<sup>2</sup> data for the years 1999 through 2015 (waves 1 to 17 for households recruited in 1999, including biographical data for 5,560 SHP\_I individuals).
- the **SHP\_II**<sup>3</sup> data for the years 2004 through 2015 (waves 1 to 12 for households recruited in 2004).
- the **SHP\_III**<sup>4</sup> data for the years 2013, 2014 and 2015 (waves 1 to 3 for households recruited in 2013).
- the **SHP interviewer data** for the years 2000, and 2003 to 2015.
- **additional data** such as imputed income data and new variables.
- the **SHP Vaud**<sup>5</sup> data for the years 2013 and 2014 (waves 1 and 2 for households recruited in 2013).
- the **LIVES Cohort**<sup>6</sup> data for the year 2013 (wave 1 for individuals recruited in 2013).

### **Contractual Dispositions regarding SHP, SHP Vaud and LIVES Cohort data**

The following conditions regarding data use and data protection are to be strictly respected by the authorized data users:

- The use of the data for **commercial purposes** is strictly forbidden.
- The data are for the **exclusive use of the person(s) signing the contract**; it is strictly forbidden to make part or all of the data available to a third party. **In a research team, all users have to sign the contract individually.**

<sup>1</sup> By signing the contract, users can also obtain (on request) the additional data described in the document "Getting started with the SHP Data".

<sup>2</sup> SHP\_I denotes the households recruited in 1999.

<sup>3</sup> SHP\_II denotes the households recruited in 2004.

<sup>4</sup> SHP\_III denotes the households recruited in 2013.

<sup>5</sup> SHP Vaud denotes the households of the additional sample for the canton of Vaud recruited in 2013.

<sup>6</sup> LIVES Cohort denotes the individuals of the LIVES additional sample recruited in 2013.

- **Research topics and changes** thereof are to be reported to the SHP team.
- Data users commit themselves to sending a copy of all their conference papers, working papers, final reports, journal articles, books or book sections to the SHP ([swisspanel@fors.unil.ch](mailto:swisspanel@fors.unil.ch)). In agreement with the author, these documents will be made available on the SHP website.
- Users of the data automatically become members of the **research network "Living in Switzerland"**; their contact information, research interests and title of reports and publications are displayed on the SHP website.
- **Publications in paper or electronic format** based on SHP data must carry the following mention:
  - "This study has been realized using the data collected by the Swiss Household Panel (SHP), which is based at the Swiss Centre of Expertise in the Social Sciences FORS. The project is financed by the Swiss National Science Foundation".
- **Publications in paper or electronic format** based on SHP Vaud data must carry the following mention:
  - "This study has been realized using the data collected by the SHP additional Vaud sample (SHP Vaud), which is conducted by the Swiss National Centre of Competence in Research LIVES "Overcoming Vulnerability: Life Course Perspectives (NCCR LIVES), the Swiss Centre of Expertise in the Social Sciences FORS, and the Canton of Vaud. The project is financed by the Canton of Vaud".
- **Publications in paper or electronic format** based on LIVES Cohort data must carry the following mention:
  - "This study has been realized using the data collected by the LIVES Cohort Panel, which is conducted by the Swiss National Centre of Competence in Research LIVES "Overcoming Vulnerability: Life Course Perspectives (NCCR LIVES) and the Swiss Centre of Expertise in the Social Sciences FORS. The project is financed by the Swiss National Science Foundation".
- **Tables and figures of publications** based on SHP data in paper or electronic format must carry the following mention: "Source: Swiss Household Panel (SHP)".
- **Tables and figures of publications** based on SHP Vaud data in paper or electronic format must carry the following mention: "Source: SHP additional Vaud sample (SHP Vaud)".
- **Tables and figures of publications** based on LIVES Cohort data in paper or electronic format must carry the following mention: "Source: LIVES Cohort Panel".
- Data users and collaborators are to comply with the **Swiss Regulations regarding data protection**: in particular, users are to refrain from trying to identify a particular household or person and are strictly prohibited to use information for anything other than scientific research purposes. **Published results** shall not contain any information that allows the identification of households or individuals.

**The Data applicant**

\* = Mandatory form fields in **CAPITALS**.

First Name: *	
Last Name: *	
Institution: *	

Place, Date:

Signature:

\_\_\_\_\_, \_\_\_\_\_

FORS

Lausanne, \_\_\_\_\_

**Additional Contractual Agreement regarding the use of the SHP Vaud data (To be filled out once only).**

**SHP Vaud data users commit themselves in addition to inform the Canton of Vaud at least three weeks before communicating or publishing results based on SHP Vaud data** by sending a copy of the relevant documents (report, paper, article etc.) to the Department of Health and Social Services (centre.CDOC@vd.ch).

I will use the Vaud data and accepts these terms:

Place, Date:

Signature:

\_\_\_\_\_ , \_\_\_\_\_

\_\_\_\_\_

**Data applicant's details (in CAPITALS)**

To be filled out if (1) you are a data user, but do not have a username and password to download the data or if (2) you are signing a data contract for the first time.

Title (Mr, Ms, Dr. Prof., etc)	
First Name, Last Name	
(Main) Institution and Department	
Work Address ZIP-Code and City	
Work Phone	
E-Mail	
Website	
Function/Position	
(Main) Discipline	
Home Address ZIP-Code and City	
Private Phone	
Private E-Mail	
Private Website	

**Research Topic (abstract):**


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**Main Keywords:**


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**Send the contract to:** FORS, Denise Bloch  
 c/o University of Lausanne  
 Bâtiment Géopolis, 5th floor  
 1015 Lausanne  
 Fax: +41 21 692 37 35  
 E-mail: [swisspanel@fors.unil.ch](mailto:swisspanel@fors.unil.ch)

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