DISTRICT SCHOOL BOARD OF NIAGARA
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APPENDIX D (AP 4-06)
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RESEARCH AGREEMENT

In accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and specifically Form 1, as set out in Ontario Regulation 517, as amended.

This agreement is made between:
RESEARCHER(S) NAME, TITLE
and
THE DISTRICT SCHOOL BOARD OF NIAGARA

The researcher has requested access to the following records containing personal information in the custody or control of the institution **{describe the records}**:

_____
_____

The researcher understands and promises to abide by the following terms and conditions:

1. The researcher will give access to personal information in a form in which the individual to whom it relates can be identified only to the following persons **{name the persons}**:

2. Before disclosing personal information to persons mentioned above, the researcher will enter into an agreement with those persons to ensure that they will not disclose it to any other person.

3. The researcher will keep the information in a physically secure location to which access is given only to the researcher and the persons mentioned above.

4. The researcher will destroy all individual identifiers in the information by **{ Insert Date }**.

5. The researcher will not contact any individual to whom personal information relates, directly or indirectly, without the prior written authority of the District School Board of Niagara.

6. The researcher will ensure that no personal information will be used or disclosed in a form in which the individual to whom it relates can be identified without the written authority of the District School Board of Niagara.

7. The research will notify the District School Board of Niagara, in writing, immediately upon becoming aware that any of the conditions set out in this agreement have been breached.

Signed at _____ , this _____th day of _____ **,** 20____.

Signature of Researcher(s):	Signature of Official:
Name of Researcher(s):	Position of Official:
Address:	Address:
Telephone:	Telephone:
Email:	Email:

FOR INFORMATION ONLY