# Annex I to IPCHEM Data Policy V3

## IPCHEM Participation Form

**To be completed by Data Providers or Data Owners for making their data accessible via IPCHEM (the Information Platform for Chemical Monitoring)**

**1. Purpose of this form**

Using this form, the Data Collection Contact Point, representing the Data Owners/Providers/Controllers, shall communicate the conditions under which they agree to make their chemical monitoring data, together with the associated metadata, accessible to the Users of the Information Platform for Chemical Monitoring (IPCHEM).

The Data Contact Point is requested to complete one form per data collection.

Guidelines for the participation in IPCHEM along with explanation of any terms used can be found in the “IPCHEM Data Policy” and other documentation available on the IPCHEM webpage[[1]](#footnote-1).

This form is to be completed by the Data Collection Contact Point and sent by email to the IPCHEM Team at:

JRC-IPCHEM-SUPPORT@ec.europa.eu

**2. General information**

|  |  |
| --- | --- |
| Acronym of the data collection |  |
| Full name of the data collection |  |
| Name of the Data Provider organisation |  |
| Role of data contact point |  Data Controller / Data Owner / Data Provider |
| Name of Contact Point |  |
| Telephone |  |
| E-mail |  |
| Address of Contact Point organisation |  |
| Name of the Data Owner organisation(if different from the Data Provider) |  |
| Address of Data Owner organisation (if different from the Data Provider) |  |
| Name of the Data Controller organisation(if different from the Data Provider) |  |
| Address of Data Controller organisation (if different from the Data Provider) |  |

Together with this Participation Form, please provide a metadata description of your data collection using the metadata template available for download in the IPCHEM Portal[[2]](#footnote-2).

The metadata should be completed by the Data Provider/Owner and sent by email to the IPCHEM team at: JRC-IPCHEM-SUPPORT@ec.europa.eu

**3. Data access conditions**

* 1. **Data access conditions for data in the IPCHEM modules 1, 3 and 4 (Environmental, Food and Feed and Products and Indoor Air monitoring data)**

Data Contact Points are requested to complete the table below in order to indicate the conditions under which their data can be made accessible to IPCHEM Users.

Please select an option (yes/no/not applicable) in the relevant fields.

|  |  |
| --- | --- |
| **Level of data to which users have access** | **IPCHEM User Groups** |
| **1. JRC IPCHEM team** | **2. EU Commission and Agencies** | **3. EU National Bodies** | **4. General Public** |
| a. Metadata | *yes* | *yes* | *yes* | *yes* |
| b. Aggregated data | *yes* | *yes* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* |
| c. Filtered or generalised single measurement data | *yes* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* |
| d. Single measurement data | *yes* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* |

* 1. **Data access conditions for IPCHEM module 2 (Human Biomonitoring data)**

Human Biomonitoring data submitted to the JRC IPCHEM team can be anonymised or pseudonymised.

Aggregated data and anonymised single measurement data can be shared via the IPCHEM portal and can be made available to different user groups and even to the public.

Pseudonymised single measurement data can be shared only via the IPCHEM Share subsystem under additional Data Transfer Agreement and Joint Controllership Agreement. Based on its mandate, the JRC needs to be co-controller in order to host such data and will have access to the data by default. JRC may use such data exclusively for the purpose of scientific research in support of policy making, within the scope agreed in the Joint Controllership Agreement. The controller providing the data is responsible for ensuring that the consent given by the data subject covers the sharing with JRC and if applicable further third parties (as outlined in Article 9 of the IPCHEM data policy).

Data Contact Points are requested to complete the table below in order to indicate the conditions under which their data can be made accessible to IPCHEM Users.

|  |  |
| --- | --- |
| **Level of data to which users have access** | **IPCHEM User Groups** |
| **1. JRC IPCHEM team** | **2. EU Commission and Agencies** | **3. EU National Bodies** | **4. General Public** |
| a. Metadata | *yes* | *yes* | *yes* | *yes* |
| b. Aggregated data | *yes* | *yes* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* |
| c. Anonymised single measurement data | *yes* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* | *yes/no/not applicable (select an option)* |
| d. Pseudonymised single measurement data | *yes (joint controller)* | *Only under specific data transfer agreements* | *Only under specific data transfer agreements* | *no* |

* 1. **Additional licensing conditions**

For any data set, Data Contact Points have the possibility to ask that additional licensing conditions apply to their data, provided that such conditions do not conflict with the Open Data Principles, as they are defined in the Data Policy available [here](https://ipchem.jrc.ec.europa.eu/documents/IPCHEM_DataPolicy_V3.pdf). In such case, the licensing conditions or a reference thereto will be displayed in the metadata section of the relevant datasets.

|  |
| --- |
| **Licensing conditions (if applicable):** |

*Please select an option:*

|  |  |  |
| --- | --- | --- |
| Yes | No | If yes, please specify by reference to a standard open licence e.g. Creative Commons or provide text:  |

In case of aggregated data, please specify if data are provided as:

[ ]  *A. Spatially aggregated* (the summary statistics represent aggregation of measurements at Country level, NUTS 1,2,3 Level, City level etc.)

 Please provide details: ………………………………………………………………………………………………………….

[ ]  *B. Temporally aggregated* (the summary statistics represent measurements of a sampling aggregated by months, years, etc.)

 Please provide details: ………………………………………………………………………………………………………….

[ ]  *C. Spatially/temporally aggregated* (the combination of a and b)

Please provide details: ………………………………………………………………………………………………………….

[ ]  *D. Semantically aggregated* (the summary statistics refer to groups of class of targeted population (humans/biota)

Please provide details: ………………………………………………………………………………………………………….

In case of filtered or generalised single measurement data, please specify if data are provided as:

[ ]  *D. Filtered* (by removing the attributes that directly or indirectly violate the privacy, such as specific address information, precise spatial coordinates, the identity of the target population, etc.)

Please provide details: ………………………………………………………………………………………………………….

[ ]  *E. Generalised* (by the replacement of the specific location of the samplings with coordinates representing a symbolic place, such as the centroid of the town centre, or by removing the number of digits indicating longitude and latitude coordinates)

Please provide details: ………………………………………………………………………………………………………….

Signing this form the Data Owner/Data Provider agrees to make their data collection(s) accessible through the IPCHEM platform and accepts the [IPCHEM Data Policy](https://ipchem.jrc.ec.europa.eu/documents/IPCHEM_DataPolicy_V3.pdf).

[ ]  If the Data Provider is different from the Data Owner, the Data Provider confirms that he/she is entitled to agree to this document concerning the data collection of the Data Owner.

[ ]  The data owner/data provider agrees to make the metadata and thus also his/her name and contact details publicly available.

Date ……………

Place……………

Signature of the[ ]  Data Owner/[ ] Data Provider / [ ] Data Controller …………………………………………………………….

Name and first name of signatory: ………………………………………………………………

Title/function of signatory: …………………………………………………………………………………………….

1. <https://ipchem.jrc.ec.europa.eu/#bepart> [↑](#footnote-ref-1)
2. <https://ipchem.jrc.ec.europa.eu/documents/Metadata_template.xlsx> [↑](#footnote-ref-2)