**China National Genebank Database（CNGBdb）**

**Controlled Data Application Form**

About this application form:

1. This Controlled Data Application Form (“application form”) must be completed by the Data Applicant (refers to the users who apply for access to Controlled Data) (“YOU”) prior to being granted access to China National GeneBank Database (CNGBdb) Controlled Data. The content includes the Applicant’s contact information, affiliation information, and project information, etc.
2. This application form will be transferred to the Data Submitter (refers to the users who submitted data to CNGBdb) by CNGBdb. Therefore, please make sure this application form is signed by the Data Applicant and the authorized Institutional Representative with which the Data Applicant are affiliated. The application form can be sent by e-mail to this address: datasubs@cngb.org.
3. **Contact Information**
	1. **Name of Data Applicant (principal investigator, PI), including affiliation and contact details**

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|  **N/A**  **Dr.**  **Miss**  **Mr.**  **Mrs.**  **Ms.**  **Prof.****Name of Principal investigator (PI)**: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Institutional E-mail Address (or Personal E-mail Address if no Institutional E-mail Address): ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Institutional Telephone Number/Cellphone number: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Complete Address: ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Primary Affiliation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Any foreign parties involved\*: YES NO**Note: Foreign Parties refer to foreign organizations, individuals, and entities established or actually controlled by them (foreign organizations or individuals).**Name of the Authorized Institutional representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Institutional E-mail Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Note：*** + 1. **The principal investigator must hold a permanent post or fixed term contract. It can be a Lab Manager and above.**
		2. **The User and the User Institution(s) will notify the CNGBdb (datasubs@cngb.org) prior to any changes to the contact information of PI or contact person. Otherwise, CNGBdb will not be responsible for any consequences caused by incorrect contact information or not updating in time.**
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1. **Project Information**
	1. **Project title**

Lay title of your research project

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* 1. **Data requirement**

Lay information of applied Controlled Data

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| CNSA Project ID, Data set, Data path, etc.:Statement of needs: |

* 1. **Lay summary of the project**

Please provide a clear description of the project and its specific aims in no more than 1000 words, including research purpose, plan, cycle, etc.

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* 1. **Lay data utilization plan (Research Project)**

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| 1. Please include 1-2 sentences that clearly explain how the CNGBdb Controlled Data will be used in your Research Project, including data analyses, outcomes, bibliographic references, etc.
2. Please provide a cloud-compute based data storage plan and cloud service providers if you may use any cloud computing services.
3. Please include 1-2 sentence that explain how to manage the Controlled Data after your Research Project has finished.
4. You agree to submit the output data to China National GeneBank Database (CNGBdb).

□ YES □ NO |

* 1. **Lay Background of Primary Investigator/Institution**

Please provide a clear description of the institution, include 2-3 sentences that clearly explain how the primary investigator and the institution can manage the research project.

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* 1. **External Collaborators** **and funders**

Include the names of all investigators, collaborators, legal representative and research staff (including post-docs) who will have access to the CNGBdb Controlled Data in order to work on the project.

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| Please confirm whether the collaborators or funders are foreign entities?**Note: Foreign Entities refer to foreign organizations, individuals, and entities established or actually controlled by them (foreign organizations or individuals)**  YES   NO |

* 1. **Ethics**

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| 1. You represent and warrant that Your country/region does/does not require Your Research Project to undergo ethics review.

□ DOES □ DOES NOT 1. Your country/region requires Your Research Project to undergo ethics review, and therefore, this Research Project has been approved by an IRB/REC formally designated to approve and/or monitor research involving humans/animals.

□ YES (If YES, please provide with the approval letter(s).) □ NO |

**In signing this application form,**

* 1. The Data Applicant (“YOU”) promises that you have carefully read and agree to abide by the terms and conditions outlined in CNGBdb policies and guidelines (including but not limited to **"Terms and Conditions"**, **"Privacy and Security Policy"**, **"Data Access Guide"**, **"User Instructions"** and **"Sample and Data Sharing Principle"**). CNGBdb may revise the above policies and guidelines from time to time, and by continuing to access or use the services of CNGBdb after those changes become effective, you agreed to be bounded by the revised CNGBdb policies and guidelines.
	2. You promise that all information (including but not limited to the given information) involved in this Controlled Data application and any documents/materials sent to CNGBdb have been strictly reviewed to ensure their authenticity and accuracy.
	3. If your Controlled Data application(s) is(are) approved by the Data Submitter and he/she agree to provide the submitted data to you via CNGBdb, you and your institution(s) MUST agree that,
	4. You, your institution(s), and all your collaborators will strictly utilize the CNGBdb Controlled Data for the project listed in Section B “Project title”, Section D “Lay summary of the project” and Section E “Lay data utilization plan (Research Project)” of this application form.
	5. You and your institution(s) will not transfer or disclose the CNGBdb Controlled Data, in whole or part, or any material derived from it, to anyone or any project not listed in section I “Contact Information” or section II “Project Information” of this application form, except as necessary for data safety monitoring, national audits or as otherwise required by law.
	6. Should You, your institution(s), and all your collaborators wish to utilize the Controlled Data for the project not listed in Section II “Project Information” of this application form, You MUST complete a separate Controlled Data Application Form for access to the Controlled Data.
	7. If the actual situation of the project does not match the description in Section II “Project Information”, a written explanation should be sent to CNGBdb [email: datasubs@cngb.org].
	8. All the activities that You, your institution(s), and all your collaborators have carried out or will carry out in response to the applied Controlled Data are in accordance with the relevant laws, regulations, biosafety and bioethics principles of China and other relevant countries/regions.
	9. For those applied Controlled Data involving the Chinese human genetic resources, You, your institution(s), and all your collaborators MUST promise that all the activities that you have carried out or will carry out in response to the applied data comply with the relevant Administrative regulations on Chinese Human Genetic Resources (including but not limited to “The Regulation of the People's Republic of China on the Administration of Human Genetic Resources”).
	10. For those applications involving the external provision of Chinese human genetic resources, if CNGBdb receives notification from the Data Submitter or finds from other sources that the record-filing for external provision of Chinese human genetic information has been terminated by China's Ministry of Science and Technology, CNGBdb has the right to immediate termination and suspension of your access.

***The Principal Investigator (Data Applicant) and the Authorized Institutional Representative have carefully read, and fully understood and agreed the above commitments by signing this "Controlled Data Application Form". In case of violation of the above commitments, laws, and regulations regarding the data, I agree to bear the losses caused to the relevant parties. At the same time, CNGBdb has the right to take actions according to the situation, including but not limited to immediate termination and suspension of service Or deletion of relevant data and information.***

Sign (Principal Investigator)：

Data (dd-mm-yyyy)：

Sign (Authorized Institutional Representative):

Data (dd-mm-yyyy)：