|  |
| --- |
| Instructions |

**Complete this form to apply for access to BLADE and/or MADIP microdata (unit record data) via the ABS DataLab for your project.**

* Email [data.services@abs.gov.au](mailto:data.services@abs.gov.au) for help with your project proposal.
* The ABS will assess your completed project proposal and contact you if we have any questions.
* The ABS uses the internationally recognised [Five Safes Framework](https://www.abs.gov.au/ausstats/abs@.nsf/Latestproducts/1160.0Main%20Features4Aug%202017?opendocument&tabname=Summary&prodno=1160.0&issue=Aug%202017&num=&view=) for managing the safe release of microdata. The information provided in this form contributes to this risk assessment. The Five Safes are the basis of the Data Sharing Principles published by the Office of the National Data Commissioner in 2019 to guide safe sharing of Commonwealth data.
* All access to microdata must be consistent with the requirements of the data custodian and ABS’s legislative framework, including the [*Census and Statistics Act 1905*](https://www.legislation.gov.au/Details/C2016C01005) and other conditions around use of the data.
* Where DSS data access is requested, the project must be consistent with the requirements of DSS legislative framework, including:
* Social Security (Administration) Act 1999
* New Tax System (Family Assistance) Administration Act 1999
* Student Assistance Act 1973
* Paid Parental Leave Act 2010
* Final project approval rests with the relevant data custodians and the ABS.
* Amendments to your completed project proposal (e.g. if there is new data or researchers) must be made on this form in tracked changes, and then recorded in the ‘Document history’ table. Amendments must be [sent to](mailto:data.services@abs.gov.au) the ABS by (or with the written approval) of the Project Lead.
* [Charges](https://www.abs.gov.au/websitedbs/D3310114.nsf/home/Microdata+prices) may apply – see [DataLab prices](https://www.abs.gov.au/statistics/microdata-tablebuilder/datalab#cost)on the ABS website.

**Consider the following important issues when preparing your project proposal:**

|  |  |
| --- | --- |
| **Statistical and/or research purpose** | The project purpose must be for bona fide research or statistical purposes. That is, project must not be used for compliance purposes, or for any purpose associated with identifying an individual or a business. |
| **Public interest value** | The proposed research must be in the public interest and benefit. |
| **Confidentiality** | Research analysis and outputs must not identify an individual person or business. |
| **Data requirements** | Researchers must clearly specify the datasets and reference period they require for their project. Each dataset requested must be relevant to the project purpose. Other data options including aggregated datasets must have been ruled out as viable for the research purpose, and justification provided for the use of detailed microdata. |
| **Available data must be suitable for the project** | Data must be suitable and available for your research purpose. The data must be of sufficient quality for analysis, and the populations of interest / geographic granularity must be high enough, that there is a low risk of identification of individual people or businesses. |
| **Responsible Office Undertaking in place** | Researchers must be working for a reputable Australian-based organisation willing to agree to a Responsible Officer Undertaking. |
| **Ability of the research team** | Researchers must have the ability to use at least one of the statistical analytical languages available in the DataLab, and least three years of either quantitative research / analysis experience or university study with a significant component working with quantitative data. If a researcher does not have this level of experience, they may still apply for access if they are referred by an experienced member of their project team. |
| **DataLab onboarding** | Researchers must complete DataLab onboarding prior to accessing data in DataLab. This can be undertaken while your proposal is being reviewed. To enrol, see [DataLab safe researcher training](https://www.abs.gov.au/ausstats/abs@.nsf/Latestproducts/1406.0.55.007Main%20Features10User%20Guide?opendocument&tabname=Summary&prodno=1406.0.55.007&issue=User%20Guide&num=&view=). |
| Email your completed project proposal in Microsoft Word format to: [data.services@abs.gov.au](mailto:data.services@abs.gov.au) | |

**Considerations that may affect access**

|  |
| --- |
| **You should check with us first if:** |
| Your research is for commercial gain |
| The population or geographic granularity you are interested in has low numbers |
| One or more of your researchers is not based in Australia |
| You think that you may not meet the statistical capability requirements, and cannot get a referral by an experienced member working on the same project as you |

|  |
| --- |
| **Access will not be approved if:** |
| Your research is about named people or named businesses |
| You do not have the support of the organisation you work in |

|  |
| --- |
| Document history |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date of change** | **Description of change**  e.g. New data/researchers added | **Editor** | **Organisation** |
|  | Proposal prepared |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| 1. **Project details** | |
| Project title  (50 character limit) |  |
| Lead organisation  (Include Section and Branch within organisation) |  |
| Partner organisations  If applicable, list organisations that may reasonably *require access* to data whether for analysis or discussion  (Include Section and Branch within organisation) |  |
| Additional stakeholders  If applicable, list stakeholders that *do not require* access to unvetted microdata |  |
| Data access required | MADIP  BLADE |
| Sponsor government organisation  Required for users seeking to access BLADE or MADIP custom data who are not government employees/contractors, academics, or employed by a public policy research institute |  |

|  |  |
| --- | --- |
| 1. **Project timeframes** | |
| Preferred start date for access to the microdata |  |
| Estimated end date for access to the microdata |  |
| Planned delivery date(s) for anticipated outputs from your proposed project |  |
| Outline any dependencies or important dates that may affect your project proposal |  |

|  |
| --- |
| 1. **High level project summary**   Write a **short paragraph** summarising your proposed project. Include the purpose of the project and the anticipated outcomes.  **Note**: this summary will be made available on the project register on the ABS website  [MADIP project register](https://www.abs.gov.au/websitedbs/D3310114.nsf/home/Statistical+Data+Integration+-+MADIP+Research+Projects)  [BLADE project register](https://www.abs.gov.au/websitedbs/D3310114.nsf/home/Statistical+Data+Integration+-+BLADE+Research+Projects)  (75 word limit) |
|  |

|  |
| --- |
| 1. **Research objective and data required** |
| **4.1 Project objectives**  Elaborate on your project summary, including:   * The specific research question/s to be investigated * How the project purpose is research and/or statistical in nature * How the research will provide public benefit |
|  |
| **4.2 Requirement for integrated data** Show that consideration has been given to using aggregate, basic microdata and/or publicly available data for this research, and justify the need for integrated microdata. |
|  |
| **4.3 Research Methodology**  Full Data Specifications are requested in Section 11. To help us evaluate the feasibility of this project, describe the research methodology and design, including:   * Key variables of interest * Cohort for analysis * Size of the population/s * Geographic area/s of interest * Statistical methods you plan to use |
|  |

|  |  |
| --- | --- |
| 1. **Sensitive Information** | |
| Indicate if this project is requesting any types of information considered ‘sensitive’ as outlined in the [*Privacy Act 1998*](https://www.legislation.gov.au/Details/C2014C00076). This includes information or opinion (per the [Australian Privacy Principles](https://www.oaic.gov.au/privacy/australian-privacy-principles-guidelines/chapter-b-key-concepts/#sensitive-information)) about the following. | |
| Racial or ethnic origin  Political opinions or associations  Religious or philosophical beliefs  Professional or trade union membership/associations  Sexual orientation or practices  Criminal record  Health or genetic information  Some aspects of biometric information | Indicate why the selected information is required: |

|  |  |
| --- | --- |
| 1. **Aboriginal and Torres Strait Islander data** | |
| MADIP contains information about Aboriginal and Torres Strait Islander status. | |
| Is information about Aboriginal and Torres Strait Islander status being sought for the purpose of this research project?  Yes – Derived information  Yes – Data items from source dataset/s  No | If yes, describe how this data is intended to be used: |

|  |  |
| --- | --- |
| 1. **Ethics**   Has this research proposal been submitted to an ethics committee? **Note:** Data custodians may request ethics approval or consideration as part of their approval requirements | |
| YES / NO |  |
| If YES, provide details (E.g. approved/ rejected/currently under review, date of approval) |  |
| IF NO, outline if you have undertaken ethics consideration for this project |  |

|  |
| --- |
| 1. **Consultation** |
| Indicate whether you have undertaken consultation with any relevant organisations or representative groups to seek community views on the proposed project. Include any planned ongoing involvements of these groups throughout the life of the project. |
|  |

|  |  |
| --- | --- |
| 1. **Grant review**   Has this research proposal been submitted to a grant review panel? If yes, state whether it has been approved/rejected/currently under review. | |
| YES / NO |  |
| If YES, provide details (date of approval) |  |

|  |  |
| --- | --- |
| 1. **Accessing microdata outside DataLab**   Do you require access to an ABS secure location for integrated microdata, outside of DataLab? If yes, include details | |
| YES / NO |  |

|  |
| --- |
| 1. **Data specifications**   Select the data you need to answer your research question(s). ABS will be in contact to discuss your data specifications and timing requirements in more detail following submission of this proposal.  **Note:**   * This information is used when seeking data custodian approval for the project (where applicable). * Changes to data specifications after a project is approved may require additional data custodian approvals and delay access. * Each dataset requested must be relevant to the project purpose. Ensure the ‘Data required’ section above clearly describes how the project purpose relates to each dataset requested below. * Standard products are available now for safe researchers on approved projects. If your project needs cannot be met using standard detailed microdata, you can request custom data integration services. Custom extracts are built based on project needs, available only to limited users and will be cost recovered. |
| **11.1 MADIP Data**  **How to complete this section**  Step 1: Consider your project team and that MADIP microdata are available to these types of users:   * government researchers * government contractors and individuals sponsored by government * academics * researchers from public policy research institutes   Step 2: Specify your MADIP microdata requirements from the options below  Step 3: Justify your requirement for selected datasets |
| **11.1.1 MADIP Modular Product**  The MADIP Modular Product (MMP) has been expanded. All data in the enduring MADIP asset is now available to request through the MADIP Modular Product. Note that the previous 2011-2019 MMP, which only included a subset of MADIP data, has been retired.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Dataset** | | **Reference Period** | | | | | **Custodian** | | Combined Demographics  Demographic information derived from:  ATO Client Register (2006-current)  DOMINO Centrelink Administrative Data (2006-current)  Medicare Consumer Directory (2006 – current)  Death Registrations (2007- current)  Census 2011 **or** Census 2016 | | **Combined data from 2006-current, updated annually.**  *Select all required from the following modules:*  **Combined Demographics**  **Combined Indigenous Status**  *AND Select one of the following:*  **2011 Census version**  **2016 Census version** | | | | | ABS  ATO  DSS  Services Australia | | Combined Locations  Location information derived from:  ATO Client Register (2006-current)  DOMINO Centrelink Administrative Data (2006-current)  Medicare Consumer Directory (2006-current) | | **Combined data from 2006-current, updated annually.**  **Combined Locations** | | | | | ATO  DSS  Services Australia | | **Justification for use:**  If you have selected any of the above **Combined** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Australian Bureau of Statistics (ABS)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | **BLADE Core (Select one level only)**  ABN Level  ABS Economic Units Model Level  *Refer to latest BLADE Data Item List for currently available variables/years* | | Refer to section 11.3, “BLADE Core” for specifications  *Note: only BLADE Core is currently available linked to MADIP. If you require additional BLADE data this can be requested in section 11.2, but will not be linked with MADIP.* | | | | | | | Census of Population and Housing | | **2011**  **2016**  **ACLD 2011-2016 5% sample**  *Select one Census reference period only* | | | | | | | Death Registrations | | **2007**   **2008**   **2009**  **2010**  **2011**   **2012**   **2013**  **2014**  **2015**   **2016**   **2017**  **2018**  **2019**   **2020\*** *when available*  **Future reference periods** *As available over life of project* | | | | | | | National Health Survey | | **2014-15**  **2017-18** | | | | | | | Survey of Disability, Ageing and Carers | | **2018** | | | | | | | **Justification for use:**  If you have selected any of the above **ABS** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Australian Taxation Office (ATO)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | ATO Client Register | | **2006 – current** | | | | | | | Income Tax Return | | **2010-11**  **2011-12**  **2012-13**  **2013-14**  **2014-15**  **2015-16**  **2016-17**  **2017-18**   **2018-19**  **2019-20**  **Future reference periods** *As available over life of project* | | | | | | | Payment Summary | | **2010-11**  **2011-12**  **2012-13**  **2013-14**  **2014-15**  **2015-16**  **2016-17**  **2017-18**   **2018-19**  **2019-20**  **Future reference periods** *As available over life of project* | | | | | | | **Justification for use:**  If you have selected any of the above **ATO** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Department of Education, Skills and Employment (DESE)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Apprentice and Trainee | | **2006 – current** | | | | | | | Australian Early Development Census | | **2009**   **2012**  **2015**  **2018** | | | | | | | Higher Education | | **2005 – current** | | | | | | | **Justification for use:**  If you have selected any of the above **DESE** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Department of Social Services (DSS)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Data Exchange | | **2015 - 2020** | | | | | | | DOMINO Centrelink Administrative Data  Custom DOMINO data request form:    *Double-click to open. Edit, ‘save-as’, and include as an additional attachment.* | | **Data from 2006-current, updated annually.**  *Select all required from the following modules:*  **Older Students**  **Working Age**  **Families & Children**  **Disability & Carers**  **Retirement & Widows**  **Additional custom requirements**  *For custom requirements, complete custom DOMINO data request form*  *Ongoing updates will require re-approval from the data custodian after 2 years, by <insert date here>*  **Sensitive demographics**  *Select the following if required*  **Indigenous Status** | | | | | | | **Justification for use:**  If you have selected any of the above **DSS** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis.  NOTE: If your proposal includes DOMINO Centrelink Administrative Data, DSS requires further justification. Outline relevance of this research to the Department of Social Services (DSS) in order to satisfy DSS’ legislative requirements. Note: MADIP Combined Locations and Combined Demographics datasets include DOMINO Centrelink Administrative Data.  Include:   * Your intended use of DOMINO Centrelink Administrative Data and how this will inform your analysis * How the intended outcomes from your research are relevant to DSS. See here for matters of relevance [www.dss.gov.au/our-responsibilities](http://www.dss.gov.au/our-responsibilities) and for further reference refer to the DSS Annual Report <https://www.dss.gov.au/about-the-department/publications-articles/corporate-publications/annual-reports> | | | | | | | | | **Department of Health** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Australian Immunisation Register | | **2010 – current**  *Currently updated weekly in light of COVID-19 vaccine rollout. Expected change to quarterly updates in future* | | | | | | | Medicare Benefits Schedule | | **2011**   **2012**  **2013**  **2014**  **2015**   **2016**  **2017**  **2018**  **2019**   **2020**   **2021**  **Future reference periods** *As available over life of project*  *Select one of the following:*  **Full scope claims level data**  **Custom scope** *See MADIP data item list and discuss custom scope requirements with ABS project lead* | | | | | | | Pharmaceutical Benefits Scheme | | **2011**   **2012**  **2013**  **2014**  **2015**   **2016**  **2017**  **2018**  **2019**   **2020**   **2021**  **Future reference periods** *As available over life of project*  *Select one of the following:*  **Full scope claims level data**  **Custom scope** *See MADIP data item list and discuss custom scope requirements with ABS project lead* | | | | | | | **Justification for use:**  If you have selected any of the above **Health** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Department of Home Affairs** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Migrant | | **Data from 2000-current, updated annually.**  *Select all required from the following modules:*  **Demographics**  **Travellers**  **Visa**  **Permanent Migrants**  **Adult Migrant English Program, 2003-2019** | | | | | | | **Justification for use:**  If you have selected the above **Home Affairs** dataset, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **National Centre for Vocational Education Research (NCVER)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Total VET Activity | | **2015**   **2016**  **2017**  **2018**  **2019**   **2020\*** *when available*  **Sensitive demographics**  *Select from the following if required*  **Indigenous Status**  **Disability Status**  **Country of Birth**  **Language Spoken** | | | | | | | **Justification for use:**  If you have selected the above **NCVER** dataset, provide a brief justification in this box for your intended use of the data and how this will inform your analysis.  Include:   * How the required data will inform your research objectives * If your project requires any of the sensitive data items (in checkboxes above), how these will inform your research objectives | | | | | | | | | **National Disability Insurance Agency (NDIA)** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | National Disability Insurance Scheme | | **2013** – **2021**  *Select one or both of the following:*  **Participant data**  **Provider data** | | | | | | | **Justification for use:**  If you have selected the above **NDIA** dataset, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **Services Australia** | | | | | | | | | **Dataset** | | **Reference Period** | | | | | | | Centralised Register of Medical Practitioners | | **2011 - 2016** | | | | | | | Medicare Consumer Directory | | **2006 – current**  *Updated annually for the period ending 30 June. Access is pre-approved for new reference periods as they become available over the life of the project.* | | | | | | | **Justification for use:**  If you have selected any of the above **Services Australia** datasets, provide a brief justification in this box for your intended use of the data and how this will inform your analysis. | | | | | | | | | **11.1.2 Other MADIP Data Requirements** | | | | | | | | | **New MADIP Linkage -** Does your project require the linking of any **new** data to MADIP? | | | | | | | | | **YES  NO | | | | | | | | | Dataset proposed for new linkage: | *e.g. Dataset 1* | | | *e.g. Dataset 2* | | *e.g. Dataset 3* | | | Reference periods: |  | | |  | |  | | | Does the dataset include a unique identifier that can be used to link to MADIP?  *An ID that is on a dataset already in MADIP, e.g. scrambled Medicare PIN, scrambled Tax File Number* | Yes – specify:  No – dataset to be linked using information on name, address, date of birth, and gender. | | | Yes – specify:  No – dataset to be linked using information on name, address, date of birth, and gender. | | Yes – specify:  No – dataset to be linked using information on name, address, date of birth, and gender. | | | Custodian(s) of the proposed dataset: |  | | |  | |  | | | Has data supply been negotiated? (outline progress) |  | | |  | |  | | | **If you want to request additional data during the lifespan of the project, contact** [data.services@abs.gov.au](mailto:data.services@abs.gov.au)**.** | | | | | | | | | **Re-use of previous linkage –** Is your project requesting to re-use data that has been previously linked for another project but is not currently included in the MADIP Modular Product? | | | | | | | | | **YES  NO | | | | | | | | | Dataset proposed for reuse: | *e.g. Dataset 1* | | *e.g. Dataset 2* | | *e.g. Dataset 3* | | | | Reference periods: |  | |  | |  | | | | Custodian(s) of the proposed dataset: |  | |  | |  | | | | **Other data requirements (specify)**  Includes access to other [ABS microdata products,](https://www.abs.gov.au/statistics/microdata-tablebuilder/available-microdata-tablebuilder) and requests to load other un-linked data (including aggregate data) to your DataLab project |  | | | | | | | |

|  |
| --- |
| **11.2 BLADE Data (based on the 2019-20 ABS Business Register Frame)**  **How to complete this section**  Step 1: Consider your project team and that BLADE microdata are available to these types of users:   * government researchers * government contractors and individuals sponsored by government * academics * researchers from public policy research institutes   Step 2: Specify your BLADE microdata requirements from the options below  Step 3: Justify your requirement for selected datasets where applicable  **Note:** if the BLADE Core is selected in 11.1 MADIP Modular Product, the BLADE data below will be available in a separate project folder. |
| |  |  | | --- | --- | | **BLADE Core (Select one level only)**  ABN Level  ABS Economic Units Model Level  *Refer to latest BLADE Data Item List for currently available variables/years* | * Indicative data items (e.g. State, ANZIC) * Business Activity Statement (BAS) * Pay As You Go (PAYG) * Business Income Tax (BIT) * Business Locations * ASIC Business Insolvency * Intellectual Property Longitudinal Research Data (IPLORD)- trimmed | | **BLADE Standard Module**  *Refer to latest BLADE Data Item List for currently available variables/years* | * ABS Business Characteristics Survey (BCS) * ABS Business Characteristics Survey: Management Capabilities Module (MCM) * ABS Business Expenditure on Research and Development (BERD) * ABS Private Non-Profit Expenditure on Research and Development (PNPRD) * ABS Research and Experimental Development, Government (GOVRD) * ABS Economic Activity Survey (EAS) * ABS Survey: Employee, Earnings & Hours (EEH) * ABS Survey of Business Conditions and Sentiments * ABS Energy Water and Environment Survey (EWES) * ABS Capital Expenditure Survey * Intellectual Property Longitudinal Research Data (IPLORD) | | **Merchandise Exports Data** | Reference period/s included:   * From 2003-04 (new data added every six months) | | **Merchandise Imports Data** | Reference period/s included:   * From 2003-04 (new data added every six months) | | **Justification for use:**  If you have selected either the above **Merchandise Exports** or **Merchandise Imports** datasets, provide a justification for your intended use of the data and how this will inform your analysis.  Include:   * How the Merchandise Exports and/or Imports data is intended to be used in the project (Noting that it cannot be used for compliance purposes, or for any purpose associated with identifying an individual or business). * A summary of how the project purpose is research and/or statistical in nature; relates to the requested Merchandise Exports and/or Imports data and will provide public benefit. * The intended statistical method you plan to use. * Anticipated outputs in the use of this data, including information on the granularity (e.g. specific sub-populations, expected cross-classifications etc.) of your results. * Questions relating to Summary Statistics * If you intend to produce and release summary statistics directly from the Merchandise Trade BLADE data, be very specific regarding the nature of these aggregations. * In particular, are you intending to produce the sum of Import or Exports value for any classifications? If so, which classifications are intended to be used as part of this summation (e.g. industry, commodity, state, country)? | |  |  |  |  |  | | --- | --- | --- | --- | | **New BLADE Linkage -** Does your project require linking of any **new** data to BLADE? | | | | | **YES  NO | | | | | Dataset proposed for new linkage: | *e.g. Dataset 1* | *e.g. Dataset 2* | *e.g. Dataset 3* | | Reference periods: |  |  |  | | Custodian(s) of the proposed dataset: |  |  |  | | Has data supply been negotiated? (outline progress) |  |  |  | | **If you want new reference periods when they become available or additional data during the lifespan of the project, contact** [data.services@abs.gov.au](mailto:data.services@abs.gov.au) | | | | | **Other data requirements (specify)**  Includes access to other [ABS microdata products,](https://www.abs.gov.au/statistics/microdata-tablebuilder/available-microdata-tablebuilder) and requests to load other un-linked data (including aggregate data) to your DataLab project |  | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Project team member(s) to access data in the DataLab**   Provide details of all the DataLab users who will work directly with microdata in DataLab for this project. These users are required to undergo safe researcher training and DataLab onboarding requirements.  List organisations that may reasonably require access to data over the course of the project.  Statistical software  To use the DataLab you need quantitative research skills and the ability to query large datasets based on their parameters of interest. The following statistical software is available in DataLab. Indicate which package/s each researcher in your team will require.  \* Default packages within the DataLab include: R, R Studio, Python, Anaconda Navigator, Ultra edit. SAS Enterprise Guide will incur an additional cost. Stata MP may incur an additional cost.  Virtual machines  ^ Standard virtual machines are generally sufficient in capacity for the majority of DataLab projects. For each researcher, indicate if an ‘Above large virtual machine’ will be required. If you are unsure, indicate ‘unsure’ in the column below and an ABS member of staff will contact you.  Student access (only applicable for univerisites, otherwise disregard)  #If relevant, indicate whether the researcher is a Higher Degree Research (HDR) student (e.g. “Analyst, HDR student”)  How to Add/Remove Project researchers  The Project lead can request the addition or removal of project researchers by updating the project proposal and emailing [data.services@abs.gov.au](mailto:data.services@abs.gov.au). Please note charges may apply. | | | | | | | |
| Name | Organisation | Role  (Project lead/  Analyst#) | Phone | Email | Required software\*  (Default only, SAS, Stata MP) | Virtual machine requirements^  (Standard, Above large, Unsure) | ABS Registration Centre  User ID  (Each DataLab user must [Register](https://registrationcentre.abs.gov.au/registration/register.jsp#OUTSIDE_PROC)) |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Project team member(s) to discuss but not access unvetted data**   Provide details of all the researchers who will discuss unvetted data prior to its release from the DataLab. These researchers will not require access to the DataLab via a unique login account. These researchers are required to undergo safe researcher training and DataLab onboarding requirements.  List organisations that may reasonably need to be discussants over the course of the project. | | | | | |
| Name | Organisation | Role  (Project lead/ discussant) | Phone | Email | ABS Registration Centre  User ID  (Each DataLab users must [Register](https://registrationcentre.abs.gov.au/registration/register.jsp#OUTSIDE_PROC)) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Anticipated** **outputs and dissemination methods**  * Researchers must comply with rules of microdata access and release set out in the [Responsible Use of ABS Microdata User Guide](http://www.abs.gov.au/ausstats/abs@.nsf/mf/1406.0.55.003) as explained in the DataLab onboarding. * Researchers must provide two weeks written notice to the ABS (email [data.services@abs.gov.au](mailto:data.services@abs.gov.au)) of any pending publication of work from this project, including presentations at academic conferences. A citation of your work will be added to the short online description of your project once your work is published. * The ABS encourages researchers to share their research findings (which have been cleared for confidentiality by the ABS) and make the results publicly available. | | | |
| **14.1 Outputs**   * Outline anticipated outputs of your proposed project. For example, derived aggregate data items (such as geospatial aggregates), aggregated tables, indexes, new methodology, regressions. * Elaborate on the granularity of your results (e.g. the level of geography and sub-populations). Note**:** Unit record data cannot be output from DataLab. | | | |
|  | | | |
| **14.2 Dissemination methods**  Outline how the results of your research will be disseminated. For example, in-house report, published report or information paper, journal article, and/or presentation (at conferences or other fora). | | | |
|  | | | |
| **14.3 Acknowledgement of two week notice of publication period**  Write the full name of the lead researcher to acknowledge you understand the above stated requirement that: you must provide two weeks written notice to the ABS (email [data.services@abs.gov.au](mailto:data.services@abs.gov.au)) of any pending publication of work from this project, including presentations at academic conferences. | | | |
| **Lead researcher** |  | **Date acknowledged (DD/MM/YYYY)** |  |

|  |  |
| --- | --- |
| 1. **Project storage**   Standard DataLab access includes up to 1TB of project storage. Additional charges apply for storage above 1 TB. If you are unsure, include this below and the ABS will contact you.  Does this project require project storage above 1TB? | |
| YES / NO / unsure |  |
| If YES, how many additional TBs of storage? |  |

|  |
| --- |
| 1. **Authenticate access to DataLab**   DataLab is enabled by cloud infrastructure, which may be blocked by some organisations’ firewall settings.  ABS cannot make changes to external organisations' infrastructure. Project Leads need to supply the information below to each organisation participating on this project.  Network/IT Security sections in each organisation need to review and make changes to authenticate access. This only needs to be done once per organisation.  There are **4 steps** which need to be applied to each organisation’s security settings **before the project start date** to enable access to DataLab.  Contact [microdata.access@abs.gov.au](mailto:microdata.access@abs.gov.au?subject=Firewall%20assistance%20required) for further assistance. |
| 1. **Enable authentication to the tenant**   Users need to authenticate to one of ABS' Azure Active tenants, which may be strictly controlled by government agencies and academic workplaces. Authentication must be enabled to the tenant.   * mydata.abs.gov.au, or * absmydata.onmicrosoft.com  1. **Allow user access to URLs**   Users will need to access the following URLs:   * DataLab production portal: datalab.abs.gov.au and gw.datalab.abs.gov.au * Citrix portal: absdatalab.cloud.com  1. **2020 version of Citrix Workspace client installed**   The originating client machine must have a recent version of the Citrix Workspace client installed. Some older clients have worked but we cannot guarantee that will continue. Here is a link to the Citrix Workspace download page: <https://www.citrix.com/en-au/downloads/workspace-app/>   1. **Enable HTTPS connections**   All Remote Desktop client connections to DataLab go via Citrix Cloud service. You will need to enable HTTPS connections to:   * \*.citrix.com * \*.cloud.com * \*.nssvc.net |