SCHEDULE 1 TO UNDERTAKING BY AN INDIVIDUAL CONDITIONS OF ACCESS TO THE DATALAB DECLARATION OF COMPLIANCE

1. The Australian Bureau of Statistics (ABS) provides access to the DataLab for users accessing detailed and integrated microdata.
2. Any person accessing the DataLab must comply with the following conditions of access.
3. Any person accessing the DataLab must comply with the requirements for accessing microdata as outlined in the Responsible Officer Undertaking and Individual Undertaking.

DECLARATION:

I (full name)

of (organisation)

1. will comply with all instructions from the ABS relating to DataLab.
2. will refrain from exiting information from DataLab prior to output clearance in any way, including by:
   a. screen capture, handwritten notes, transcription and/or in photographic form
   b. exiting information from DataLab that has not been cleared (unless approved by the ABS)
3. will refrain from importing or transcribing any external data from outside of DataLab prior to input clearance.
4. when accessing DataLab I will:
   a. use DataLab in a work or private location within Australia
   b. protect the screen from other people (not approved on the same project)
   c. use a secure password protected internet connection (like work or home), and
   d. keep DataLab login credentials secure.
5. will only virtually screen share with approved users on the same project and only via the hosted ABS managed platform within DataLab (LabLink).
6. will not make any attempt to match or link:
   a. any data I have access to (either within my organisation or from any other source) with microdata in DataLab, or
   b. two microdata files within DataLab at the unit record level based on matching characteristics, except where linking keys have been provided by the ABS and the files are designed to be linked.
7. will immediately inform the ABS if I change roles or leave my organisation.
8. will immediately inform the ABS if I have or develop in-depth knowledge of any sub-populations I intend to analyse that would make it likely that I recognise an individual or business.
9. will immediately inform the ABS if I am restricted from accessing government data or any other data due to misuse of data or a breach of policy/procedures.
10. agree that ABS may publish information on the ABS website about my DataLab research (unless otherwise agreed by ABS in writing). This may include my name, organisation, projects, list of microdata I have access to and links to published works resulting from my DataLab research.
11. have the ability to use at least one of the statistical analytical languages (analysts only) available in DataLab.
12. have (**you must select one**):

    at least three years of either, quantitative research experience, or university study with a significant component working with quantitative data

    or

    attached a DataLab referral form, please email info@mydata.abs.gov.au to obtain this form.

I acknowledge that all DataLab user sessions will be recorded and logged for auditing and other purposes and may be used as part of any investigation into suspected misuse.

I understand that any failure to comply with these conditions of access may result in microdata access sanctions or prosecution for me and/or my organisation, in accordance with the Undertakings that my Responsible Officer and/or I have signed.

Full name	Signature	Date