

## Guidelines for Using Data from the Nihon University Japanese Longitudinal Study of Aging

### **1. Objective**

These guidelines define terms granting researchers rights to access and use of data from the Nihon University Japanese Longitudinal Study of Aging (NUJLSOA, hereafter) for use in surveys and other research focusing on aging and related fields of study. The NUJLSOA was conducted by the Nihon University Center for Information Networking (Center, hereafter).

### **2. Application Procedure**

- (1) Permission is required for use of the data.
- (2) Researchers interested in using the data should put in a request to the Center director using the prescribed application form.

### **3. Permission for Use of the Data**

After submission of the prescribed application, consent to the request will be determined by the Center director after considering the opinions of the research director, assistant research director, and the office chief. If necessary, the Center director may also ask the opinion of the NUJLSOA project leader.

### **4. Duration of Permission**

As a general rule, permission for data use is only given for one year. This period may be extended based on the submitted application.

### **5. Prohibition of Distribution**

Providing the data, a copy of the data, or manipulated data to a third party is prohibited.

### **6. Requirements of Data Usage**

Anyone using the data in a report must agree to all of the following:

- (1) The following reference will be included in any written report:

For reports in Japanese: 「この研究は、日本大学総合学術情報センターの研究プロジェクトが企画・実施した日本大学『健康と生活に関する調査』のデータを利用しました。」

For reports in English: “This study used data from the Nihon University Japanese Longitudinal Study of Aging (NUJLSOA) conducted by the Nihon University Center for Information Networking.”

For reports in any other language, a translation of the reference in      or      .

- (2) A copy of any published or presented documents will be submitted to the Center.
- (3) Results presented should not allow identification of any individual respondent.

## **7. Prohibitions of Data Usage**

Using the data in the following ways is prohibited:

- (1) Using the data for purposes other than research, or copying the data.
- (2) Data should not be used to identify individual respondents.
- (3) Using the data with the intent to make money.
- (4) Using research results for individual or organizational profit before making results known to the public.

## **8. Returning the Data**

When the data is no longer needed or the relevant research project is completed, the data must be returned or disposed of immediately.

## **9. Cancellation of Permission to Use the Data**

In cases where false statements are contained in the application or these guidelines are violated, the Center can cancel the agreement granting rights to the data and demand immediate return of the data.

## **10. Payment**

In principle the data are available free of charge, but one may be required to pay for the cost of the medium to supply the data.

## **11. Exemption**

Individual researchers are responsible for their application of the data. Neither the Center nor Nihon University is responsible for damage due to data usage or results of research using the data.

## **12. Jurisdiction**

Administrative work related to granting use of the data is performed by the Center's Business Planning and Support Division.

## **13. Date of Enforcement**

These guidelines will be in effect starting June 3, 2004.

**Note: These guidelines are a translation of the original Japanese document. In the event of any discrepancy, the Japanese version will be considered the binding document.**