



RESEARCH PERMIT APPLICATION

As a condition of the research permit, the person who carries out the research or development project assumes responsibility for the processing of data, taking into account legislation on data protection and the processing of personal data. The project author has the duty to use data with due regard for confidentiality and strictly for the purpose of the research or development project and to ensure the privacy and anonymity of the data subjects. The data shall be destroyed, stored or possibly further used and opened in an appropriate manner after the project.

1. Name/s of author/s responsible for the research/development project:

2. Role/title:

3. The applicant's organisation:

4. Contact information:

Address:

Telephone number:

Email address:

5. Supervisor/s of the research/development project:

6. Title of the research/development project:

7. Objective of the research/development project:

8. Abstract of the research/development project:**9. Description of the necessary datasets and adherence to ethical principles in the research/development project:****10. Schedule: period for which the research permit is requested****11. Appendices:**

If you have any questions about the research permit process or the application forms, please contact senior lecturer Mari Vainikka by email: **mari.vainikka@diak.fi**

Documents and appendices needed for the research permit application process:

- research permit application
- research plan incl. preliminary research schedule
- data management plan
- if the study involves processing personal data, a privacy statement must be attached to the application (as well as a data protection impact assessment form when sensitive personal data is processed)
- other appendices as applicable (depending on the research method, e.g. an interview consent form or a survey questionnaire form)

send to specialist Heini Hassel by email: **heini.hassel@diak.fi**