**DATA SHARING PLAN TEMPLATE**

The Data Sharing Plan shall be submitted in accordance with the template set out below. The notes in italics under each section of the template provide further context and guidance on how the section should be completed. Please refer to Annex B (Explanatory Notes to the Data Sharing Plan Template) of the Instructions to Applicants document, which can be downloaded from <https://www.nmrc.gov.sg/policy-guideline/data-sharing>, for further information.

**1. Description of Research and Research Data**

**1.1 Brief Description of the Research Study** *Briefly describe the nature of the research study (in not more than 3 lines).*

**1.2 Brief Description of the Research Data and Analysis to be Undertaken**

*Briefly describe the research data that will be collected/generated, and the plans for/scope of analysis to be undertaken.*

**2. Restriction on Data Sharing**

*You should share all the Final Research Data under the Framework within the timeframe stated in the Framework. Should you anticipate that this cannot be done, please state: -*

1. *the scope of the Final Research Data that you will likely not be sharing under the Framework, or likely not be sharing under the Framework within the timeframe stated in the Framework;*
2. *explain why that Final Research Data likely cannot be shared under the Framework or likely cannot be shared under the Framework within the timeframe stated in the Framework. Only strong justifications will be accepted; and*
3. *include a proposal on alternative means in which that Final Research Data can be shared e.g. by anonymising or aggregating that Final Research Data, obtaining the relevant consent to disclose that Final Research Data; obtaining the relevant copyright permissions or sharing that Final Research Data at a later, more appropriate time (in which case, an extension of time should be sought pursuant to the Framework).*

*There is no need to fill in this section if you are sharing all the Final Research Data under the Framework within the timeframe stated in the Framework.*

*“****Final Research Data****” means, in relation to the Research, recorded factual material commonly accepted in the scientific community as necessary to document and support research findings, regardless of whether the data is used to support publications. Final Research Data that are clinical in nature shall include the human subject’s basic demographics (including but not limited to the human subject’s age, gender and race), disease and condition (i.e. the diagnosis), unless the information is not collected in the Research. Final Research Data shall not include laboratory notebooks, preliminary analyses, drafts of scientific papers, plans for future research, peer review reports, communications with colleagues, or physical objects such as gels or laboratory specimens.*

**3. Data Use Limitation**

*Indicate any anticipated limitations to using the Final Research Data shared under the Framework. Such limitations should be minimised where possible and be substantiated with valid reasons e.g. where the limitation is due to limited consent obtained for the use and disclosure of the Final Research Data. Examples of such limitations include the use of the Final Research Data by non-profit organisations only, the use of the Final Research Data for health and/or biomedical research only, or the use of the Final Research Data for research related to a specific disease only.*

**4. Institutional Review Board (IRB) Endorsement (For a Research Study that involves human subjects)**

*For research study that involves human subjects, please state whether an IRB has reviewed and endorsed the Data Sharing Plan.*

Select Yes/No

**5. Lead Principal Investigator’s Undertaking**

*The Lead Principal Investigator shall ensure that the Data Sharing Plan is (i) in accordance with the Framework, and the Lead Principal Investigator’s institution’s data sharing/management policy; and (ii) in compliance with all applicable legislation prescribing requirements in relation to data.*

 Please tick the box to undertake the following.

|  |  |
| --- | --- |
| [ ]   | I, the Lead Principal Investigator, shall ensure that the submitted data sharing plan is in accordance with the Research Data Governance and Sharing Framework, and my institution’s data sharing/management policy, and in compliance with all applicable legislation prescribing requirements in relation to data. |

Name and signature of Lead Principal Investigator:

Date: