

EBDC – Terms and Conditions of Use

1. Data protection form

- ❖ The **data protection regulations** that researchers agree to observe with their **signature** are set out in the data protection form.
- ❖ Every scientific **project** that draws on microdata from the EBDC must be described in the data protection form on an A4 page and approved by the department head of the **EBDC**.

2. Protection period for microdata

For data protection reasons, Ifo survey microdata are subject to protection periods. They can only be made available for research purposes once these periods have expired.

- ❖ Ifo Business Survey: ¼ year
- ❖ Ifo Innovation Survey: 1 year
- ❖ Ifo Investment Survey: 1½ - 2 years
- ❖ World Economic Survey: no protection period
- ❖ Ifo Investment Database, Manager Survey, Architects Survey: ½ year

3. General data provision in a panel format

- ❖ Ifo Business Survey: ½ year
- ❖ EBDC Business Panel: annual
- ❖ Ifo Investment Survey and Ifo Investment Survey: annual
- ❖ World Economic Survey: quarterly
- ❖ In addition to a list of variables, every update also features a new DOI!

4. Provision of special questions and Ifo panel data prior to the expiry of protection periods:

- ❖ Any provision of special questions **in the panel before the expiry of protection periods** (point 2) is **strictly prohibited**. Applications for exceptions specifying special reasons for them must be made at least a month before research is due to start and jointly approved by the Directors of the Ifo Center for Business Cycle Analysis and Surveys and the Ifo Center for Industrial Organization and New Technologies.
- ❖ The current **microdata from a special question** alone, can be consulted and evaluated **in the EBDC by Ifo researchers or their assistants/interns employed at the ifo Institute** before the expiry of the protection period for an approved project if they apply to do so a month before data provision.

5. Linking of data

- ❖ A written application must be submitted to merge panels or complement the panels with external data.
- ❖ After the application has been approved, researchers receive a **linking table** (for example, the key to the EBDC Business Panel/ Ifo Panel key) and can undertake the linking of the EBDC panel itself.
- ❖ **External data** will always be linked to the EBDC panel and anonymized by EBDC staff.

6. Location of data provision

- ❖ Ifo staff can access Ifo microdata from their workplaces once the protection period has expired subject to previous approval of their project.
- ❖ The evaluations have to take place in the **Ifo data pool – user files**.
- ❖ Data may **only be saved in this location**.
- ❖ The **EBDC Business Panel** may only be processed in the EBDC because of stricter protection requirements.
- ❖ **Prior to the expiry of the protection period**, Ifo panels and/or special questions can **only be analysed in the EBDC**.
- ❖ Ifo assistants/interns can only work with Ifo data **in the EBDC**.

7. Duration of data provision

- ❖ Approval of a project can only be granted if the project duration is specified
- ❖ The user file will be **deleted** when project comes to an end.
- ❖ Application to **extend** the project duration justifying the reasons for this and specifying a new termination date can be made in writing at any time.
- ❖ Alternatively, the data can be transferred to the **EBDC archive** once the **user folder has been set up**. In this case, the corresponding **transfer records** are to be completed.

8. Teleprocessing

- ❖ Researchers who are not located in Munich can **send Stata processes to the EBDC**, which will return the aggregated, verified data.
- ❖ This, however, is only possible if researchers have consulted the data and file structure **at least once in the EBDC**.

9. Citation

Empirical work that draws on EBDC data must cite the panel with its corresponding **DOI number**.

10. Publication

The EBDC must be provided with copies of all publications based on Ifo data in printed or electronic form, otherwise no long-term storage of the research data is possible.