

# End User Licence Agreement



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**Public**

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## 1. Scope

This controlled document contains the contract template for the UK Data Service End User Licence Agreement. Copies released to the public may omit all sections prior to section 2 (including the cover page, document control and version history) but will reference this controlled document in the form '*this document is based on the UK Data Archive controlled document: Identifier, title, version number*'.

All users of Safeguarded and Controlled Data provided by the UK Data Archive, on behalf of UK Data Service, have to agree and abide to the terms and conditions specified in this EUL Agreement.

## 2. Introduction

This End User Licence (EUL) Agreement is made between you (the 'Registered User') and the University of Essex, herein referred to as the 'Registering Organisation', together with the Service Funders. This Agreement grants you the right to access and use the Data Collections provided through the UK Data Service, the Data Service Provider, only for your declared purposes as described in the Project Information and subject to these terms and conditions. By accessing and using Safeguarded and/or Controlled Data, you, the Registered User, acknowledge that you have read, understood, and agree to be bound by the terms and conditions set forth below.

## 3. The parties

This Agreement is agreed between:

1. The individual Registered User of UK Data Service.
2. The University of Essex (herein referred to as the 'Registering Organisation') acting by its UK Data Archive of Wivenhoe Park, Colchester, CO4 3SQ (the 'Data Service Provider').

In the event of the University of Essex ceasing to be a legal entity, this licence will be transferred to the Economic and Social Research Council (UKRI ESRC) or its successors.

**IT IS HEREBY AGREED**

## 4. Definition of terms

**Authorised User:** Member of an institution authorised by the UK Data Service to use the Data Collection(s) under a site licence or redistribution agreement, or individuals who have signed an Access Agreement in relation to work being undertaken by a Registered User (e.g. students undertaking course-related work who have signed an Access Agreement for Teaching [Academic Sector] form).

**Commercial Use:** Research is defined as 'commercial' where a direct objective is to generate revenue and/or where data are requested for sale, resale, loan, transfer or hire.

**Controlled Data:** UK Data Service Data Collections made available to Registered User(s) who are ESRC Accredited Researcher(s) or DEAAccredited Researcher(s) via the Five Safes Framework at the most enhanced level of safeguards. Also referred to as Secure Access data.

**Data Collection:** The Dataset(s), Documentation, Metadata, occasionally code, provided by the Depositor for dissemination to the designed user community and curated by the UK Data Service in accordance with the Collections Development Policy and Selection and Appraisal Criteria.

**Data Owner:** The natural or legal person, public authority, agency or any other body which alone, or jointly with others, holds the copyright and associated intellectual property rights in a Data Collection.

**Data Service Provider:** The person(s) or organisation(s) that directly provide the User with the Data Collections (on behalf of the Service Funder) and identified in the Metadata applicable to that Data Collection. A Data Service Provider may also provide user support, training, and research data management advice.

**Data Team:** In relation to a particular Data Collection, the Registering Organisation, the relevant Data Service Providers, and (to the extent that the Data Collection Metadata expressly provide) the Service Funder(s), Data Collection Funder(s) and/or Original Data Creators or Depositors.

**Dataset:** Any computer file (or set of files) which is organised under a single title and is capable of being described as a coherent unit.

**Depositor:** The person named on the Deposit Licence Agreement having sufficient responsibility to grant particular rights on behalf of a Data Collection. The Depositor may be the principal investigator, creator or the copyright owner of a Data Collection, or authorised to grant the Deposit Licence Agreement.

**Documentation:** Accompanying files that enable users to understand a Dataset, exactly how the research was carried out and what the data mean. Usually consisting of data-level documentation i.e. about individual databases or data files and study-level documentation i.e. high-level information on the research context and design, the Data Collection methods used, any data preparations and manipulations, plus summaries of findings based on the data.

**End User Licence Agreement:** The User Agreement entered into by a User when registering to access Safeguarded and Controlled data from the UK Data Service.

**Five Safes Framework:** A risk-based framework used by the Data Service Provider to assess and manage the appropriate level of safeguards for data access. The framework considers Safe Data, Safe Projects, Safe People, Safe Settings and Safe Outputs, applied proportionately according to the sensitivity and identifiability risk applicable to the Dataset.

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**Metadata:** Information that describes significant aspects (e.g. content, context and structure of information) of a resource; metadata are created for the purposes of resource discovery, managing access and ensuring efficient preservation of resources.

**Non-Commercial Use:** Any individual employed by, or undertaking research for any organisation, may use data even if this entails monetary reward, where a public good results from the use. Public good can be defined as an activity that widens access to information sourced from the UK Data Service collection and has social or economic benefits.

**Online Data Tools:** Any software, application, system or platform that operates via the internet or a cloud-based service and is used to process, analyse, manipulate or generate data and other types of content, including but not limited to tools that employ 'artificial intelligence' (AI) technologies, including generative AI technologies, that are designed to perform human-like cognitive functions such as learning, reasoning, problem-solving, understanding natural language, perception and generating new or original content.

**Original Data Creator:** The natural or legal person, public authority, agency or any other body which alone, or jointly with others, that originally collected and created the Data Collection(s). The original data creator for a particular Data Collection is identified in the metadata applicable to that Data Collection.

**Personal Data:** Are defined as in accordance with the UK General Data Protection Regulation (UK GDPR) Article 4(1) and the Data Protection Act (DPA) 2018 s3(2) as: data that relate to an identified or identifiable natural person, be it directly or indirectly, taking into account other information derived from published sources.

**Project Information:** Details provided by the Registered End User on the intended use of data which includes details on the scope, objectives and access timeframe of the Project. Where the use of the data falls under the Digital Economy Act 2017 this information might be published.

**Registered User:** A User who has registered with the UK Data Service and therefore agreed online to the End User Licence Agreement. Also referred to as the End User.

**Registering Organisation:** The person(s) or organisation(s) responsible for the system that registers Users and issues them with End User Licence Agreements (being the University of Essex).

**Safeguarded Data:** UK Data Service Data Collections made available to Registered User(s) and where appropriate, additional conditions/agreements are agreed to.

**Service Funder:** The persons or organisations that fund the Data Service Provider.

**UK Data Archive:** Is a department of the University of Essex and the lead institution of the UK Data Service. The Archive is used specifically to denote those cases where the University of Essex is the legal entity, contractually responsible for specific activities. Also referred to as the Archive.

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**UK Data Service:** Is a Data Service Provider funded by UKRI through the Economic and Social Research Council and supported by the Universities of Essex, Manchester, Edinburgh, University College London and Jisc. Also referred to as the Service. Also referred to as the Service.

**User:** A person who makes use of Data Collection(s) from the Data Service Provider.

**User Agreement:** An agreement setting out the terms and conditions of data use and establishing the rights and responsibilities of the Registered User.

## 5. Agreement

1. To use the Data Collection(s) only in accordance with this EUL Agreement and to notify promptly the Registering Organisation and the Data Service Provider of any non-compliance with its terms in writing or of any infringements of the Data Collection(s) of which I become aware.
2. To use and to make personal copies of any part of the Data Collection(s) only for the approved type of usage, aligning the use with the details, explicitly declared in the Project Information registered with the Data Service Provider, where applicable. To obtain permission prior to using part or all of the Data Collection(s) for any other type of usage or purposes, by contacting the Registering Organisation and/or relevant Data Service Provider as applicable.
3. To abide by any further conditions notified to me from time to time by the Registering Organisation or the relevant Data Service Provider that may apply to the access to, or use of, specific materials within the Data Collection(s) or particular Data Collections. Notice of further conditions under this paragraph may be given to me by electronic means, for example, by way of a pop-up window upon my ordering one or more Data Collections. Acceptance of the further conditions shall be required before I gain access to the Data Collection(s) in question. In this Agreement such further conditions are referred to as Special Conditions.
4. Not to give access to the Data Collection(s), in whole or in part, or to any Dataset(s) derived from the Data Collection(s) (including synthetic Dataset(s)), except to Registered Users for use in accordance with clause 2 and subject to the EUL Agreement, any relevant Special Conditions or additional agreements, save where Data Collection(s) or derived material are supplied for the stated purpose of teaching as described in the Project Information and shared solely in accordance with the Access Agreement for Teaching.
5. To abstain from using any Online Data Tools in connection with your use of the Data Collection(s), unless explicit written permission is granted by the Data Service Provider. The Registered User acknowledges that the use of such tools may compromise data security and enable data transfer to unauthorised parties in

- violation of clause 4.
6. To ensure that the means of access to the data (such as passphrases) are kept secure and not disclosed to a third party except by special written permission or licence obtained from the original Data Service Provider and to comply with the data security requirements as described in the [Research data handling and security guide for users](#).
  7. To respect legal and ethical obligations and to preserve at all times the confidentiality of information pertaining to individuals and/or households in the Data Collection(s). Not to use the data to attempt to obtain or derive information relating specifically to an individual or household, nor to claim to have obtained or derived such information. In addition, to preserve the confidentiality of information about, or supplied by, organisations recorded in the Data Collection(s). This includes the use or attempt to use the Data Collection(s) to compromise or otherwise infringe the confidentiality of individuals, households or organisations.
  8. To adhere to the statistical disclosure control standards as detailed in the [Research data handling and security guide for users](#) in any outputs I produce and publish.
  9. To acknowledge that this EUL Agreement does not operate to transfer any interest in intellectual property from the copyright or other right holders (including without limitation to the Crown) to me. Nothing in this Agreement confers any right to share Data Collections or Dataset(s) derived from them except as expressly permitted under this Agreement and any applicable licence terms.
  10. To understand that the Agreement and the Data Collection(s) are provided by the Data Team on an 'as is' basis and without warranty or liability of any kind. Any representations or warranties given by any member of the Data Team relating to this licence, expressed or implied, are excluded to the maximum extent permitted by law.
  11. To acknowledge, in any publication, whether printed, electronic or broadcast, based wholly or in part on the Data Collection(s), the Original Data Creator(s), Depositor(s) and copyright holders, the Service Funder(s) and the Data Service Provider(s) in the form specified in accompanying metadata received with the Dataset or notified to me and without prejudice to clause 3 above to comply with any restrictions on my use of the Data Collection(s) referred to or referenced therein or otherwise notified to me from time to time. To cite, in any publication, whether printed, electronic or broadcast, based wholly or in part on the Data Collection(s), the Data Collection(s) used in the form specified in accompanying metadata received with the Dataset or notified to me.
  12. To supply the relevant Data Service Provider with the bibliographic details of any published work based wholly or in part on the Data Collection(s).
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13. To offer for deposit, at the conclusion of my research (or if earlier at any time at the request of a member of the Data Team), on a suitable medium and at my own expense any new Data Collection(s) which have been derived from the materials supplied or which have been created by the combination of the data supplied with other data and where permission to do so is in place. The deposit of the derived Dataset(s) will include sufficient explanatory Documentation and Metadata to enable the new Data Collection(s) to be accessible to others.
  14. To understand that the members of the Data Team may hold and process any Personal Data submitted by me for authentication, statistical purposes, and for the management of the Service. Information collected at the point of registration with the Service, under the terms and conditions of registration and this Agreement will only be passed to: (i) a Data Collection Depositor or their nominee in relation to my use of the Data Collection, so that they can contact me directly a) if I breach the terms of the EUL Agreement, or b) the Depositor or their nominee requires information on how I have used their Data Collection(s); (ii) my own institution or organisation where necessary for the administration of the Service; and (iii) where my research funder requires me to deposit data with the Service to confirm whether the deposit has taken place. We also share anonymised and aggregated statistics with Depositor(s) or their nominee about the use of their Data Collection(s).
  15. To ensure that any Personal Data submitted by me is accurate to the best of my knowledge, and that any changes in that Personal Data, including my educational or employment status, will be made known to the Registering Organisation at the earliest possible opportunity.
  16. To notify the Data Service Provider of any errors discovered in the Data Collection(s).
  17. To meet any charges that may from time to time be levied by any member of the Data Team for the supply of the Data Collection(s) including, where relevant, annual service fees and royalty fees.
  18. To, at the end of the access period, destroy all copies of the data, including temporary copies, printed copies, personal copies, back-ups, subsets of variables/cases, derived Datasets and all electronic copies including copies held on portable media e.g. CD/DVD/memory stick according to standards specified in the [Research data handling and security guide for users](#).
  19. To understand that non-compliance with any of the provisions of this EUL Agreement will lead to immediate termination of access to all services provided by the Data Team either permanently or temporarily, at the discretion of a member of the Data Team, and may result in legal action being taken against me as set out in the [UK Data Service Licence Compliance Policy](#). Understand that where there is compliance with this EUL Agreement, it may be terminated, or its terms altered, by a
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member of the Data Team either after 30 days' notice; or, if a service charge has been paid in advance, at the end of the period for which payment has been made, whichever is the longer. The failure to exercise or delay in exercising a right or remedy provided by this EUL Agreement or by law does not constitute a waiver of the right or remedy or a waiver of other rights or remedies.

20. To understand that as the UK Data Archive is part of the University of Essex, a Public Authority, which is subject to the Freedom of Information Act 2000, any requests for information made by the public and received by the University of Essex may result in the disclosure of information provided by the Registered User.

## 5.1 Disclaimers

To the extent that applicable law permits:

- a. The members of the Data Team bear no legal responsibility for the accuracy or comprehensiveness of the data supplied.
- b. The members of the Data Team accept no liability for, and I will not be entitled to claim against them in respect of, any direct, indirect, consequential or incidental damages or losses arising from use of the Data Collections, or from the unavailability of, or break in access to, the service, for whatever reason.
- c. Whilst steps have been taken to ensure all licences, authorisation and permissions required for the granting of this EUL Agreement have been obtained, this may not have been possible in all cases, and no warranties or assurance are given in this regard. To the extent that additional licences, authorisations and permissions are required to use the Data Collections in accordance with this EUL Agreement, it is the Registered User's responsibility to obtain them.
- d. I agree to indemnify and shall keep indemnified each member of the Data Team against any costs, actions, claims, demands, liabilities, expenses, damages or losses (including without limitation consequential losses and loss of profit, and all interest, penalties and legal and other professional costs and expenses) arising from or in connection with any third party claim made against any member of the Data Team relating to my use of the Data Collections or any other activities in relation to the data where such use is in non-compliance with this licence.

If the whole or any part of a provision of this EUL Agreement is void, unenforceable or illegal for any reason, that provision will be severed and the remainder of the provisions of this Agreement will continue in full force and effect as if this Agreement had been executed with the invalid provision eliminated.

This EUL Agreement may be enforced separately in relation to each Data Collection provided to the Registered User by any member of the Data Team and the Registered User. No other persons may enforce this Agreement under the Contract (Rights of Third Parties) Act 1999.

This EUL Agreement (which is the entire agreement between the parties and supersedes any previous agreement between them) may be varied in writing by agreement of the relevant Service Funders, the Registering Organisation, and the Registered User (who may give its consent to such variations by electronic means). No consent from any other party is required to vary or rescind this Agreement.

This EUL Agreement and any documents to be entered into pursuant to it shall be governed by and construed in accordance with the applicable laws of England and Wales and each Party irrevocably submits to the exclusive jurisdiction of the courts of England and Wales over any claim or matter arising under or in connection with this Agreement and the documents entered into pursuant to it.

## 6. Declaration

I, the Registered User, confirm that:

- All the information I provide is true and accurate; and I have read, understood and will abide by any and all terms and conditions of the [End User Licence](#) Agreement.

[www.ukdataservice.ac.uk](http://www.ukdataservice.ac.uk)

[help@ukdataservice.ac.uk](mailto:help@ukdataservice.ac.uk)

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