STIPULATIONS FOR USE OF PSI DATA

1. Analysis of PSI data and submission for publication must be completed within one year (365 days) from receipt of the data. Otherwise, PSI Strategic Research and Evaluation reserves the right to publish the results in its own name.

2. Any applicant who wishes to publish findings from data analysis in a peer-reviewed journal, conference presentation, book, or other publication in any form of media must complete the authorship portion of the PSI Data Use and Authorship Proposal.

3. Granting the applicant access to the requested data does not preclude PSI from granting access to the data to other interested parties to pursue different research questions, analyses, and publications.

4. All PSI data and any manipulation thereof by the applicant will remain the intellectual property of PSI. All publications produced using PSI data must acknowledge PSI’s ownership of the data by including the following text: “Data obtained and analyzed with permission from Population Services International, Strategic Research & Evaluation Department, Washington, D.C. (www.psi.org/research); all rights reserved by PSI.” An electronic copy of the publication must be sent to research@psi.org.

5. PSI data may not be reused beyond the terms of the original request or be made accessible or passed on to individuals other than those listed in the original data request. Any additional individuals seeking access to the PSI data must submit separate requests to PSI and must be granted access prior to reviewing or using the data.

6. Electronic data must be stored to ensure data confidentiality. Access should be restricted by use of a password and/or encryption software. Data should not be stored on mobile devices (USB devices, external hard drives). Once use of the PSI data is complete, the data must be deleted from all computers and hard drives where they have been stored.

7. PSI staff reserve the right to be listed as co-authors on all publications that result from the use of PSI data and for which they have made substantive contributions (as outlined in the PSI Authorship Guidelines), and may choose to waive this right. Where the right to authorship has not been waived, inclusion and order of authors must be determined using standard academic principles of authorship as outlined in the PSI Authorship Guidelines.

8. PSI must be given advance notice in writing of any planned publication and a minimum of 30 days prior to the release of the publication in order to review, comment and provide suggestions on the planned publication. PSI also reserves the right to request additional review of the publication by staff members external to Strategic Research and Evaluation who may have specific expertise in the subject matter or could provide valuable input.

For PSI headquarter and PSI network member personnel only:

9. PSI network member personnel, if using data collected from their own country offices, are required to submit all documentation for the study to PSI/Washington, where it will be reviewed and stored on PSI’s data repository, prior to use for publication outside of PSI. Said documentation includes study design and budget, ethical approval, data collection instrument, syntax, data, and final summary report or key study publications.

10. The PSI employee’s supervisor must sign the signature pages for the Data Use and Authorship Proposal to indicate his or her approval of the employee’s involvement in the project. The applicant will download and submit signature pages upon completion of this application.