

Attachment 12: Data Collector Non-Disclosure Agreement

To protect participant privacy and to foster an atmosphere of respect for participants, it is important that all persons who are involved in data collection for the *Assessment of Targeted Training and Technical Assistance (TTA) Efforts on the Implementation of Comprehensive Cancer Control* project accept the following in respect to participants' privacy:

- Data collectors may only share information gained through data collection efforts related to this evaluation with other members of the project team.
- Data collectors should not discuss the identity of participants or what was said by individual participants with others outside of the project team.
- Data collectors will keep all data collection materials (handwritten notes, audio files, etc.) in their possession or in a secured storage unit at all times. Data collectors will ensure computers used to enter and store data are protected with current virus protection software.
- Data collectors will report immediately to the ICF International project manager about any loss of data or corruption of computer files containing data.
- Data collectors will not attempt to find or contact any participants for any purpose other than that required by the study.
- Any reports or presentations of these data will be created with the utmost sensitivity to the privacy of the participants who are involved in this initiative. Data collectors are not to use the collected data for any purpose other than the work associated with this research project and will not include individual identifying information in any reports or subsequent publications.

By signing this document, you agree with the requirements and the spirit of this policy intended to protect the privacy of the individuals involved in this initiative.

Data Collector (print name)	
Data Collector Signature	
Date	