

Application Form for Use of Confidential Datasets

(For use by External Applicants)

To: Confidential Datasets Control Manager, RIETI

Signature: _____

John A. Smith

Please sign
here by hand
in ink.

Name of External Applicant (Print): John A. Smith

Date: xx xx, 20xx (Please spell out the month in all references to the date.)

I hereby apply for permission to use Confidential Datasets in your possession for the research stated below, and notify the designation of a Confidential Datasets Manager and users¹ from among the participants of the research as follows:

Name of the Research²:

Comparative Study of Demographic Changes and Social Wellbeing in Developed Countries

External Applicant's name, affiliation³, title, and contact details:

*John A. Smith, Professor
XYZ Research Center, ABC University
Phone: 123-456-7890 E-mail: jsmith@xxx.edu*

Provide the contact e-mail address assigned by the applicant's affiliated organization (university, research institute, etc.). No personal e-mail address is acceptable. The same applies to all other contact e-mail addresses.

Name of the Confidential Datasets for which the External Applicant is seeking permission:

*2007 JSTAR (Japanese Study of Aging and Retirement)—High Level
2009 JSTAR (Japanese Study of Aging and Retirement)—High Level
2011 JSTAR (Japanese Study of Aging and Retirement)—High Level
2013 JSTAR (Japanese Study of Aging and Retirement)—High Level*

Specify the confidentiality level of the requested datasets as well as the year(s) in which the survey(s) was (were) conducted.

¹ The Confidential Datasets Manager and users whose names are listed in this application form (called "Listed External Users") shall be obliged to appropriately manage the Confidential Datasets according to Article 4 of the RIETI Regulations Regarding the Protection and Management of Confidential Datasets

² Please attach a brief summary of your research plan.

³ Please attach a brief description of the affiliated research institute.

Confidential Datasets Manager's⁴ name, affiliation, title, and contact details:

*John A. Smith, Professor
XYZ Research Center, ABC University
Phone: 123-456-7890 E-mail: jsmith@xxx.edu*

Users' names, affiliations, titles, and contact details:

<In the case of a single user>

*John A. Smith, Professor
XYZ Research Center, ABC University
Phone: 123-456-7890 E-mail: jsmith@xxx.edu*

<In the case of more than one user>

As reflected in the attached form.

Purposes of use⁵:

To examine elderly people's propensities to save and spend and other matters related to the research project "Comparative Study of Demographic Changes and Social Wellbeing in Developed Countries."

Period of use:

Six months starting from xx xx, 20xx.

Location of use⁶:

<In the case of a single user>

*Room No. 3, XYZ Research Center, ABC University
[Detailed address with Street name, Zip code, etc.]
PC's MAC Address*: 00-00-X0-00-00-0X*

Indicate the specific location of use including the room number and the name of the building. In the case of Level High, the data-copied magnetic media will be delivered to the destination.

Indicate the Media Access Control (MAC) address of the computer to be used. For an explanation on how to find the MAC address of your computer, see the description box on page 4.

<In the case of more than one user>

As reflected in the attached form

⁴ Please appoint either yourself or one of the research participants.

⁵ Please also note why use of the Confidential Datasets is necessary in your research and the manner in which your results will be disclosed.

⁶ Please include the identification codes, numbers, etc. of the PCs and other devices to be used

Method of use⁷:

<In the case of Level High>

- (1) Data storage: From the micro-datasets provided by the Research Institute of Economy, Trade and Industry (RIETI), a set of data will be copied onto a secure, password protected PC specified above by John A. Smith, professor at XYZ Research Center, ABC University, in Room No. 3 of the said research center. The data will be encrypted when stored. The data will not be used or stored in cloud platform.*
- (2) Compilation of datasets to be used for analysis: Using the copied data, datasets for use in analysis will be compiled.*
- (3) Processing and analysis of the datasets: The datasets will be used for analyzing ABC and XYZ.*

⁷ Please clearly specify the form in which the data are to be used (paper, CDs, DVDs, etc.) and whether or not the data are to be made available online.

How to Find the MAC Address of Your Computer

< In the case of Windows 10 >

1. Click **Start**.
2. Scroll down and expand the “**Windows System**” folder.
3. Click “**Command Prompt**.”
4. Type "**ipconfig /all**" (space between g and /).>
5. The 12-digit Physical Address is the MAC address of your computer.

If the operating system of your computer is other than Windows 10, search for this information on the Internet.