# Definitions

This form must be completed by personnel wishing to access unpublished AEDC data held by their organisation or by a client organisation. Each person signing this form will thereby be established as a Permitted Data User and will be responsible for complying with the AEDC Data Guidelines in relation to said data. Authorised Data Users can use this form to delegate the daily management of the data to one Permitted Data User from their organisation, as specified in the AEDC Data Guidelines. The form must be countersigned by the relevant Authorised Data User, or by their Delegate if already nominated. Authorised Data Users should be nominated through the dedicated form available at [www.aedc.gov.au](http://www.aedc.gov.au).

**Privacy:** The personal information in this form will be collected by the Australian Government Department of Education (Department) and its contracted service provider as part of the proper administration of the AEDC. If this personal information is not collected, it will not be possible for the individuals named in this form to be established as Permitted Data Users.

The Department and its contracted service provider may disclose the relevant personal information (to each other and to other Commonwealth agencies and third parties) if required for the proper administration of the AEDC, and will protect the personal information in accordance with the *Privacy Act 1988* (Cth). The personal information will not be disclosed to any overseas recipients.

To find out more about how to access or correct personal information, or make a complaint, see the Department’s Privacy Policy.

|  |  |
| --- | --- |
| **AEDC** | Australian Early Development Census |
| **Department** | Australian Government Department of Education |
| **DMA** | Data Management Agency nominated by the Department for the management of AEDC data |
| **Organisation** | Each of the organisations named at section 4 of this form |
| **Dataset** | Each dataset containing AEDC data and (i) provided to the Organisation through the data application referred to at section 2.a, or (ii) provided to the Organisation through the data sharing agreement referred to at section 2.b, or (iii) held by the Client organisation named at section 2.c and which the Organisation named at section 2.c. is providing services to. |
| **Permitted Data User** | Each person named as such and signing this form at section 4 |

# Dataset details

## 2.a. AEDC data requested through the following data application

|  |  |
| --- | --- |
| **Project Title** | Click to enter text. |
| **Application Number** | Click to enter text. |
| **Application Date** | Click or tap to enter a date. |
| **Amendment Number** | Click or tap here to enter text. |
| **Amendment Date** | Click or tap to enter a date. |

## 2.b. AEDC data requested through the following data sharing agreement with the Department

|  |  |
| --- | --- |
| **Party to the agreement** | Click to enter text. |
| **ABN** | Click to enter text. |
| **Agreement execution date** | Click or tap to enter a date. |
| **Project Form number as applicable** | Click to enter text. |

## 2.c. Where the Permitted Data User is employed or engaged by a contractor (Supplier) providing services to a Data User (Client organisation), AEDC data held by the following Client:

|  |  |
| --- | --- |
| **Organisation (Supplier)** | Click to enter text. |
| **ABN** | Click to enter text. |
| **Client organisation** | Click to enter text. |
| **ABN** | Click to enter text. |

# Permitted Data User certification

I hereby certify that:

1. I have been nominated by the Authorised Data User of the Dataset for my Organisation to access and use the Dataset;
2. I have read and understood the AEDC Data Guidelines and agree to comply with all its requirements;
3. I will only access and utilise the Dataset, and any materials including unpublished AEDC data extracted or produced from the Dataset, only for the purposes of:
   1. the data sharing agreement or data application referred to at section 2 of this form, and will comply with any requirements set out in said agreement or application; or
   2. the Supplier fulfilling its contractual obligations to the Client organisation, which involves handling AEDC data under the data sharing agreement or data application specified at section 2 of this form.
4. I will not link the Dataset, or allow it to be linked, to any other datasets, unless expressly permitted by the data sharing agreement or data application specified at section 2 of this form.

By signing this form I acknowledge and agree that:

1. a breach of this certification may result in the immediate withdrawal of my Organisation's access to AEDC data
2. this certification is to be construed in accordance with relevant Commonwealth and State/Territory law
3. the AEDC Data Guidelines may be periodically amended, and that at any time this certification will refer to the latest available version of the AEDC Data Guidelines published on www.aedc.gov.au, and
4. it is my responsibility to ensure that I am aware of, read, and understand any amendments or variations to the AEDC Data Guidelines, while I am a Permitted Data User for the Dataset.

# Permitted Data User Detail

## 4.1. Permitted Data User 1

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | Click or tap here to enter text. | | |
| **Organisation** | Click or tap here to enter text. | | |
| **Position** | Click or tap here to enter text. | | |
| **Delegate** |  | | |
| **Role in relation to the Dataset** | Click or tap here to enter text. | | |
| **Email** | Click or tap here to enter text. | | |
| **Signed** |  | **Date** | Click to enter a date. |
| **Authorised by** | Click or tap here to enter text. | | |
| **Role in relation to the Dataset** | Choose an item. | | |
| **Signed** |  | **Date** | Click to enter a date. |

## 4.2. Permitted Data User 2

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | Click or tap here to enter text. | | |
| **Organisation** | Click or tap here to enter text. | | |
| **Position** | Click or tap here to enter text. | | |
| **Delegate** |  | | |
| **Role in relation to the Dataset** | Click or tap here to enter text. | | |
| **Email** | Click or tap here to enter text. | | |
| **Signed** |  | **Date** | Click to enter a date. |
| **Authorised by** | Click or tap here to enter text. | | |
| **Role in relation to the Dataset** | Choose an item. | | |
| **Signed** |  | **Date** | Click to enter a date. |

## 4.3. Permitted Data User 3

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | Click or tap here to enter text. | | |
| **Organisation** | Click or tap here to enter text. | | |
| **Position** | Click or tap here to enter text. | | |
| **Delegate** |  | | |
| **Role in relation to the Dataset** | Click or tap here to enter text. | | |
| **Email** | Click or tap here to enter text. | | |
| **Signed** |  | **Date** | Click to enter a date. |
| **Authorised by** | Click or tap here to enter text. | | |
| **Role in relation to the Dataset** | Choose an item. | | |
| **Signed** |  | **Date** | Click to enter a date. |

## 4.4. Permitted Data User 4

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | Click or tap here to enter text. | | |
| **Organisation** | Click or tap here to enter text. | | |
| **Position** | Click or tap here to enter text. | | |
| **Delegate** |  | | |
| **Role in relation to the Dataset** | Click or tap here to enter text. | | |
| **Email** | Click or tap here to enter text. | | |
| **Signed** |  | **Date** | Click to enter a date. |
| **Authorised by** | Click or tap here to enter text. | | |
| **Role in relation to the Dataset** | Choose an item. | | |
| **Signed** |  | **Date** | Click to enter a date. |

## 4.5. Permitted Data User 5

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | Click or tap here to enter text. | | |
| **Organisation** | Click or tap here to enter text. | | |
| **Position** | Click or tap here to enter text. | | |
| **Delegate** |  | | |
| **Role in relation to the Dataset** | Click or tap here to enter text. | | |
| **Email** | Click or tap here to enter text. | | |
| **Signed** |  | **Date** | Click to enter a date. |
| **Authorised by** | Click or tap here to enter text. | | |
| **Role in relation to the Dataset** | Choose an item. | | |
| **Signed** |  | **Date** | Click to enter a date. |