

CCGR Data Extraction Inquiry

(Version 5.0 – June 2022)

Contract on data extraction

between

Centre for Corporate Governance Research (CCGR)

at

Department of Finance at BI Norwegian Business School

and

the student project entitled

[Project title]

This agreement specifies data extraction from the CCGR database, for students connected to BI.



Project description

Project title:	
What type project is it:	
	Master
	Bachelor
	Other
Termination date: <i>The termination date must be before January 1, 202_</i>	
Project purpose: (expand if needed)	

Project members

Who is the supervisor (principal investigator)?	
Name:	
Department:	
Position:	
E-mail:	

Who are the students involved in the project (expand if needed)	
Name:	
Department:	
E-mail:	
Name:	
Department:	
E-mail:	

Approvals

Is this a project under the CCGR umbrella?	
	Yes
	No
If No, what is the projects NSD number?	
If No, have you obtained approval from the data owner?	
	Yes, please attach approval

Data access:

As a student, you will be allowed a maximum of **20 variables** (item numbers). If the project requires more than 20 items, you must first get an approval from your supervisor and from the CCGR. You will not get credit rating data or



any data identifying companies (organization id) or persons. If you need the organization Ids, you need approval from your supervisor and from the CCGR.

The data will be delivered as a CSV file or SPSS file, and you will only get raw data.

What data do you want?	
1	
2	
3	
4	
5	
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20	

Rights, Rules, Obligations and Conditions

By signing this agreement, we acknowledge that during our student project, we will acquire information, which is confidential to BI, CCGR or other parties. We also acknowledge that the information contained in the CCGR database is the exclusive property of the CCGR.

Under this contract it is our obligation to treat all information in a confidential manner in the sense that we will not disclose or redistribution any information during the term of, or at any time after the termination of, the thesis to any person who is not a CCGR fellow including individuals associated with the CCGR-related research project of a CCGR fellow. A CCGR research fellow is an official member of the CCGR from BI, a research associate, or a PhD student as listed on the CCGR website.

We acknowledge the following:

- The data can only be used for the purpose described above.
- We will delete any data given to us by CCGR after the grading period has passed.
- We cannot transfer any data to or give access to a third party without the CCGRs approval.
- We cannot transfer any data between two CCGR projects without CCGR approval.
- We cannot transfer any personal data outside the EU/EEA.
- If any transfer we want to do generates extra work for CCGR, we will assist CCGR in the process.
- All documents, copies or excerpts received from CCGR is the property of the CCGR and shall be promptly returned upon request.
- In case of misuse of the data, either by the us or any person who has been able to access the data because of us, CCGR cannot be held accountable. The use of the data in this project is our responsibility.
- The CCGR is entitled to apply to Court in the event of a violation by me of this agreement.
- We agree that we will not contact the Data Administrator or the CCGR nor the data owner without an approval from our supervisor.
- We agree that once the project is completed, we will send a copy of the final thesis (excluding the student numbers) to CCGR as a pdf file. Deadline: **July 1 the year the thesis is submitted**. The pdf file is to be sent to Charlotte Østergaard: charlotte.ostergaard@bi.no
- We agree that CCGR invokes the right to publish the final thesis on the CCGR homepage.
- We agree that our obligations under this Agreement will survive the termination of our project.
- All CCGR data must be processed in accordance with BIs rules and regulations, which includes the following information found on the [Portal](#).



Endorsements

Step 1: Endorsement from the supervisor.

Date:

Supervisor:

Step 2: Endorsement from the Data Administrator.

The Data Administrator certifies that the agreement is correctly specified.

Date:

Data Administrator:

Step 3: Endorsement from the CCGR.

The CCGR agrees that the project is a CCGR project, that the researcher is a BI employee, and that the researcher can have the data as this agreement specifies.

Date:

CCGR:

Step 4: The student's signature: (expand if necessary)

Date:

Data User:

Step 5: Information from the Data Administrator.

Extraction Date:

Comments: