



UMEÅ UNIVERSITY

Documented secrecy examination

– disclosure of data on individuals to Swedish authorities for research purposes

Use this document as a template when assessing whether research data can be disclosed. This applies if the information is subject to secrecy as per Section 7 of the Public Access to Information and Secrecy Ordinance (OSF) or Chapter 24, Section 8 of the Public Access to Information and Secrecy Act (OSL), and if:

- the recipient is a Swedish authority, such as a higher education institution; and
- the data are intended for research purposes.

Do not use this document if the above two conditions are not met. Contact the university-wide research data support team for advice.

Read more about secrecy for research data and find contact information at umu.se/en/researcher.



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Relevant data

Describe the data you plan to disclose.

Research project: [Specify the name of the research project in which the data were collected at Umeå University, the working title if any and the registration or project number].

Principal investigator at Umeå University: [Specify name and department/unit].

Describe which data the disclosure applies to: [All data in the project or specific part(s)].

Recipient

Receiving authority: [enter name and organisation number of the authority to which you plan to disclose data]

Applicable secrecy

Describe the type of information classified as secret that is included in the data you plan to disclose. At least one of the following alternatives must apply.

☐ Information about *an individual's personal circumstances* in any of the following types of research studies:

- ☐ Environmental medicine studies
- ☐ Social medicine studies
- ☐ Psychiatric studies
- ☐ Other medical studies
- ☐ Surveys of student backgrounds and their choices after their studies
- ☐ Sociological studies
- ☐ Psychological studies
- ☐ Education science studies
- ☐ Behavioural science studies
- ☐ Social science studies

The information has been collected either directly from the individual or from someone else.

Information about the *personal or financial circumstances of individuals* in the above-noted studies that can be attributed to the individual is subject to absolute secrecy according to Section 7 of the Public Access to Information and Secrecy Ordinance (OSF).

☐ Information about the *personal or financial circumstances of an individual* that Umeå University has received from someone other than the individual. Umeå University has received data from statistical authorities, such as the National Board of Health and Welfare or Statistics Sweden with



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transferred secrecy, or from another higher education institution for use in research.

Data from statistical authorities about the *personal or financial circumstances of an individual* and that can be attributed to the individual are subject to absolute secrecy as per Chapter 24, Section 8 of the Public Access to Information and Secrecy Act (OSL). Secrecy applies to specific activities of an authority that relate to the production of statistics. Secrecy has been transferred to Umeå University with support of Chapter 11, Section 3 of the Public Access to Information and Secrecy Act (OSL).

Provisions overriding secrecy

Data subject to secrecy may only be disclosed if there is a provision overriding secrecy or providing exemptions from secrecy. Provisions overriding secrecy and exemptions from secrecy for, among other things, disclosure for research purposes are found in Chapter 24, Section 8, third paragraph of the Public Access to Information and Secrecy Act (OSL).

Secrecy examinations

Conditions

The following conditions are met:

- The recipient of the data is a Swedish authority.
- The recipient will use the requested data for research purposes.

☐ The recipient has ethical approval covering the research:
[insert ethical approval registration number].

or

☐ Ethical approval is not required for the research in which the recipient plans to use the data.

Examination of damage

According to Chapter 24, Section 8, third paragraph of the Public Access to Information and Secrecy Act (OSL), information that the recipient needs for research purposes and information that is pseudonymised or that is not in any other way directly attributable to the individual may be disclosed if it is clear that the information can be disclosed without the individual or anyone close to the individual suffering harm or injury.

For individuals not to be considered to suffer harm or injury, all of the following protections must be in place:

☐ The disclosed data are pseudonymised.



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☐ The recipient will be informed that secrecy level of the data at Umeå University also applies to the receiving authority, either as primary secrecy as per Section 7 of the Public Access to Information and Secrecy Ordinance (OSF) or as transferred secrecy as per Chapter 11, Section 3 of the Public Access to Information and Secrecy Act (OSL).

Assessment

I assess that the above data can be disclosed to the recipient for research purposes without being subject to secrecy as it is clearly determined that the disclosure will occur without harm or injury to individuals or their close relations.

Because the data include sensitive information, transfer to the recipient is to occur securely using systems that Umeå University has approved.

Place and date

Name

Register this completed and signed document as per the department's instructions.