



Application for approval for UQ researchers to apply for access to ABS Microdata via DataLab

All University of Queensland research projects wanting to access and use ABS microdata in the DataLab environment require **UQ authorisation**. Authorisation is granted by a researcher’s Head of School or equivalent. This is a requirement as determined by the Responsible Officer, Pro-Vice-Chancellor (Research Infrastructure).

Access to ABS Microdata at UQ is limited to academic staff, HDR students. Any Honours students seeking approval must meet certain *preconditions*.

The **lead project researcher is responsible for completing this form**. Details of **each researcher working on the research project** must be included if they will be working in the DataLab or discussing unvetted microdata from DataLab.

1. Complete the following form and have your Head of School/institute or equivalent approve and sign it.
2. Forward a copy of the completed and approved form to the UQ ABS Contact Officers via data@library.uq.edu.au

Completion of this form acknowledges that all researchers involved in the project and listed on this form have read and understood their responsibilities as a UQ researcher (see [Principles of responsible research](#) and [Education and training in research integrity](#)) and as a user of ABS microdata (see [Responsible Use of ABS Microdata Guide](#) and the [Microdata User Obligations](#)).

Details of lead researcher applying for approval

This Application is made by:

Faculty, school or institute	
Full Name of Lead Researcher	
Signature of Lead Researcher	
Date of application	

Researchers on project

List the name and details of each UQ researcher working on the research project and indicate their involvement by ticking the appropriate column to indicate whether they will be a DataLab **Accessor**¹ or **Discussant**².

Researcher	Position; School/Institute; Research Organisation	DataLab Accessor	Discussant



Project details

The following section may be copied and pasted from the ABS Project Proposal.

Project title:
Brief description of the research project and its purpose:
Why is access to ABS Microdata required to meet the research objectives?

Executive Officer approval

The following section must be completed by the Head of School (or delegate of equal authority) in the School or Institute with which the research project is associated.

In signing below, the executive officer is acknowledging that **the UQ researchers listed on this form are approved to apply for access to ABS Microdata via the DataLab.**

Name of Head of School/Director of Institute	
School/Institute	
Signature of Head of School/ Director of Institute	
Date of approval	

¹ **DataLab Accessor:** Researcher who will access the data in the DataLab environment

² **Discussant:** Researcher who will not access the DataLab but will discuss unvetted data prior to its release from the DataLab

Note: Both Accessors and Discussants are **required** to undergo safe researcher training and satisfy DataLab onboarding requirements through the ABS.