

Annex 1 Data agreement for individuals – ongoing data supply

Data agreement

This is an agreement between me,

[name of recorder]

and

The Wildlife Information Centre

about the use of all wildlife information recorded by me in the past and future and passed or copied to The Wildlife Information Centre (TWIC).

Use of the wildlife information

1. By signing this document, I give permission to TWIC to store, process, use and pass on to others copies of these records, to incorporate all, or part, of the wildlife information into larger data collations, to distribute copies of those data collections, to analyse and summarise the wildlife information, and to give the same permission to other organisations.
2. TWIC has my permission to make my data available to a wide range of users, subject to its policy on controlling access to data, including providing summaries, collations and analyses of data. Data may be made available in a wide variety of formats including raw data, reports and maps in paper and electronic format (including via email or the internet).
3. TWIC may also carry out additional verification or validation of my data and will pass all its findings to me.
4. If I ask TWIC to stop using the wildlife information, TWIC will stop using and distributing the wildlife information, and will delete and destroy all copies that it holds. However, I understand that copies of the wildlife information distributed before my request will not be subject to this requirement.
5. I understand that TWIC does not need to consult me further about the use of these data on a day-to day basis but will acknowledge me as the originator of these data wherever possible.

Personal Data

6. Unless I have ticked the box next to my signature, I give consent to the use and distribution of my personal data as necessary for the purpose of enabling users of the wildlife information to assess the data. I also permit TWIC to pass my contact details to those requiring additional information in my area of expertise.
7. If I have ticked the box next to my signature, TWIC will not make my personal data available to third parties, but my name will form part of the record that is collated and disseminated.

My obligations

8. I confirm that I am either the original author of the wildlife information, or that I am authorised to make these data available to TWIC under the terms of this Agreement.
9. I confirm that I have taken reasonable steps to ensure the accuracy of the wildlife information, but this promise does not make me legally responsible to TWIC or others for any losses caused by any errors or omissions in the wildlife information.

10. I confirm that I will notify TWIC of any alterations to the original data or re-determinations to data already supplied.

TWIC's obligations

11. TWIC will make the wildlife information available within the terms of their policy on controlling access to data.
12. TWIC will take reasonable measures to prevent unauthorised access to, duplication of, or distribution of the wildlife information while they have possession of it.
13. TWIC will not sell, or permit the sale by others of the wildlife information, but may make appropriate administration charges to cover the cost of supply to others. TWIC will make the data freely available to me.

Signed:	
My name:	Date:
Address:	
Tel No:	
Email:	
<input type="checkbox"/>	<i>Please do not pass my contact details to third parties, as described in clauses 6 & 7 above</i>

Signed:	
for The Wildlife Information Centre	Date: 14/05/2010
Name:	
Position:	