

InM DATA REQUISITION FORM

Please provide the following details

Probable Title/Objective: _____

Project/Research Duration: _____

*Requester** Name: _____
 Email: _____
 Department/Institution: _____
 Title or Position: _____
 Details of payment in case of External User _____

Non-InM researchers/users shall be granted permission to use the data at the discretion of the InM Authority and on payment of the following user charge: (\$500 for Bangladeshi student researchers, \$1000 for foreign student researchers and Bangladeshi researchers, \$2000 for expatriate and foreign researchers, and \$5000 for international organisations)

Research Type: Personal Joint Institutional

*Researcher's Info** Name: _____
 Email: _____
 Department/Institution: _____
 Title or Position: _____

For Joint or Institutional Research please enclose their details.

*Samples Details** Data Project Name: _____
 Period of data collection: _____
 File Format: _____
 Required Section: _____
 Probable Date of Return: _____

Terms and Conditions:

1. After the completion of task, the requester/researcher should formally submit a copy of the final work to InM.
2. The requester/researcher will be bound to acknowledge InM in all cases. All public displays must properly credit to InM using the following sentence: ***"This project used samples and/or data provided by the Institute for Inclusive Finance and Development (InM)"***.
3. The legitimate interests of the subjects of research data must be protected.
4. If research data is accessed and re-used, the user must do so in a manner that respects the contexts and norms under which it was created, and include a data citation in the research publication, or any derived work.
5. Data which does not need to be kept for long-term preservation needs to be disposed or return of securely.
6. For non InM requester/researcher please enclosed the payment slip with the approved application of data uses with the requisition form.
7. The requester should be provide a CD/DVD/Portable Drive to transfer the data or deposit BDT 200/= (one hundred taka) only in cash to InM Finance Division and attached the payment slip along with the form.

Recommended by..... Provided by:

Requester	Approved by	Data Received by
Full Name:	Full Name:	Full Name:
Designation:	Designation:	Designation:
Date:	Date:	Date: