

1. Name of the research

2. Target unit

The planned target unit of the research

3. Description of the research

Purpose of the research

- Dissertation Master's thesis Licentiate degree
 Doctoral dissertation or thesis Other (specify)

A short description of the research content and methods, a maximum of 160 characters (attach a research plan)

Data collection and methods

The planned time of data collection

Data collection begins	/	20	Data collection ends	/	20	Estimated completion time of the research
						/ 20

Data collection method

- Questionnaire Interview Documents/statistics
 Observation Data is to be requested as database extraction/sampling (details of the researcher's technical contact)
 Other (specify)
-

An estimate of the costs and expenses involved in the research work to be incurred by the City of Oulu

- Does not incur costs and expenses Does incur costs and expenses, specify below

Report on the costs and expenses to be incurred (for example working time of the personnel, printing costs)

4. Implementation of the research

Is the subject of the research a person (persons), whose participation is to be decided by a person who has custody or by some other legal representative of the said person (persons)?

- Yes; if yes, specify in the section Additional details how consent is to be obtained. No

Shall personal data be used in the research?

- Yes No
-

Shall a personal data file be formed while doing research?

Research does not include any personal identification data. No personal data file is to be formed.

Personal identifying data (detailed data on individuals) and personal identification data shall be collected in the research data file (also photo and video material, in which the person is identifiable). Personal data file is to be formed.

Attached is a draft of the privacy policy statement.

Shall personal data file of the City of Oulu be used in the research?

Yes; if yes, specify in the section Additional details. No

Is the research a part of a more extensive research/project?

Yes; if yes, specify in the section Additional details. No

Place and location of the research

Access rights

Has access to information systems been applied for or shall it be applied due to research?

Yes No

To which system/systems and for which period of time?

Data for which the permit is being applied for in this Application. Necessary confidential data, what and where?

Location of the research data file

Additional details (for example references to diverse sections in the research plan)

Right of access to the research plan

In principle, the research plan is a public document. The research plan is to be marked as a secret document only for legitimate reasons. The applicant of the Research Permit marks the appropriate box below with a cross, in the event that the research plan includes any such data classified as confidential on the basis of the Act on the Openness of Government Activities or other legislation.

The Research plan includes such data, that access to such data would cause inconvenience to the completion of the dissertation, study or development project or their exploitation, its appropriate assessment or the person carrying out the research or to the person commissioning the study or development project. The Act on the Openness of Government Activities (621/1999), Section 24, Subsection 21.

Storage/deletion/archiving of the research data

Storage of the research data during the research (how and where?):

Storage and deletion of the research data upon completion of the research (how, where, how long?):

Does the research data include personal identification data? If it does, how their storage and deletion is organised?

Responsible party for storing and/or deleting the research data (name/organisation/contact details):

5. Applicant of the Research Permit

Surname	First names	
Current employer/place of study	Current position/occupation/student	
Street address	Postal code	City/Town
Telephone number home +358	E-mail address	
Completed degree, year of completion and place of completion		

Others participating in the research (everyone's names and contact details, continue with an attachment, if necessary)

Surname	First name	Academic degree and occupation
Place of activity	E-mail	Telephone number
Surname	First name	Academic degree and occupation
Place of activity	E-mail	Telephone number

Supervisor/responsible supervisor of the research

Surname	First name	Academic degree and occupation
Place of activity	E-mail	Telephone number

The acceptance date of the research plan in the educational institution

/ 20

6. Commitment and signatures of the authors of the research (continue with a separate attachment, if necessary)

I shall commit to not to use any data I have received to the detriment of the client, his/her close relative(s) or the City of Oulu or not to disclose any data I have received to third parties, but shall keep them confidential. I shall present the research results in such a way that no single person or family can be identified on the basis of the results. I shall comply with the regulations stated in the General Data Protection Regulation (GDPR) and those stated elsewhere in the legislation in respect of processing of personal data and confidentiality.

Place and time	Signature and print name
Place and time	Signature and print name
Place and time	Signature and print name

7. Appendices

Put a cross in the appropriate box in respect of those appendices to be submitted with the Application.

Research plan

Research data files

Consent of the subject of the research/of a person who has custody/of a trustee

Other (specify)

The signed Application for Research Permit with its appendices shall be submitted electronically to the Oulun kaupungin kirjaamo, Registry of the City of Oulu, kirjaamo@ouka.fi, the subject of the email message 'Application for Research Permit Sivistys- ja kulttuuripalvelut'.

Notification of the Research Permit being granted or being not granted along with the supplement request, if appropriate, shall be sent to an e mail address specified by the applicant of the Permit as well as by post to the address specified by the said applicant.

I consent to that the decision on the Research Permit is to be submitted only electronically.