

RESEARCH AGREEMENT

Guidelines:

1. Research shall be conducted in accordance with DoDEA Administrative Instruction (1304.01).
2. Research involving pupils, sponsors and/or personnel of the Department of Defense Education Activity (DoDEA) must protect the dignity, well-being, and confidentiality of the individual(s), including the rights guaranteed legally and constitutionally and by DoDEA policies.
3. The researcher shall inform all participants (i.e. students, sponsors/guardians, DoDEA personnel) that participation in the proposed research is voluntary.
4. The researcher shall obtain informed consent from participants of legal age; and will obtain informed assent from participants and consent from a sponsor/guardian when participants are not of legal age, unless a waiver is obtained.
5. Personal, social, and psychological research of any nature must NOT be in conflict with the rights of individuals or groups.
6. The researcher shall obtain permission for all information collections as required under Public Law 104-13, "Paperwork Reduction Act of 1995," DoDM 8910.01 Volume 1, "DoD Information Collections Manual: Procedures for DoD Internal Information Collections" and DoDM 8910.01 Volume 2, " DoD Information Collections Manual: Procedures for DoD Public Information Collections," April 19, 2017.
7. All information obtained will be held in accordance with the Privacy Act (5 U.S.C. 552a), as amended.
8. The research shall not unduly interfere with the classroom instructional process or the regular operations of the school or district.
9. The researcher shall cooperate with the staff member(s) designated by the district or school to coordinate the research. It is the researcher's responsibility to become familiar with DoDEA operating policies.
10. The identity of specific military installations, the names or locations of the schools, the names or locations of the districts, or the name of the school system (DoDEA, DoDEA Americas, DoDEA Europe, DoDEA Pacific) or any language that specifically identifies DoDEA shall not be used in any written materials generated in relationship to this research study.
11. Researchers shall provide the DoDEA HRPO with a draft copy of any written reports or other written products that result from the research ten business days before they are to be finalized. The DoDEA HRPO will conduct a review of these documents to ensure that data reported in these documents are in compliance with this Issuance and the research approval granted.
12. An electronic copy of the final research report must be submitted to the DoDEA Human Research Protections Officer.
13. DoDEA may terminate a research study that receives permission at any time.
14. Permission to conduct research is not an endorsement and does not compel any personnel of the DoDEA to participate in research studies.

I acknowledge receipt of the Guidelines for Research in DoDEA and agree to abide by the guidelines as stated.

1. SIGNATURE OF RESEARCHER

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2. DATE (YYYYMMDD)

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