

Quick Guide to Data Transfers and Non-Disclosure Agreements at Columbia University 8-22-2023

The form that Columbia approved for Data transfers in the past is posted here:

<https://business.columbia.edu/sites/default/files-efs/imce-uploads/Faculty%20and%20Staff/Faculty%20Policies/2018%20Data%20Use%20Agreement%20-%20Approved%20by%20CU.pdf>

That's the best place to start.

If there is no purchase involved (organization is giving you data) then the route for signature depends on the nature of the Data:

1. If there is any Human Subjects Data, then you work through colleagues in Sponsored Projects Administration, and initiate the request through the following online form.

https://cumc.co1.qualtrics.com/jfe/form/SV_29rqFAM9Dh4xX6Z

You can follow up with Sarah Brandoff there.

2. If there is NO Human Subjects Data then you work through Columbia Technology Ventures: <https://techventures.columbia.edu/content/request-form-incoming-material>

FYI – Additional details are available on the Faculty Governance website

<https://business.columbia.edu/faculty-staff/faculty-governance-and-policies/faculty-policies> under “confidentiality”

If you are purchasing data you should go through Priya Gunaseharan, pag2123@gsb.columbia.edu in purchasing and divisional staff can help facilitate.