APPENDIX 9. Formal collaboration agreement between an external researcher requesting the use of samples and/or data and researchers from the PREDIMED PLUS study

This document establishes the terms and conditions for a collaboration between PREDIMED PLUS researchers and external researchers, for the use of data and/or samples generated during the PREDIMED PLUS study. The appendices and specific terms and conditions that must be complied with depend on whether the request involves only samples, only data, or both samples and data.

The following parties have met in person in XXX, or by remote means, on XXXX [add date]: One party is the Steering Committee for the PREDIMED PLUS study, with its members being XXX [specify names of members, who must sign at the end]; and the other party is XXX, a researcher from XXX [specify organisation]. They wish to formalise a collaboration agreement that will allow the team led by XXX, a researcher from [add organisation], to use data and/or samples [indicate the specific circumstance for each collaboration] generated during the PREDIMED PLUS study, and including compliance with and respect for the following points:

1. New authorisation from the PREDIMED PLUS study's Ethics Committee may also be required, depending on the type of study proposed (the centralised committee or those from the various recruiting nodes from which data are being requested).

2. Because the PREDIMED PLUS study does not currently have a data management system based on data enclaves, which would give external researchers the ability to access the variables securely but without the ability to modify or copy them, some additional requirements must be specified in order to ensure the security, integrity, and confidentiality of the data.

3. External researchers who are only requesting data will be given a password which is used to access a data file that contains the variables requested. In order to better protect the identities of the participants, this data file is anonymised, without any variables that could serve as identifiers. The corresponding metadata will also be provided. However, when an external researcher is requesting data and samples at the same time, an identifier is required to connect the data from the determinations performed on the samples with the data file for the patient. The PREDIMED PLUS ID appears on the freezer tube used for samples, and this ID would provide direct access to the patient's identity. Therefore, in order to minimise this risk, the external researcher must provide this data to a collaborating researcher from the PREDIMED PLUS study after the samples have been analysed. The internal researcher will then merge the files containing the sample determinations with the rest of the data required, and then provide the external researcher with this merged data file that does not contain any identifiers.

4. External researchers must:

- refrain from attempting to identify the PREDIMED PLUS participants, while maintaining confidentiality.
- maintain the integrity of the data and samples.
- maintain secure environments for storage of data and samples.
- refrain from distributing the data to unauthorised third parties
- use the data provided only in relation to the specific objectives for the collaboration.
- use the samples exclusively for the determinations approved in the PREDIMED PLUS study, with no permission to perform additional determinations or transfer the samples to other researchers.
- return any remaining samples after the determinations have been completed, under optimal conditions of preservation.
- submit a copy of the results from the determinations performed to the central database for the PREDIMED PLUS study, or to the federated database that will be designated for this purpose if there are technical restrictions on the formats, in order to allow that data to be incorporated after the work period for exclusive use of the data has ended, which is established as 2 years after reception. *In exceptional cases it will be possible to request authorisation for an extension.*
- provide each node with a copy of the data corresponding to the samples each node provided whenever a paper is produced using determinations performed on samples from multiple nodes.
- destroy the data provided at the end of the active establishment period from the Collaboration Agreement.
- adhere to the publications policy.
- ensure the quality of the statistical analyses performed as well as application of best practices. Details must be provided on the software used, and the syntax must be saved and delivered, along with the data, to each node that provided samples used for the determinations.
- acknowledge that new papers for nodes other than the one performing the determinations will not be authorised until the paper corresponding to that data analysis has published and only if this takes place in collaboration with those generating the data.
- acknowledge that, in the case of proposals for meta-analysis, the statistical analysis will be performed by an internal researcher from the PREDIMED PLUS study, who will be assigned based upon the experience required for the collaboration, and in this case the aggregate results requested will be provided in the form of tables.
- complete a publication proposal form including the names of the authors of the publication(s). In the case of original studies, the publications policy will be followed when establishing authorship, taking into account whether the collaboration involves data from the general study and for the total sample, or if specific projects are involved.
- await the Steering Committee's approval of the publication proposal form, and submit results in the form of tables and the full article before they are sent out for publication, so that the appropriate quality controls can be performed.

- report on the status of the determinations or use of the data, at least once every three months, and also to submit a plan detailing the potential publications.
- acknowledge that the procedures carried out by the researchers from the PREDIMED PLUS study incur a cost in terms of the time invested, including their review of the data access request, preparation of the data, provision of access to the data and metadata, statistical analyses in some cases, and review of the publication proposal and results. Therefore, like other large international groups have done, a fee is being established in relation to data access, which will be collected after a data request has been approved. A bank transfer can be used to deposit this amount into the PREDIMED PLUS account opened for this purpose, or payment can be made using a credit card. Depending on the type of collaboration involved, the fees would vary from a situation of full exemption to a cost of up to €12,000 (see the document on Fees for Data and Samples).

Any breach of the terms and conditions of this collaboration agreement will be subject to the corresponding disciplinary and corrective measures.

Date:

Full name of requesting PI:

Signature of requesting PI: