



The European School Survey Project on Alcohol  
and Other Drugs

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# Rules for the use of ESPAD databases

## ESPAD Researchers

**(Note: in this document “ESPAD researchers” is equivalent to “ESPAD Principal Investigators”)**

December, 2015

Modified after Assembly of November 2016 and Steering Committee of January 2017

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## Background

The European School Survey Project on Alcohol and Other Drugs (ESPAD) has collected data every fourth year since 1995. The 1995, 1999 and 2003 international ESPAD reports were based on standardised national reports produced by each national ESPAD researcher, while the result section of the reports from 2007 onwards are based on common databases. Presently, electronic databases are available by survey year as well as for the years 1995-2015 (see Appendix I).

The following sections cover the ESPAD rules as agreed at the General ESPAD Assembly in Cyprus, November 2015.

## Contribution to ESPAD databases

- All ESPAD researchers are obliged to deliver their national datasets at a time decided by an ESPAD Assembly.
  - With the exception of the production of common international ESPAD reports, no one will be forced to make their data available in a common ESPAD database.
  - The Principal Investigator in each country should specify in writing the type of access to the national dataset that will be allowed. The type of access can be changed in writing by the Principal Investigator at any time. Any changed levels of access will apply to future research applications, which have not yet been granted approval
  - Two levels of access are specified:
    - Level 1:** Allows the use of data for writing an international ESPAD report only. It does not allow data to be distributed beyond the Steering Committee or to be used for any analysis other than what is required for the writing of an international report.
    - Level 2:** Allows other PI access to the data. All ESPAD Principal Investigators should be informed about incoming applications and have a possibility to deny access within a 3 weeks period. Researchers must apply for such access according to the rules detailed in this document, and upon approval the applicant must sign a contract specifying the terms of use.
    - Level 3:** Allows other researchers that are not ESPAD PI to use the data after a formal Application that will be evaluated by the Applications Committee, **after an embargo period** decided in the ESPAD assemblies.
- All ESPAD Researchers should be informed about incoming applications and have a possibility to deny access within a 3 weeks period. Researchers must apply for such access according to the rules detailed in this document, and upon approval the applicant must sign a contract specifying the terms of use.

## Access to ESPAD databases

- Until the day an international ESPAD report is launched access to a new database is limited to those who are directly involved in writing that report.
- The use of a new ESPAD database is restricted to ESPAD researchers.
- ESPAD researchers that don't allow other ESPAD researchers access to his/her national data (level 1) should not have access to a new database.

## Application procedure

- The ESPAD application form should be used. The main purpose of this is to avoid accidental duplications.
- Applications should be sent to the ESPAD Coordinator. Decisions should be taken by the ESPAD Application Committee.
- When a new database is ready a deadline for internal applications from ESPAD researchers will be announced. After that applications can be sent at any time.
- If two or more applications are too similar the Application Committee will try to find a solution that suits all parties.
- If an application from an ESPAD researcher is too similar to an already approved application, the new application may be rejected.
- After the database has been delivered to an applicant he/she should submit an article/paper/report within 12 months. After that other researchers that are interested in investigating the same research question can submit an application.

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- An application will be considered successfully completed when it has been submitted to a scientific journal or publisher.
- All approved applications will be listed on the ESPAD webpage.
- Any possible disputes about an application should be solved by the ESPAD Steering Committee, which is the final arbiter of such issues.
- Applications that fulfil the conditions and do not overlap with approved applications will be routinely accepted.
- Researchers must follow all rules specified in this document.

## ***Ethical aspects***

- It is not allowed to use ESPAD databases in such a way that individual students, classes or schools can be identified.
- ESPAD databases may not be used for any commercial purpose.
- Direct or indirect funding from the alcohol, tobacco, pharmaceutical and gambling industries is not allowed when using an ESPAD database.
- If results might be controversial to a country the Principal Investigator in that country should be contacted for comments.

## ***Conditions***

- When an application is approved, the applicant will get the whole database(s).
- It is strictly prohibited to use data from the database(s) for any other purposes than those mentioned in an approved application.
- If an applicant wants to extend the analysis to other variables than those mentioned in an approved application, he/she needs the approval of the Application Committee.
- The applicant is not allowed to forward data to any person that is not directly involved in the approved research project.
- The applicant is responsible for informing all other possible users of the database(s) about these rules.
- The applicant is responsible for all use of the database(s).
- When an application is approved the applicant should sign a contract with the rules before database(s) is delivered.
- The applicant is allowed to use an ESPAD database for up to 12 months from its receipt.
- After 12 months the applicant shall confirm in writing to the ESPAD Coordinator that the database(s) is destroyed and that all possible copies are deleted. This document shall be accompanied by all papers, articles, reports etc. in which ESPAD data have been used.

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## Appendix I: Overview of available databases by country and year

Country	ESPAD Year					
	1995	1999	2003	2007	2011	2015
Albania					3189	2554
Armenia				4055		
Austria			2377	2571		3684
Belgium			2320	1889	1789	1771
Bosnia and Herzegovina - Srpska				2609*	3132	
Bulgaria				2553	2217	2922
Croatia		3602	2884	3008	3002	2558
Cyprus				6340	4243	2098
Czech Republic	2962	3579	3172	3901	3913	2738
Denmark	2234	1557	2519	877	2181	1670
Estonia			2463	2372	2460	2452
Faroe Islands	484	418	591	552	557	511
Federation of Bosnia and Herzegovina				2973*	3813	
Finland	2161	3013	3222	4988	3744	4049
France		2284	2297	2916	2572	2714
Germany			4239	5011	2796	
Greece		2205	1906	3060	5908	3202
Hungary	8830	2770	3143	2817	3063	2735
Iceland	3675	3473	3332	3510	3333	2663
Ireland	1849			2221	2207	1470
Isle of Man				740		
Italy	1443	4106	4890	9981	4837	4059
Kosovo					2324	
Latvia		2305	2841	2275	2622	1605
Liechtenstein					366	316
Lithuania			5036	2411	2476	2573
Macedonia, FYR of				2452*		
Malta		3703	3500	3668	3377	3326
Moldava				3176*	2162	2589
Monaco				393	401	397
Montenegro				5823*	3387	3844
Netherlands		2615	2095	2091	2044	
Norway	3910	3791	3833	3482	2938	2584
Poland	7399	3322	5955	2120	5933	11822
Portugal	2033	3609	2946	3141	1965	3456
Romania		2393	4371	2289	2770	3501
Russia		2937	1925	3939	1757	
Serbia				6156*	6084	
Slovak Republic	2390	2442	2144	2468	2009	2208
Slovenia	2441	2375	2785	3085	3186	3485
Sweden	3471	3434	3232	3179	2569	2551
Switzerland			2613	2499		
Ukraine	6674	2994	4173	2447	2210	2350
United Kingdom	7722	2641	2032	2179	1712	
Students	59678	65568	88836	105028	111248	90457
Countries	16	23	29	41	39	32**

\* 2008; \*\* preliminary

## ***Authorship and acknowledgements***

- The first author of any publication based on an ESPAD database will be the individual who played the primary role in conceptualising, designing, interpreting and writing about the analyses reported in that article, paper or report.
- Other major authors will be those individuals who make substantial contributions to conceptualising, conducting, interpreting and/or writing about the analyses in that publication.
- After a collaborative analysis has been completed, a draft report of the findings should be provided to all participating authors. These partners are expected to respond to the draft in a timely manner and to submit to the first author of the publication their suggested additions, revisions and corrections.
- The following acknowledgement should be used in all publications using data from ESPAD databases:

The authors would like to acknowledge the members of the ESPAD group who collected the national data (<http://www.espad.org/report/acknowledgements>) and the funding bodies who supported the international coordination of ESPAD: the government of Sweden, the EMCDDA and the Pompidou Group. Special thanks are due to the schoolchildren, teachers and national funding bodies who made this project possible.

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(i) This second sentence will be included if the article/report has been produced using the combined database 1995-2015

- The ESPAD Steering Committee will review and resolve possible disagreements about authorship or substantive content of publications that cannot be solved informally. The ESPAD Steering Committee will be the final arbiter of such issues.

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