

Director of the Hong Kong Observatory  
134A Nathan Road  
Kowloon  
Hong Kong

Date: \_\_\_\_\_ -- date --

Dear Sir,

**Supply of Meteorological Data**

Meteorological data is provided here with an aim to promote research on the use of the meteorological data and the related development of data processing method. Sharing of data processing method or product developed in the research is also encouraged. In consideration of the meteorological data made available to me in connection with the project:

-- name to be proposed and agreed upon --

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("the Project"), I undertake to you as follows:

1. The data will only be used for the purpose of carrying out the Project and that I shall not use any data to obtain commercial, trading or other advantages.
2. I undertake to hold the data supplied to me in confidence. Without the prior consent of the Hong Kong Observatory ("the HKO"), I shall not disclose or pass any data supplied to me by the HKO to any person or entity.
3. Where copyright is applicable, I shall not do any act that may constitute an infringement of such copyright other than acts permitted by law or pursuant to the terms hereof.
4. Reports, papers or articles on the Project shall involve project officers from the HKO and shall be presented as a joint collaboration with the HKO. The involved HKO officers shall be included in the list of authors. Due acknowledgement to the HKO shall be given in reports, papers or articles if results derived from the application or use of the data are quoted. Copies of such reports, papers or articles shall be delivered to the HKO as soon as practicable.
5. The HKO shall be offered a free license to use the algorithm(s), including the source code, of any method or product developed in the Project.
6. If any of the above terms is contravened, the HKO will recover from me the costs of data provision for the Project.

7. Any failure or delay by the HKO to exercise any right, power or privilege pursuant to this undertaking shall not operate as a waiver and shall not preclude the HKO from the exercise of such right, power or privilege at any time.
8. Neither the HKO nor its employees make any representation or warranty as to the accuracy or completeness of any of the data and neither shall have any liability to me relating to or resulting from the use of the data.

Yours faithfully,

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_ -- name --

Position: \_\_\_\_\_ -- position --

Institution: \_\_\_\_\_ -- Institution --