

HE²AT CENTER

[DATE]

[PROVIDER NAME]

[ATTENTION: NAME OF AUTHORIZED REPRESENTATIVE]

[ADDRESS]

[CITY, COUNTRY]

RE: Important Amendment to HE²AT Center Data Transfer Agreement

Dear [AUTHORIZED REPRESENTATIVE],

I am writing on behalf of the HE²AT Center regarding our Data Transfer Agreement dated [ORIGINAL AGREEMENT DATE]. We greatly value your contribution to this important research initiative and the scientific insights your data has helped generate.

Purpose of the Amendment

We request your approval of an amendment that addresses three critical aspects of the HE²AT Center's data infrastructure:

1. **Migration to Cloud Storage:** NIH funding requirements necessitate moving our data infrastructure from on-premises servers to Microsoft Azure's cloud platform. This migration will enhance security, improve accessibility, and ensure compliance with evolving data protection standards.
2. **External Researcher Access:** To maximize the scientific value of the research, we seek authorization to share appropriately de-identified data with qualified researchers beyond the HE²AT Center Consortium, subject to rigorous Data Access Committee oversight.
3. **Long-Term Data Preservation:** Scientific progress requires that valuable research data remain accessible beyond the timeframe of a single project. This amendment establishes a framework for responsible, secure long-term data preservation and use.

Key Protections Maintained and Enhanced

This amendment maintains and strengthens the protections in our original agreement:

- **Your data ownership remains unchanged**
- **Original Study Data will be deleted after 5 years** unless you explicitly approve longer retention
- **Enhanced security measures** through Azure's enterprise-grade platform
- **Strict access controls** based on data sensitivity levels

- **Comprehensive monitoring and audit trails** for all data access
- **Geographic data controls** to maintain regulatory compliance

Enclosed Documents

Please find enclosed:

1. A formal Amendment to our Data Transfer Agreement
2. A Technical Appendix detailing the cloud architecture and security measures
3. A Frequently Asked Questions document addressing common questions

What This Means for Your Data

Your Original Study Data will continue to be accessible only to the Core Data Team. As data is processed, it will be subject to increasing levels of de-identification:

- **Level 1 (Consortium Shared Data):** Accessible only to HE²AT Consortium members
- **Level 2 (De-identified Data):** Accessible to approved external researchers under strict governance
- **Level 3 (Inferential Data):** Highly aggregated data available as an open resource

All access to Levels 1-2 is governed by the Data Access Committee and backed by comprehensive audit trails.

Next Steps

1. Please review the enclosed documents at your earliest convenience
2. If you have any questions, contact [CONTACT PERSON] at [EMAIL] or [PHONE]
3. If the amendment is acceptable, please sign and return one copy to us by [DEADLINE DATE]

Your authorization is essential to continue the valuable work of the HE²AT Center and to ensure that research data can have its maximum scientific impact. The amendment establishes a robust governance framework that balances open science principles with appropriate privacy protections.

We would be happy to schedule a call to discuss any aspects of this amendment in greater detail.

Thank you for your continued partnership in this critical research endeavor.

Sincerely,

HE²AT CENTER

[NAME]

[TITLE]

HE²AT Center

[CONTACT INFORMATION]

Enclosures:

1. Amendment to Data Transfer Agreement
2. Technical Appendix: HE²AT Center Cloud Migration Details
3. Frequently Asked Questions: HE²AT Center Cloud Migration & Extended Data Use