

**CONFIDENTIALITY AGREEMENT BETWEEN GEORGE MASON
UNIVERSITY, CENTER FOR EVIDENCE-BASED CRIME POLICY AND
[XXXX] POLICE DEPARTMENT:**

**REGARDING DATA COLLECTION FOR
“IDENTIFYING EFFECTIVE INVESTIGATIVE PRACTICES: A NATIONWIDE
EVALUATION”**

The Center for Evidence-Based Crime Policy at George Mason University is committed to protecting the privacy and confidentiality of all data that is analyzed within the CEBCP and by CEBCP faculty, graduate students, staff, and affiliated individuals under all projects. Per Mason’s requirements, we follow all human subjects review and protocols and ethics. This includes data and all other information collected for the project entitled “Identifying Effective Investigative Practices: A Nationwide Evaluation” (PIs: Cynthia Lum and Charles Wellford).

All team members of this project agree to the following items regarding the confidentiality of [XXXX] Police Department, the police department staff, and other individuals related to data that we collect:

1. [XXXX] Police Department will not be identified by name as a participating agency in the study in any reports or published articles that result from the project.
2. The first part of this project involves interviews of [XXXX] Police Department’s personnel about investigative practices in [XXX]. The participation of specific agency personnel of [XXXX] Police Department will be kept confidential.
 - a. No individual who is interviewed will be identified by name or identifiable information in any reports or published articles that result from the project.
 - b. No individual associated with any case file information (see #3 below) will be identified by name or identifiable information in any reports or published articles that result from the project.
3. The second part of this project involves coding investigative cases for their investigative processes. The research team will not need to collect any personal or identifying information about individuals in those cases, including suspects, victims, witnesses, officers, detectives, supervisors, or any other party that may be listed in the case file. Additionally, no case numbers or other sensitive material will be collected from the case files.
4. Any data retrieved from the [XXX] can be subject to inspection at any time by the [XXX] designated personnel on this project, for adherence to this confidentiality agreement.

The research team agrees to protect all data collected from this study. Paper and electronic files containing information related to the study will be kept in a locked facility/room/office when not in use. Electronic files stored on computers will have

electronic protection known only to appropriate project staff members. Laptop computers will have appropriate precautions (password access) to protect data stored within them.

As a member of this project, I, _____, agree that I will protect the confidentiality of all data related to this project per the conditions above.

I understand that any willful and knowing disclosure of data I have obtained while affiliated with the CEBCP may constitute a violation of law, and will subject the violator to disciplinary action by George Mason University or the [XXXX] Police Department.

This confidentiality agreement in no way obligates the [XXXX] Police Department to provide any information to George Mason University or to participate in this project.

(Signature of employee)

(Date)