

**Department of Economics – Industrial Relations Section - Confidential Data**  
**Room number, 240E**  
**IAB Confidentiality Agreement**

I, \_\_\_\_\_ hereby affirm that I will comply with the rules and policies outlined below and set forth in the social security secrecy pursuant to section 35 of the German Social Code, Book I (Sozialgesetzbuch, SGB I) (attachment I).

- Federal Data Protection Act (Bundesdatenschutzgesetz, BDSG), Section 5, Confidentiality: Persons employed in data processing shall not collect, process or use personal data without authorization (confidentiality). Such persons, when employed by private bodies, shall be obligated when taking up their duties to maintain confidentiality. The obligation of confidentiality shall continue after their employment ends.
- I understand that the data made available by the FDZ of the BA will be kept confidential. The data shall not be combined – not even in extracts – with other micro data. However, parameters at the aggregate level may be added to the data. The FDZ of the BA's consent regarding the aggregate parameters shall be obtained before they are added. Summary descriptions of the data in publications are permitted.
- The Confidential data room is only accessible during normal business hours when PU-IRS Section staff is present and I will not attempt to access the room outside of the specified times.
- The usage of any technical devices such as laptops, tablets, cameras, and mobile phones are strictly prohibited.
- I agree to notify the PU-IR Section of any data quality deficiencies or security gaps with regard to data privacy and data security.
- Any personalized access code from the IAB will be kept confidential and will not be shared with anyone, including PU-IR Section Staff.
- I will refrain from any act intended or likely to deanonymize individual statistical entries in the database or make individual statistical entries available to third parties. If anonymized individual statistical entries in the database become deanonymized, even if not as the result of an act intended for that purpose, to keep these individual statistical

entries confidential and to inform the PU-IR Section directly, without delay, and exclusively of the deanonymization and the circumstances under which this occurred.

- All tables generated from confidential data will be submitted to the IAB for review and approval prior to publication.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

