

DATA ACCESS APPROVAL FORM

Date Requested:

Requestor Information		
First Name	Last Name	Department
Phone Number	Email Address	Job Title

Project Details	
Project Name	
Purpose of Access (Include specific details about the project, research, or analysis that requires access to the data)	
Data Requested (List the specific data or datasets requested. Include the type of data, time period, and any other relevant information)	
Data Security Measures (Outline the security measures that will be implemented to ensure the confidentiality, integrity, and availability of the data. This may include encryption, access controls, and other security protocols)	
Data Access Start Date	Data Access End Date

Justification
Provide a detailed justification for the data access request, explaining why the requestor needs access to the specified data and how it aligns with the organization's goals.

Approver Information	
First Name	Last Name
Job Title/Position	Date Approved

Signature Date:

Signature: