**Agreement - Confidential degree thesis**

(statutory duty of confidentiality under the Public Administration Act)

Clause Degree thesis that contain information subject to a statutory duty of secrecy, pursuant to [Act relating to procedure in cases concerning the public administration](https://lovdata.no/NLE/lov/1967-02-10) (the Public Administration Act), cannot be accessed, nor can they be made available in electronic publishing archives (such as Brage) or otherwise made available, published or utilized.

## *Termination of agreement*

If the reason for confidentiality under the Public Administration Act lapses, the degree thesis can be made available. This may, for example, apply to information that becomes generally known or available elsewhere. Requests for termination of this agreement must be documented and a specific assessment must be made in each individual case.

Completing the form The agreement is completed by the student and supervisor jointly, signed and delivered together with the contract for degree thesis to the faculty for approval. The approved form must be sent to [wiseflow@nmbu.no](mailto:wiseflow@nmbu.no) no later than four (4) weeks before the submission deadline. If there are any changes to the original agreement on a confidential degree thesis according to Public Administration Act, the agreement must be amended.

The faculty archives approved contracts in the student (s)'s student portfolio (s) in P360.

**In accordance with** [**Academic regulations at NMBU**](https://www.nmbu.no/en/students/administration/rules-and-regulations) **the following is agreed upon:**

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| --- | --- |
| **Student(s):** | |
| Student(s)’ name: |  |
| Student number: |  |
| Study program: |  |

|  |  |
| --- | --- |
| **Supervisor:** | |
| Main supervisor: |  |
| Co-supervisor/  external supervisor: |  |

|  |  |
| --- | --- |
| **Degree thesis:** | |
| **NB:** NMBU uses the degree thesis title on transcripts and diplomas, it is recommended that the thesis title does not contain any confidential information. | |
| Thesis title: |  |
| The thesis will be submitted at this faculty: |  |

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| **Confidential degree thesis:** | |
| Duty of secrecy in according to Freedom of Information Act section 13 and Public Administration Act section 13 (<https://lovdata.no/NLE/lov/1967-02-10>) applies among other circumstances when the thesis contains: | |
|  | **Information about someone's personal affairs**; this is information that says something about the individuals' characteristics or actions that are of a delicate or vulnerable nature. |
|  | **Business information and trade secrets;** technical facilities and procedures as well as operational or business matters which it will be of competitive importance to keep confidential for the sake of the person to whom the information relates.  Information subject to a duty of confidentiality that the researcher receives from an administrative body.  Information received from private individuals subject to confidentiality in connection with the research work.  Information concerning persons who are in a dependent relationship with the body (school, hospital, institution, company, public authority, etc.) that has mediated their contact with the student. |
| **NB:** The duty of secrecy pursuant to section 13 shall not prevent information from being used when no legitimate interest indicates that it should be kept secret, for example when it is generally known or generally accessible elsewhere (section 13 a), nu: 3) | |
| **Obligation to notify processing of personal data** If the thesis includes collecting, registration, processing or storing personal data - obligations to notify the Data Protection Service (NSD) likely apply and a notification form must be submitted. [Notify projects that will process personal data.](http://www.nsd.uib.no/personvernombud/en/index.html) | |

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| **Signatures:** \***Must be completed** | | |
|  | Dato: | Signature: |
| Student(s)\* |  |  |
| Main supervisor\* |  |  |
| Co-supervisor/  external supervisor |  |  |
| Dean or the person authorized by the dean\* |  |  |
| Institution/company |  |  |