

Appendix B

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| **Request to access Jobsplus clients[[1]](#footnote-1) and/or Jobsplus employees for research purposes** |
| **(i) Personal Details of Researcher**  |
| Name: |  |
| Surname: |  |
| ID: |  |
| Postal Address: |  |
| On behalf of: |  |
| **(ii) Contact Information of Researcher**  |
| Telephone/ Mobile: |  |
| Email: |  |
| **(iii) Research Information** |
| Research Title: |  |
| Purpose of Research: *(Describe the reason for carrying out your research or attach an existing research proposal)* |  |
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|  |
| Which target group you wish to access? (Jobsplus clients and/or Jobsplus employees) |  |
|  |
| Information required from Jobsplus through interviews/questionnaire: |  |
| Method of Research: |  |
| Sampling description (including sampling population and sample size): |  |
| List of client/s and/or Jobsplus employees which the researcher wishes to access: |  |
| Research Deadline: |  |
| Analysis is planned to be finalized by: |  |
| **(iv) Submission of report** |
| When the analytical study is finalized, a maximum period of one month is being provided for the researcher to provide the Labour Market Analysis Unit with acopy of the report (either a soft copy to: research.jobsplus@gov.mt, or a hard copy to the: Jobsplus, Labour Market Analysis Unit, Hal Far Road, Hal Far, BBG 3000).If a private researcher’s/ company’s request is to be utilized as part of a presentation, a copy of the slide/s (either a soft copy or a hard copy) is to be presented to the Labour Market Analysis Unit.   |
| **(v) Publication**  |
| *When including data/information collected from Jobsplus, the researcher must include the following disclaimer in his/her study:**“The responsibility for the opinions expressed in this publication rests solely on the author(s), and the publication does not constitute an endorsement by Jobsplus of the**opinions expressed in it‟.* |
| **(vi) Declaration by researcher**  |
| *“I hereby declare that all information provided in this information form is true and correct. I agree to abide by the policies outlined by Jobsplus. All information requested is to be utilized solely for research purposes”* Signature: Date: |
| **(vii) Declaration by Company Director (if applicable)** |

*Rubber Stamp:*

*Signature:*

*Date:*

*Director’s name:*

*“I hereby declare that all information requested is to be utilized by the researcher for research”*

*purposes in relation to his/her studies‟.*

1. Jobsplus clients/employees include Lino Spiteri Foundation. [↑](#footnote-ref-1)