

Dear User,

The Cross-National Equivalent Files (CNEF) consist of a subset of variables from the British Household Panel Study (BHPS), the German Socio-Economic Panel (GSOEP), the Household Income and Labour Dynamics in Australia survey (HILDA), the Panel Study of Income Dynamics (PSID), and the Canadian Survey of Labour and Income Dynamics (SLID). The variable subset includes variables that various researchers have developed and recalibrated to be comparable.

To access the BHPS-CNEF, GSOEP-CNEF, or HILDA-CNEF files you must apply for and be approved to use those data by the respective country's data manager. The PSID-CNEF file is public use. The SLID-CNEF file is not actually on the CD - only instructions for how to run programs using the SLID-CNEF file at Statistics Canada (we have a special arrangement).

It is relatively simple to get access to the non public use files of CNEF. The cost to obtain any or all of these files is the same: \$125 (US), payable to Cornell University.

GSOEP-CNEF access procedures

To access the GSOEP-CNEF files you need to apply to the DIW to use the data and sign a contract with them.

STEP 1: Apply for a Contract

Send an email to soepmail@diw.de to request a contract. In your application you will need to describe your project. If you are a graduate student, you must have a faculty member sign the contract. In signing the contract you (he/she) agree to protect the confidentiality of the data.

STEP 2: Send your Contract and Payment to Cornell

Email our project assistant at GSOEP@cornell.edu. We will email you an invoice for \$125 (US). Once the contract is signed with the DIW, you should FAX a copy of it to 607-255-4071. Once we receive your contract and your payment, we will mail you the discs.

The whole process takes about a week or ten days. This application process, by the way, also gives you access to the full GSOEP data which are currently included on the CD.

For more information, visit the following page: www.diw.de/english/sop/faq/

If your question is about	Contact
Completing the DIW contract.	soepmail@diw.de
The GSOEP data	soepmail@diw.de
Receiving a copy of the dataset	cnef@cornell.edu

BHPS-CNEF access procedures

To get access to the BHPS-CNEF files one needs to register with the UK Data Archive (UKDA). The Institute for Social and Economic Research (ISER) at the University of Essex produces the data, but they are distributed by the UKDA. To register, follow these steps:

STEP 1: Apply for an Athens ID

Search for your institution at <http://auth.athensams.net/orglist.php>. If your institution is listed there, apply for an Athens ID from the Athens administrator at your institution.

If your institution is not listed there, complete and submit the UKDA Athens registration form at http://www.data-archive.ac.uk/aandp/access/online_form.asp. Print out and sign the summary page and fax or post it to the UKDA (contact details are provided on the page) or scan and email a copy to help@esds.ac.uk. UKDA will

process the form and an email will be sent to you with your Athens username and password and a link to registration.

STEP 2: Register with UKDA

- 1) Click on the 'Login' link at the top of <http://www.esds.ac.uk> or <http://www.data-archive.ac.uk> and enter your Athens username and password.
- 2) Submit the registration form and agree to the End User Licence.
- 3) Once registration is complete, you will receive a confirmation email.

Once you have received the confirmation email, forward it to cnef@cornell.edu . When we get your registration and your payment, we can send you the data.

If your question is about	Contact
Obtaining your Athens ID	help@esds.ac.uk
The BHPS data	longitudinal@esds.ac.uk
Receiving a copy of the dataset	cnef@cornell.edu

HILDA-CNEF access procedures

To obtain the HILDA-CNEF dataset, you need to apply for permission from the Department of Families, Community Services and Indigenous Affairs (FaCSIA). To initiate this process you need to complete a Deed of Licence and send it to FaCSIA.

STEP 1: Download a copy of the Deed of Licence

You need to complete a paper copy of the Deed of Licence HILDA-CNEF Dataset appropriate to the release for which you are applying. The Deed can be downloaded from the HILDA website at <http://www.melbourneinstitute.com/hilda/>

STEP 2: Complete the Deed

You must read the Deed. By signing it you are signing that you understand all provisions set out in the Deed and are willing to abide by them. Ensure that all parts highlighted in grey are completed with the requested information. Note that completing the Deed will not automatically give you permission for access to the dataset. The Deed is not enforceable until signed by both parties, the first being you and the second being the HILDA authorising officer from FaCSIA.

STEP 3: Lodge the Deed

Send the completed Deed to:

HILDA Applications
Research and Analysis Branch
Department of Families, Community Services and Indigenous Affairs
Box 7788
Canberra Mail Centre
ACT 2610 AUSTRALIA

The HILDA Team at FaCSIA will then process your application. We will contact you if we have any questions or if your Deed is not completed properly.

STEP 4: Notification about your application

The HILDA Team will email you to let you know whether or not permission has been granted. We will also inform the CNEF team at Cornell University. This will indicate to them that FaCSIA has granted you permission to have access to the dataset.

STEP 5: Obtain the HILDA-CNEF Dataset

Once you have received confirmation from FaCSIA, you need to contact the CNEF team at Cornell University (CNEF@cornell.edu) and provide a copy of your contract and your payment. The password to access the dataset will be forwarded to you separately from the dataset itself.

The CNEF team will notify FaCSIA once a copy of the HILDA-CNEF dataset has been provided to you.

Questions:

If your question is about	Contact
Completing the Deed or the progress of your application.	hilda@facsia.gov.au
The HILDA data	hilda-inquiries@unimelb.edu.au
Receiving a copy of the dataset	cnef@cornell.edu

PSID-CNEF access procedures

If you only want to use the PSID-CNEF files you can download them for free from our web site:
<http://www.human.cornell.edu/che/PAM/Research/Centers-Programs/German-Panel/cnef-data-files.cfm>.

If you want the CD with the PSID-CNEF and all other CNEF files on them, send an e-mail message and check for \$125 (made payable to Cornell University) to cnef@cornell.edu. When we get the check, we will send the data.

SLID-CNEF access procedures

To get access to the SLID-CNEF files send e-mail to: CNEF@cornell.edu.

The SLID data are not available outside Statistics Canada. To analyze the data, one needs to submit a program which will be executed against the database. Results will be returned. Although SAS programs are preferred, SPSS and Stata programs will also be accepted. The file pathname is T:\CNEF\SAS_FILES. To submit a program, send an e-mail to the SLID Client Services Unit at Statistics Canada (dynamics@statcan.ca). This option is only available to researchers who have registered and are approved to use the CNEF files.

IMPORTANT NOTE: In the output, users may not include information which could be used to identify individual respondents. A SLID survey officer will scan all output before any output is returned to users. Researchers will be advised if their output is unacceptable for release. They will be required to change their program to comply with Statistics Canada policies.

If your question is about	Contact
Submitting a program	income@statcan.ca
Receiving a copy of the dataset	cnef@cornell.edu

If you have other questions, ask.

Best regards,
Dean Lillard