



## **SCHEDULE F**

**Dated 17 December 2019**

### **Of THE MEMORANDUM OF UNDERSTANDING**

**Between**

**STATISTICS NEW ZEALAND (STATS NZ)**

**And**

**THE MINISTRY OF BUSINESS, INNOVATION AND EMPLOYMENT  
(MBIE)**

**Dated 29 May 2019**

### **Research and Development Survey - 2019**

This Project Schedule is subject to, and forms part of, the MOU between the Parties dated 29 May 2019. Terms used in this Project Schedule have the meaning (if any) given to them in the MOU.

**1. Context**

This schedule concerns the operation of the Research and Development Survey (R&D Survey) for 2019. The R&D Survey is usually run every two years (in even numbered years) by Stats NZ with funding from MBIE. In 2019, only businesses will be surveyed.

**2. Term of Project Schedule**

Unless terminated earlier in accordance with the MOU, this Project Schedule will continue until such time as both parties agree it is no longer necessary, or the later of one of the following:

- a. **31 August 2020;** and
- b. The delivery of the Services and Deliverables in accordance with this MOU.

### 3. Services and Deliverables

The Services and Deliverables to be provided under this Project Schedule are set out below.

*The following Services:*

Running of the R&D Survey in 2019.

*The following Deliverables:*

- Research and Development Survey 2019 information release
- Dataset from R&D 2019 for the Longitudinal Business database (LBD) within the IDI
- Other deliverables as agreed between both parties.

### 4. Intended Use

The Parties may use the Deliverables for the following Intended Use:

*Stats NZ Use of the information*

Stats NZ will release survey results as Official Statistics, with appropriate supporting information re their characteristics.

*MBIE and other approved Researchers using Stats NZ Microdata Access service*

Data will be used by approved researchers through the Data Lab service for bona-fide statistical research purposes only, as per section 37C of Statistics Act 1975.

### 5. Parties Roles and Responsibilities

Each Party's roles and responsibilities in relation to the performance of the Services and delivery of the Deliverables are set out below:

Stats NZ's responsibilities:

*For the R&D Survey 2019:*

Stats NZ shall undertake the R&D Survey.

Stats NZ owns the data collected as part of that survey.

Stats NZ shall grant MBIE access to respondent data, as agreed to by survey respondents on the R&D questionnaire, for the purposes of follow-up research. Note: respondents who do not wish their information shared with MBIE must actively opt out of this sharing arrangement when they complete the survey.

Stats NZ shall grant MBIE access to data collected from the R&D Survey. Use of the data is subject to Stats NZ's standard protocols to protect the confidentiality of businesses supplying the data. The data will be available to MBIE and other government researchers through Stats NZ's Integrated Data Infrastructure (IDI).

Information Release will take the form of a media release and an electronic output which will be available through the Stats NZ website. Stats NZ will advise MBIE of any planned publishing format changes.

Stats NZ has the discretion to make the final decision on the publication date. For example, if the publication date is impacted by external forces, such as delayed availability of input data, Stats NZ will negotiate a revised publication date in consultation with MBIE, and in agreement with the Stats NZ publishing team. In the case of possible delays to the release date Stats NZ will notify MBIE as soon as possible.

MBIE's responsibilities:

*For the R&D Survey 2019:*

MBIE may reproduce the R&D Survey, in whole or in part, or in conjunction with other material, provided they acknowledge the development of the methodology and subsequent production of the R&D Survey by Stats NZ.

MBIE will abide by Stats NZ's standard protocols to protect the confidentiality of businesses supplying the data.

MBIE will use reasonable endeavours to communicate with Stats NZ about the planned release of all products or publications drawing on R&D Survey data, or where R&D Survey data is a significant input.

Each Party's Key Contact Person for this Project Schedule is set out below:

Key Contact Persons	MBIE	Stats NZ
	Dafydd Davies Manager, Science and Innovation Evidence & Insights	Geraldine Duoba Manager, Business Performance Statistics

**6. Deliverables/ Milestones**

Deliverable/Milestone	Due date
R&D Survey 2019 first information release	17 April 2020
Dataset from R&D Survey 2019 for the Longitudinal Business Database (LBD)	August 2020 (approx)

**7. Charges**

The Charges payable are calculated as follows:

MBIE shall pay Stats NZ a total of \$360,000 + GST for the 2019 R&D Survey on invoices as set out in the table below.

**8. Invoice Terms**

Invoice in instalments on the invoice dates set out below:

<b>Instalment (plus GST (if any))</b>	<b>Date due for payment</b>
Instalment 1, R&D 2019: \$120,000 + GST	December 2019
Instalment 2, R&D 2019: \$120,000 + GST	March 2020
Instalment 3, R&D 2019: \$120,000 + GST	June 2020

**9. Reporting and Meeting Requirements**

The parties may agree to meet, communicate or report in varying ways.

**SIGNED BY**

**SIGNED** for and on behalf of )

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)  
**THE SOVEREIGN IN RIGHT OF NEW**  
**ZEALAND** acting by and through the  
Chief Executive of the **MINISTRY OF**  
**BUSINESS, INNOVATION AND**  
**EMPLOYMENT** (or his or her authorised  
delegate) by )

**Megan Main** )

\_\_\_\_\_  
[Print Name] )

Signature

**DCE Corporate, Governance and  
Information**  
\_\_\_\_\_  
Position

Date:

17/12/2019

**SIGNED** for and on behalf of )

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)  
**THE SOVEREIGN IN RIGHT OF NEW**  
**ZEALAND** acting by and through the  
Chief Executive of **STATISTICS NEW**  
**ZEALAND** (or his or her authorised  
delegate) by )

**RICHARD EVANS** )

\_\_\_\_\_  
[Print Name] )

Signature

Position

Date:

2019-12-18

