

## **POLICY ON RELEASE OF ARL SALARY SURVEY DATA TO RESEARCHERS**

The data collected for the Annual Salary Survey of the Association of Research Libraries are the property of the Association and may not be used for any purpose except as authorized by ARL. The Association recommends that researchers using the ARL salary data keep members of the Committee on ARL Statistics and/or ARL Office staff apprised of the progress and results of their research. Committee members who are familiar with ARL libraries and possible peculiarities in the data base may be of help to researchers in interpreting results.

The Salary Survey data are highly confidential and, unlike the ARL Statistics data, are not made generally available. However, the Association may elect to release tapes of the Salary Survey data to qualified researchers under the guidelines specified below.

1. Requests for tapes of the Salary Survey data are reviewed by the Committee on ARL Statistics which will determine on a case-by-case basis whether to recommend release of the data. In reviewing requests, the Committee will consider, among other factors, the serious intent and qualifications of the researcher and the extent to which the project proposed is in keeping with the mission and objectives of the Association.
2. If approval of a request is recommended by the Committee on ARL Statistics, the ARL Office can authorize release of a tape or tapes of the data.
3. Tapes released to outside researchers will contain no identifying codes for specific institutions, i.e. the data will be "institution-blind." However, each institution's data will be separately coded, with indication of geographic region and of whether the institution is private or public. Additional codes may be requested, provided they are practical to apply and do not compromise the confidentiality of the data.
4. Requestors will be expected to pay all direct costs of removing institutional codes, adding additional codes, and reproducing the data.
5. To protect confidentiality of the data, requestors must comply with the following conditions:
  - a. No figure which describes or is derived from the salaries of fewer than four individuals may be published.
  - b. No information may be published, circulated, or discussed that would reveal the identity of any library or individual, either implicitly or explicitly. Papers prepared for publication using the Salary Survey data may be reviewed by the Committee on ARL Statistics to ensure that libraries or individuals are not inadvertently identified.
  - c. The data may not be provided to a third party without ARL's written authorization to do so.
6. By consent of the Committee on ARL Statistics, the American Library Association may ask individual institutions to permit release of their data directly from ARL to ALA, to avoid unnecessary duplication in survey requests.

**Adopted January 31, 1984**  
**ARL Board**  
**Revised May 1990**

