



## The Norwegian Mother, Father and Child Cohort Study

### Transfer of human biological material to laboratory and return of analytical data and metadata.

**The Norwegian Mother, Father and Child Cohort study (MoBa)** and the **PROJECT** have concluded a Material Transfer Agreement (MTA) regulating their obligations and rights. MoBa will transfer human biological material directly to the **LABORATORY**, which is not a party to the MTA, and a condition for such transfer is that the LABORATORY undertakes to and performs the work in accordance with the terms set out in the MTA. The LABORATORY must guarantee to comply with and perform any and all analyses in accordance with the following conditions and terms.

#### TERMS AND CONDITIONS

**Biological material and analysis:** MoBa shall provide the LABORATORY with biological material as described in the MTA. The biological material will be sent in individual vials labelled with unique laboratory numbers given by MoBa to the LABORATORY. The LABORATORY shall perform the analysis described in the MTA.

**Analysis report:** The LABORATORY and the PROJECT shall provide MoBa ([biobank-bioretrieval@fhi.no](mailto:biobank-bioretrieval@fhi.no)) with a completed analysis report when analysis has been completed. Templates will be sent to LABORATORY and PROJECT when samples are shipped.

- All sections of the analysis report relating to sample processing and handling, as well as analytical methods and hardware, should be completed with as much detail as possible.
- The LABORATORY is required to list all samples (using the RetrievalDetail-ID received with the samples) which failed to produce analytical data, along with an explanation that describes the origin or cause of this failure.
- The LABORATORY will inform MoBa of any known batch effects or variations in the dataset (intra and inter variation), if applicable.

**Analytical results and metadata:** All analytical data procured from all analysis of MoBa biological material with associated metadata must be returned to MoBa. To ensure the reliability and sustainable reusability of these data (in accordance with FAIR principles) the following data must be returned to MoBa (if applicable):

- Raw data and quality-controlled data (using the RetrievalDetail-ID to label data)
- Units of measurement for each analysis (e.g. each metabolite) measured
- Limits of detection or limits of quantification for each measurement
- Detailed information on cases and controls
- Detailed information on sample preparation and methods for data acquisition.

**Data transfer:** The procedure for transferring data will be agreed upon with MoBa. Contact the biobank ([biobank-bioretrieval@fhi.no](mailto:biobank-bioretrieval@fhi.no)) to arrange data transfer. **Do not send analysis results to the biobank by email.**

- Smaller files containing analysis results may be sent by email and must be encrypted to prevent unauthorized access by anyone other than the recipient. The password must be transferred separately from the analysis results.
- Information on transferring large data files (e.g. GWAS, EWAS etc.) to MoBa may be found here: <https://github.com/folkehelseinstituttet/mobagen/wiki/Returning-data-to-NIPH>

**Remaining biological material:** After finalizing the approved analytical work, including quality control, or when the MTA between the PROJECT and MoBa expires, whichever comes first, any remaining biological material at the LABORATORY shall be destroyed and any remaining analytical data shall be deleted. The LABORATORY may be asked to provide a written confirmation that any remaining biological material has been destroyed. Further, the LABORATORY is obliged to promptly and appropriately destroy specific data on MoBas request if MoBa makes such request based on participants withdrawing their consent.

**Other:** LABORATORY cannot claim ownership to any inventions made by their employees as a result of analysing the biological materials.

Contact information: NIPH Biobank: [biobank-bioretrieval@fhi.no](mailto:biobank-bioretrieval@fhi.no)