

Restricting Access to Thesis Form

The University of Surrey is a designated public authority under the Freedom of Information Act 2000. This Act gives a general right of access to all information held by the University, including information held in the SRI Open Access repository, such as your e-thesis.

There are a number of exemptions allowed under the Freedom of Information Act 2000, which can be used to request an 'embargo', i.e. restricting the public from accessing your e-thesis. The exemptions, along with corresponding embargo periods (how long a restriction may last), are listed on the Restricting Access Form below.

If you wish to make a request using one or more of the exemptions listed, you must complete the Restricting Access Form, and talk to your principal supervisor who will be required to sign this form to indicate that the supervisory team agree with your decision on restricting access to your thesis. If the exemption concerns a patent or a commercial interest, the form must also be sent to the Director of Technology Transfer for consideration.

You must indicate in the space provided in the form, which exemption you are claiming and why you feel an exemption is applicable. However, if a specific request for your thesis is received prior to the expiration of any applicable embargo, the University is still obligated to consider the request and act in compliance with the Act. Compliance may include disclosure of your thesis.

The form should be submitted to the principal supervisor at the time of completing the Entry Form for Examination, so that there is ample time for your request to be considered prior to the submission of your final thesis (i.e. the 'Version of Record' as approved by the examiners). **Once signed, scan and save the form and keep the file safe. You will need to upload and deposit it along with your final thesis into SRI Open Access.**

Restrictions are usually granted for a limited period of time – normally up to a maximum of three years – but can be considered for renewal on request.

If the request is applied to your thesis, your thesis will not be made available for public access until the embargo has expired. However, the title of your thesis and abstract (the metadata) will be made available via the University e-theses repository: SRI Open Access repository and EThOS, the British Library Electronic Theses Online Service.

Candidate's details:

Degree for which thesis is being submitted Choose an item.

Surname: CARMINATI

First name: LARA

Department: SURREY BUSINESS SCHOOL, PEOPLE & ORGANISATIONS

Faculty: Faculty of Arts and Social Sciences

Candidate declaration:

I wish to restrict public access to my Thesis on the grounds of exemption(s) allowed under the Freedom of Information Act 2000.

The following exemptions may apply to my material (please provide a supporting statement under the selected exemption):

The material is due for publication or I am actively seeking to publish this material (Section 22).
Embargo period: **1 year**

My thesis is a 'thesis by publication' and some journals/publishers (e.g. Sage) consider PhD theses being in an open repository as 'prior publications'.

The material includes information that was obtained under a promise of confidentiality (section 41).

Embargo period: **3 years**

[Click here to enter text.](#)

The material contains personal information about you or a third party for which disclosure would breach the Data Protection Act or otherwise endanger the health and safety of you or a third party. (Section 40).

Embargo period: **3 years**

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Release of the material would prejudice substantially the commercial interests of any person (Section 43).

Embargo period: **2 years**

[Click here to enter text.](#)

Release of the material would prejudice substantially filing a patent or a patent is associated to a thesis.

Embargo period: **2 years**

[Click here to enter text.](#)

Signature:	<i>[Handwritten Signature]</i>
Date:	17/02/2020

Supervisor's endorsement:

I confirm that I agree with the decision indicated on the form by the author of the thesis with respect to access to the thesis.

Principal Supervisor's name:	Dr. YingFei Héliot
Signature:	<i>YingFei Héliot</i>
Date:	18.02.2020

Director of Technology Transfer's endorsement:

I confirm that I agree with restricting access to the thesis due to commercial interest or patent.

Director's name:	Dr Claire Thorne
Signature:	
Date:	

This form must be completed by the PhD student and deposited along with the **final** thesis on SRI Open Access.