“NOVEL INTEGRATED SOLUTION OF OPERATING A FLEET OF DRONES WITH MULTIPLE SYNCHRONIZED MISSIONS FOR DISASTER RESPONSES”

ResponDrone

D1.2 “H – Requirement No.2”

Project Deliverable Report

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Approvals

	Name	Organisation	Date	Signature (initials)
Coordinator	Max Friedrich	DLR	28.10.2019	M.F.
WP Leaders	Max Friedrich	DLR	28.10.2019	M.F.

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1. Executive Summary

This deliverable provides information on the procedures related to informed consent. The informed consent form that will be handed out to every research participant who takes part in any study within ResponDrone is presented in this document.

2. Introduction

Informed consent is a necessary process when conducting research with human participants. The participant must give permission that the research may be conducted on him/her. The informed consent must be documented on a signed and dated document. Informed consent should follow the guidelines of research ethics inter alia established in the declaration of Helsinki (DoH). With emerging information and communication technologies several research papers have been published that discuss ethical issues related to experimentation on humans and respective informed consent procedures (e.g. [1]). In order to give informed consent, the participant needs to be provided with all relevant facts about the research to be conducted and s/he needs to be mentally accountable for his/her actions.

3. Informed consent Procedures in ResponDrone

If a research participant participates in a research study in ResponDrone, s/he will be informed about

- the aims and objectives of ResponDrone,
- what the research will involve,
- the criteria as to which the participant was chosen to take part in the study,
- the right to withdraw at any point
- which data is being obtained and why and how it will be used
- possible disadvantages and advantages
- the data subject rights.

Before the research study begins, the participant information sheet (presented in section 4) and the informed consent form (presented in section 5) are handed out to the participant. The participant will then be asked to thoroughly read participant information sheet and ask if anything remains unclear. The participant will then be asked to give consent to the statements presented in the informed consent form presented in section Statement of informed consent and sign the form. If the participant does not sign the form, s/he will not be admitted to take part in the study. The participant information sheet and the informed consent form are presented in the following sections.

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4. Participant information sheet

RESPONDRONE - NOVEL INTEGRATED SOLUTION OF OPERATING A FLEET OF DRONES WITH MULTIPLE SYNCHRONIZED MISSIONS FOR DISASTER RESPONSES

You have been invited to take part in the European Commission funded ResponDrone project, coordinated by the German Aerospace Center (DLR) in Braunschweig, Germany. [RESEARCHER(S) at INSTITUION(S)] will be conducting this research. Your participation is voluntary, and you are free to withdraw your participation at any time. Before you decide whether or not to take part, you should understand why the research is being done and what it will involve. Please take time to read the following information carefully and feel free to ask questions.

1. THE PROJECT
   ResponDrone is an international project co-funded by the EU and the Korean government, which is dedicated to developing and applying a situational awareness system in emergency situations, providing critical information and communication services to first responders.
   The three-year project aims to develop an integrated solution for first responders to easily operate several drones with multiple synchronized missions to enhance their situation assessment capacity and own protection. The ResponDrone Project mission is to enable emergency response teams to respond more rapidly, effectively and efficiently to an emergency or disaster and therefore save more lives. The fleet of drones will provide enhanced capabilities to support mission assessment, search and rescue operations, as well as forest fire fighting.
   This research runs from May 2019 to April 2022. More information may also be found at https://ResponDroneproject.com/ . The ResponDrone consortium consists of 20 organisations from Industry, Public Sector and Academia

2. WHAT WILL THE RESEARCH INVOLVE?
   ResponDrone includes a wide set of research in which you could participate, namely interviews, workshops, and surveys, with consortium members and relevant stakeholders:
   Interviews: questions about your experiences in first responder's mission planning and requirements, work flow, data flow and requirements, drone operations, technological drone architectures, and related technologies. The interview will take 30-90 minutes, in person or virtually, e.g. on Skype.
   Surveys: questionnaires on specific issues in emergency response, drone operations or related topics.
   Workshops: various stakeholders assembled to consider the practicalities of your work. We may shadow an individual or group, observe interactions, or gather information on user experiences.

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By taking part in any of these activities, you will be asked to provide the following information:
1. Your name, professional affiliation, age range and contact information.
2. Your personal and professional views and experiences as they relate to the activities above.
3. Photographs, audio, and/or video recordings of your participation in ResponDrone research activities (e.g. documentation of discussions in workshops or activities in demonstrations).

3. WHY HAVE I BEEN CHOSEN?
You have been invited because of your experience and ability to articulate the needs of stakeholders in ways that can be informed and be engaged with in complex and cross-disciplinary situations.

4. DO I HAVE TO TAKE PART?
Your participation is entirely voluntary. You are free to leave at any time, without giving reason and without any consequences on you or your future participation in the project. You are free to refuse to answer any questions or provide any information. If you were invited to participate by your employer or university, be assured that you are under no undue pressure, advantage, or disadvantage to take part. You have the right to ask questions and receive understandable answers before making any decision.

5. WILL I BE RECORDED AND HOW WILL THE RECORDED MEDIA BE USED?
Observer notes, audio and/or video recordings of your activities may be made during this research. Your participation will be used to inform our user requirements, revise system design, and develop the ResponDrone system with respect to responsible use. Additionally, the information that you provide may be used to write articles for peer-reviewed journals and relevant industry magazines, for presentations at conferences and workshops, and in the promotion of ResponDrone in general. No other use will be made of them without your written permission. You can review any recording and notes upon request.

6. WHAT ARE THE POSSIBLE DISADVANTAGES OF TAKING PART?
There is a small risk that you may share some confidential information by chance or that you may feel uncomfortable talking about some issues. You can inform us at any time, if you decide you do not want to have something you said or did being used for ResponDrone research purposes. There is a small risk in terms of entrusting your personal data to the research team. To mitigate this risk, we have outlined strict privacy and data management procedures, in line with the applicable National and EU

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regulations, including the requirements of the Regulation EU 2016/679 (General Data Protection Regulation).

7. WHAT ARE THE POSSIBLE BENEFITS TAKING PART?
   Whilst there are no immediate benefits, this work will contribute to future improvements in emergency response capabilities and assistance. You will not be provided any incentive to participate.

8. RIGHT TO WITHDRAW
   You may withdraw your consent from this project at any time without giving a reason. To do so, simply contact the researcher or project coordinator. You will be asked whether you would like us to delete your data or whether you are fine for these data to continue to be processed. You may be asked why you have decided to withdraw, but you are under no obligation to give a reason.

9. PRIVACY NOTICE
   Your personal data will be processed so long as it is required for the research project. We will anonymize the data you provide us to the extent possible. We will only collect and process data that is strictly necessary for running the research, for our internal processing, administrative purposes, and to enable us to contact you if we require further information. The record of your participation will be kept in a file separate from the research data. These data will not be shared with or disclosed to anyone outside the research team.
   All information we collect about you will be kept strictly confidential unless we are required to share your information with the European Commission as part of our obligations. However, the researcher is obliged to report any possible harm/danger to the participant or others to the relevant authorities. If this was the case, we would inform you of any decisions that might limit your confidentiality. All data will be encrypted, stored on password protected computers, in a secure location at RESEARCHER(s) INSTITUTION(s), and shared through a secure online platform managed by DLR. This information will be retained for the lifetime of the project. After the research ends, it will be either permanently and irrevocably deleted after a maximum of 12 months or archived for continued research in line with the EU General Data Protection Regulation and the other applicable national and supranational data protection laws.

10. DATA SUBJECT RIGHTS
    You have the right to information regarding what is collected and processed, to access to your data being processed, to delete or make any changes to this information, and to restrict processing. You have the right to receive requested information in a time-limited fashion. If you are concerned or have questions about how your personal data is being

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processed, you have the right to contact both the consortia lead and any member of the consortium.

11. CONTACT FOR QUESTIONS, CONCERNS, OR FURTHER INFORMATION
    If you have any questions about this research or your prospective involvement in it, please contact:
    Deutsches Zentrum für Luft- und Raumfahrt e.V. (DLR)
    Institut für Flugführung | Lilienthalplatz 7 | 38108 Braunschweig
    Mr. Max Friedrich
    Phone: +495312953655
    E-Mail: max.friedrich@dlr.de

5. Statement of informed consent

By signing this form, you agree to take part in the ResponDrone research. The nature of the research, your involvement in it and your rights regarding your participation in the Action are explained in the Information Sheet accompanying this form.

Please place an "X in the boxes" to affirmatively consent to the following statements.

1. I confirm that I have read and understood both this form and the accompanying Information Sheet. I had the time and opportunity to ask questions as needed.
   □ Yes □ No
2. I understand that I am free to withdraw my consent at any time without giving reason.
   □ Yes □ No
3. My personal data can be gathered to be used, stored and shared in the ways described on the accompanying Information Sheet.
   □ Yes □ No
4. Data from my participation can be used to inform ResponDrone user requirements, revise design, and develop ResponDrone system concepts.
   □ Yes □ No
5. Data from my participation may be used to write articles for peer-reviewed journals and relevant industry magazines, for presentations at conferences and workshops.
   □ Yes □ No
6. Data from my participation may be used in the promotion of ResponDrone in general.
   □ Yes □ No
7. ResponDrone may take research notes or audio recordings of my activities as I participate in ResponDrone.
   □ Yes □ No
8. I give my consent to be identified in any public reports.
   □ Yes □ No

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9. I consent to having photos or videos taken of me for research purposes.
   □ Yes □ No
10. I consent to having photos or videos taken of me for communication purposes.
   □ Yes □ No
11. I agree to be quoted directly.
   □ Yes □ No
12. I would like to receive updates on the progress and findings of the project.
   □ Yes □ No
13. I agree to voluntarily take part in the ResponDrone research.
   □ Yes □ No

Participant Consent
Name .....
Affiliation .....
Contact .....
Age Range □ 18-30; □ 30-50; □ 50-60; □ over 60.
Signature ..... Date ..... (Day/month/year)

Statement by the Researcher taking consent
I have accurately provided the information sheet to the participant and, to the best of my ability, made sure that the participant understands it. I confirm that the participant was given an opportunity to ask and get answers to questions about ResponDrone, the research activity he/she will be involved in. I confirm that the participant has given consent freely and voluntarily.

Name of Researcher _____
Signature of Researcher_____
Date _____ (Day/month/year)

6. References

[1] Stahl, B. C., Timmermans, J., & Flick, C. (2017). Ethics of Emerging Information and Communication TechnologiesOn the implementation of responsible research and innovation. *Science and Public Policy*, *44*(3), 369-381.

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