



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

ResponDrone

D1.9 “POPD – Requirement No. 9”

Project Deliverable Report

Deliverable Number: **D1.9**

Deliverable Title: **POPD – Requirement No. 9**

Author(s): **Max Friedrich, Joonas Lieb, Michael Borkowski, Liesa Boghaert**

Work Package Number: **1**

Work Package Title: **Ethics**



This project is funded by the European Union's H2020 Research and Innovation Programme and the Korean Government under Grant Agreement No. 833717
<https://respondroneproject.com/>

RESPONDRONE Project Information	
Project full title	Novel Integrated Solution of Operating a Fleet of Drones with Multiple Synchronized Missions for Disaster Responses
Project acronym	RESPONDRONE
Grant agreement number	833717
Project coordinator	Max Friedrich, DLR
Project start date and duration	1 st May 2019, 36 months
Project website	https://respondroneproject.com/

Deliverable Information	
Work package number	1
Work package title	Ethics
Deliverable number	D1.9
Deliverable title	POPD – Requirement No. 9
Description	Detailed information on the informed consent procedures with regard to the data processing within ResponDrone.
Lead beneficiary	DLR
Lead Author(s)	Joonas Lieb
Contributor(s)	Michael Borkowski, Robert Geister, Liesa Boghaert, Max Friedrich, Niels Vandezande
Revision number	V1.0
Revision Date	24.10.2019
Status (Final (F), Draft (D), Revised Draft (RV))	F



Dissemination level (Public (PU), Restricted to other program participants (PP), Restricted to a group specified by the consortium (RE), Confidential for consortium members only (CO))	CO
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Document History			
Revision	Date	Modification	Author
0.1	22.10.2019	Initial draft	Joonas Lieb
1.0	24.10.2019	Final release	Joonas Lieb

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 detailed information on the informed consent procedures with regard to the data processing within ResponDrone. This document highlights the procedures which have been implemented in ResponDrone and followed by the research team in order to process data collected from human research participants.

2. Introduction

This document outlines the procedures that have been implemented within the ResponDrone project in order to ensure a safe and secure processing of data collected from research participants. Under the laws of General Data Protection Regulations (EU) 2016/679 (GDPR) [1] ResponDrone is obliged to implement data protection procedures for the research participants that meet the standards of the GDPR.

2.1 Aim

The aim of this deliverable is to describe the already established procedures within this project in order to give research participants the control of their personal data.

3. Informed Consent Procedures

One key element in order to conduct research with human participants is to seek informed consent of all research participants who are taking part in the research activities. The GDPR requires that the consent will be given freely, specific, informed and by a clear affirmative act [1]. In order to comply with the GDPR guidelines the ResponDrone project has created a written *Statement of Informed Consent* in combination with a *Participant Information Sheet*. Both written documents were and will be provided to the research participants in person before the research study.

The *Statement of Informed Consent* explains the objectives and aims of ResponDrone in detail. Further, it describes what the participation in the research study will entail for the participants and lists potential risks in being involved in the research. By signing the *Statement of Informed Consent* (see deliverable D1.2 “H – Requirement No.2”) participants give their permission to process their data within the research project. In combination with a *Participant Information Sheet* (see deliverable D1.2 “H – Requirement No.2”) the *Statement of Informed Consent* will be handed out to the research participants for signing. Each ResponDrone project partner will keep records documenting the handout and signature of the Participant Information Sheet as well as the Statement of Informed Consent, which have been provided to the participants.

The *Participant Information Sheet* describes the following topics in detail:

- 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.

4. Data processing procedures

In the Participant Information Sheet the participants will be informed about the data processing procedure outlined in this section. All collected data will be processed so long as it is required for the research project. The data will be stored in an anonymized manner. Participant's participation records 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.

Furthermore, all collected data will be kept strictly confidential unless it is required to share it with the European Commission as part of the project's obligations. All data will be encrypted, stored on password protected computers, in a secure location and shared through a secure online platform managed by DLR. The data will be retained for the lifetime of the project. After the project ends, it will be either permanently and irrevocably deleted after a maximum of 24 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.

5. Templates

Templates of the *Participant Information Sheet* as well as the *Informed Consent Forms* for the ResponDrone project are part of the Ethics deliverable *D1.2 "H – Requirement No.2"*.

