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Boosting DR through increased communIty-level consumer engaGement by combining Data-driven and blockcHain technology Tools with social science approaches and multi-value service design

Deliverable D10.1 H-Requirements no. 1

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List of Acronyms and Abbreviations

AI	Artificial Intelligence
APC	Asociatia Pro Consumatori
ASM	ASM Terni S.p.a
BRIGHT	Boosting DR through increased communIty-level consumer engaGement by combining Data-driven and blockcHain technology Tools with social science approaches and multi-value service design
CA	Consortium Agreement
CEL	CyberEthics Lab. Srls
CEN	Centrica Business Solutions Belgium N.V. (Centrica)
COM	COMSENSUS, Komunikacije in Senzorika, DOO SI
Consortium	Means the consortium created by the execution of the CA
Coordinator	Means ENG
DoA	Description of actions
DOMX	DOMX PRIVATE COMPANY
DR	Demand Response
DuCoop	Nieuwe Dokken Cooperative CBVA
EC	European Commission
EDPB	European Data Protection Board
EMOT	Emotion Srl
ENG	ENGINEERING Ingegneria Informatica S.p.a
EU	European Union
GDPR	General Data Protection Regulation no. 679/2016
IMEC	IMEC
ISKRA	ISKRAMECO
Partner	Means the BRIGHT partners as indicated within the CA
Project	Indicates the present project
RES	Renewable Energy Sources
SONCE	SONCE New Energy Ltd.
SUN	SunContract OÜ
TNO	Nederlandse Organisatie voor toegepast-natuurwetenschappelijk Onderzoek
TUC	Technical University of Cluj-Napoca
VPP	Virtual Power Plants
WP	Work Package
WP29	Working Party 29
WVT	WATT+VOLT S.A

Table 1 List of Acronyms and Abbreviations

Executive Summary

The present deliverable **D10.1**:**H - Requirement No. 1** defines arrangements, procedures and criteria that will be used to recruit human and research participants in the Project. The key ethical issues concerning the recruitment of human beings in the planned research activities of BRIGHT will be identified and established according to EU framework.

This document covers the requirement of the procedures and criteria that will be used to identify/recruit research participants.

At this stage – since the exact plan for pilots, training activities and any methodological tools to identify/recruit research participants is still in development – the present deliverable contains a roadmap of the main and most significant recruitment criteria and procedures. It follows that no such research has yet started in the framework of the present project.

As a final remark, please consider that the present deliverable should be read in conjunction with deliverable D10.2 – POPD – Requirement no.2 concerning the identification of security measures and informed consent procedures that will be implemented in case of personal data processing activities.

1 Introduction

Demand Response (DR) opportunities could potentially improve thanks to the increasing electrification of heat and transport and larger deployment of decentralized Renewable Energy Sources (RES). However, tecnology immaturity, regulatory fuzziness, and distorted business framework are limiting the extent of DR exploitation at residential consumer's level.

BRIGHT aims to put individual consumers at the centre of the process within a DR consumer engagement framework combining social-science driven user experience design and monetary and non-monetary incentives, in a participatory co-creation process. The DR framework will leverage innovative technologies, including Digital Twin models, Virtual Power Plants (VPP) based on multi-layer blockchain smart contracts, and artificial intelligence (AI) driven services for energy (power, heat, gas), mobility, health (comfort), smart home. The tools, services, and the undelying enablers will be deployed in 4 demo sites in Belgium, Slovenia, Italy, and Greece, targeting around 1000 consumers in a variety of different community configurations. The validation will be complemented in a early stage by a lab-based validation in the Netherlands.

For the purposes of fulfilling Project's objectives, it is possible that Partners might involve individuals external to the Consortium in different set of research activities.

1.1 Purpose

The present deliverable illustrates the procedures and criteria that will be used to identify/recruit research participants providing also for the informed consent procedures that will be implemented for the participation of humans in Project's research activities.

1.2 Relation to Other Activities

The present deliverable should be read in conjunction with D10.2 – POPD Requirements no.2 regarding the informed consent procedure that will be followed by Partners when personal data processing will be performed in Project's research activities, as well as the security measures to be implemented either at Consortium and Partners level to protect the said personal data.

Moreover, in consideration to the importance of the principles and procedures illustrated in the present document, the same should also be used as starting point whenever for Project's research reasons Partners will processe personal data and/or start any specific research activity related to the Project

1.3 Structure of the Document

The document is composed of 4 different sections and 2 annexes. In particular after having identified the most relevant and applicable ethical guidelines and principles that will be followed for the entire duration of the Project, in section 3 the document identifies the procedure that will be followed by Partners to involve individuals external to the Consortium.

2 Ethics principles in BRIGHT research activities: conceptual framework

As already stated in section 5 of the Project's proposal, the respect of ethics principles (to be intended in the broadest meaning as possible) represents one of the key aspect of the entire BRIGHT research activities.

It is in this light therefore that should be considered that the main ethical background of the Project consists into ensuring respect for people and for human dignity,fair distribution of the benefits and burden of research, and that we will protect the values, rights and interests of the participants.

BRIGHT's research activities will be aligned to this background, carrying them out with regard to ethical implications and respecting ethical codes and regulations stemming from international and national laws and EU directives (with a specific attention to the countries where pilots, use-cases and tests will be performed).

The following list mentions the background that will be continuosly taken into consideration during the deployment of the different research activities:

- *Nuremberg Code* (1947)[1];
- *Convention for the Protection of Human Rights and Dignity of the Human Being* (Oviedo, 4 April 1997) (Oviedo Bioethics Convention)[2];
- *Charter of Fundamental Rights of the EU* (2000/c 364/01)[3];
- *General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679[4]);*
- *European Charter for Researchers* (2000)[5];
- *European Code of Conduct for Research Integrity* (ALLEA 2017)[6];
- *Ethics in Social Science and Humanities* (European Commission, DG Research and Innovation, 2018)[7];
- *Horizon 2020 regulations[8];*
- *Guide for Research Ethics Committee Members* (Steering Committee on Bioethics, 2010)[9].

During the entire durantion of the Project, each Partner, as well as the Consortium as a whole is committed to respect and rigourously apply all the relevant ethical standards and principles, having regard in particular to Horizon2020 guidelines. In addition, considering also the great variety of nationals involved in the Project, each Partner is also committed to respect the applicable national legislation (notably in the countries where the project activities involving human beings will be carried out).

As a general rule, Project activities will be conducted basing on the following ethical ground rules:

- **Respect for persons**: research will aim to maximise benefit for individuals and society and minimise risk and harm; the rights and dignity of individuals and groups will be respected. In this respect, complying with the *European Charter for Researchers*, BRIGHT has the

[1] https://globalhealthtrainingcentre.tghn.org/site_media/media/medialibrary/2011/04/BMJ_No_7070_Volume_313_The_Nuremberg_Code.pdf
[2] https://www.coe.int/en/web/bioethics/oviedo-convention
[3] https://www.europarl.europa.eu/charter/pdf/text_en.pdf
[4] https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679&from=EN
[5] https://www.euraxess.at/sites/default/files/am509774cee_en_e4.pdf
[6] https://allea.org/code-of-conduct/
[7] https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020_ethics-soc-science-humanities_en.pdf
[8] https://ec.europa.eu/research/participants/data/ref/h2020/legal_basis/fp/h2020-eu-establact_en.pdf
[9] https://www.coe.int/t/dg3/healthbioethic/activities/02_biomedical_research_en/Guide/Guide_EN.pdf

considerable responsibility for the people involved in the research action and for their rights, safety, well-being and interests (or dignity, integrity, rights, and autonomy)

- **Gender balance**: gender balance will be ensured in the composition of research teams, groups of volunteers involved in pilot trials, according to the research process for Horizon 2020.
- **Non discrimination**: during the recruitment activities, and in the course of the research activities, no forms of discrimination (including but not limited to the ones based on gender, nationality, language, or on any other feature) will take place.
- **Voluntary and appropriately informed participation**: for each investigation activity, details on the used procedures and criteria will be readily made available to the participants. It is at the participant's discretion as to whether s/he wishes to participate in the investigation activity or not. Their consent to participate will be given freely and based on an understanding of the risks and benefits, while avoiding unfounded expectations. They will have chance to judge whether it is worthwhile taking the time and making the effort to share information with the project. Participants will be asked to give their informed consent to participation as part of negotiating the terms of the relationship with the research team. In addition, the involved participants will be adults voluntarily engaged, based on direct negotiation on the set-up of the research and the potential risk of being harmed in any way. The project will avoid invading privacy, maintain confidentiality of data, obtain informed consent and remain available for the whole process for providing any necessary information.
- **Responsible conduct requiring**: the Consortium will carry out both ethical and regulatory responsibilities to protect the welfare and interests of individuals, to design the project activities so as to minimize risks to them. Project activities will be conducted with integrity, transparency and independence avoiding conflicts of interest, while lines of responsibility and accountability will be clearly defined.
- **Mutual duty of care**: all research partners will have a mutual duty of care to each other and to maintain the project's autonomy. They also will have a duty of care to participants in ensuring that they are not put at risk of harm, as a result of their participation.

2.1 Good research practices and research integrity

To ensure the respect of the principles illustrated in the previous paragraph, specific research practices will be adopted aimed to:

- enhance the research environment;
- stimulate training, supervision and mentoring;
- promote open, transparent and non-discriminatory research procedures;
- incentive collaborative working;
- provide transparency for results of publication and dissemination avoiding research misconducts such as: whistle blowing; fabrication, falsification and image manipulation; plagiarism; duplicate and redundant publication.

As last remark, good research practices are based on research integrity. Ensuring a good research environment means increasing trust in researchers who will be better engaged with the practical, ethical and intellectual challenges inherent in their research. Thus, the key principles of research integrity will be important recruitment criteria of BRIGHT: "reliability", "honesty", "respect", "accountability" (European Code of Conduct for Research Integrity (ALLEA 2017).

3 Individual recruitment in BRIGHT

During the first month of the Project (i.e. in November 2020) CEL submitted to all the BRIGHT Partnerns a Data Protection Questionnaire.The aim was to better understand some aspects of the Project from an ethics and data protection point of view. In particular, among the questions submitted, CEL asked Partners to answer whether or not they will involve individuals (i.e. human beings external to the Consortium) for the purposes of performing some of the research activities. In this respect, some of the Partners declared that they might involve individuals (also external to the Consortium) to join some Project's research activities.

In particular, in order to better understand on which extent Partners will involve individuals, the activities envisaged by the Project have been clustered in the following macro-categories of activities:

- Project management (e.g appointing members of the advisory board);
- IT development (e.g. WP2, WP 4, WP5, WP6 and WP7 activities);
- WP3 activities;
- Pilots' activities;
- Dissemination, Communication, and Exploitation.

In this respect, in consideration to the early stage of the Project, Partners have been given the possibility to answer with "yes", "no", "maybe" or "N/A" (applicable towards those Partners that pursuant to the DoA are not supposed to perform the said activity).

In the event that at a later stage specific acvitivies involving individual's recruitment should be identified, the present document will be updated consequently.

3.1 Recruitment procedures

Without prejudice to the general ethical principles illustrated in section 2 (*Ethics principles in BRIGHT research activities: conceptual framework*), the following rules and procedure will be respected and applied when it comes to individual's recruitment.

Generally speaking, the identification and selection of the research participants will be carried out by the Partners responsible for the relevant activity. They will recruit participants from among their networks, according to the profile determined for the purposes of the related activity (e.g. test, communication, train). In case of involvement of partners employees, employees will be invited to participate according to their role within the organisation that potentially can be relevant for the BRIGHT project activities. Priority for the candidates' selection will be given to subjects that have participated in relevant processes in the past and have exhibited full and strict compliance to the relevant ethical and security requirements. Specific procedures will be adopted to respond to determined risks and obstacles. For instance, participants will not be included or excluded based on discriminatory criteria, such as age, gender, level and field of education etc., or any other stigmatisation criteria.

3.2 Informed Consent procedure

As a general rule, indivuals involved in BRIGHT research activities, will be recruited only and exclusively upon their consent. In particular, participants' consent will be given by a clear affirmative act establishing a freely given, specific, informed and unambiguous indication of the individual agreement to participate to the specific research activities (and to the processing of the related personal data, if this will be the case). It is therefore understood that Partners, before starting any activities entailing the involvement of individuals shall have to (i) inform the relevant individual on the activity to be performed and (ii) gather his/her freely given consent.

In light of the above, the following informed consent procedure, composed of two separate sections, has been conceived and designed (the "**Informed Consent Procedure**"):

(i) an information sheet (the template is attached hereto in **Annex I – Information Sheet template**); and

(ii) consent form (the template is attached hereto in **Annex II- Consent Form template**).

Both of the said documents shall be facilitated by the Partner responsible for the recruitment to the relevant individual concerned. In addition, provided that as part of the research activities in which invidivuals are involved personal data processing might occur, the responsible Partner shall have to address the same individuals with a tailored privacy policy (template of the same can be found in Annex II – BRIGHT Privacy Notice and Consent Form attached to D10.2).

For the sake of clarity, the consent expressed by an individual to the participation in any part of the research activity, shall be separate and different from the consent of the same individual that might be expressed with reference to personal data processing. **Therefore in case of recruitment of individuals AND processing of personal data, the relevant Partner shall be ensure to have two separate set of consent**.

Without prejudice to the above it is understood that **the Informed Consent Procedure will be tailored to the specific event involving human beings and the kind of processed personal data**.

The Information Sheet and the Consent Form documents will be in language and terms understandable to the participants, and of course the information provided therein will be accurate and precise. It is therefore advisable that the template included in this deliverable in Annex I and in Annex II are translated into the individual's mother tongue. The information may be provided to participants either in hard copy or digitally.

As per the content of the Information Sheet, an individual, regardless to the activity in which they will be involved, shall receive <u>at least</u> the following information:

- the aims, overall purpose, methods and implications of the research;
- the voluntariness of their participation;
- the right to withdraw the participant's consent at any time without any consequences.
- the degree of benefit, risks, burden or discomfort involved in participation, providing an estimate of the time and effort expected of participants;
- the precautions to ensure participants' safety and provide information on insurance, if this can genuinely be guaranteed;
- the Consortium's/Partner's obligation to treat/process personal and sensitive data confidentially;
- the secure procedures for analysing any data gathered;
- who will have access to any data that participants provide;
- who is funding the research and for what purpose;
- who will benefit from the research;
- the dissemination of the findings;
- the contact's details of the person that each individual might contact to obtain further information.

Upon signing, the subject or the legally authorized representative will receive a copy of the forms, and the original will be held in the subject's research record by the Partner organising the Project activity involving human beings.

Therefore, each Partner will collect consents and store consent forms. Consent forms will be safeguarded by the responsible Partner and kept in a secure location until they are destructed or required by the EC/REA.

In any case to facilitate the works of each Partner, the templates provided in Annex I and II attached hereto will be available on Project's repository in a downloadable and editable format.
Finally, please note that the Informed Consent Procedure so far described shall be read in conjunction with the content of deliverable D10.2 - POPD - Requirement No. 2 providing (*inter alia*) for the BRIGHT Privacy Notice and Consent Form that shall be addressed to individuals involved in the Project every time that their persona data are subject to processing activities for the purposes of the Project.

3.3 Ensuring good understanding procedures

In light of the above, in any case, for each investigation activity, BRIGHT team will:

- provide tailored protocols with details on procedures. Moreover, the chosen criteria to be used will be readily made available to the participants;
- ensure that potential participants will be fully informed and will not feel pressured or coerced into giving consent, to this aim, in fact, different procedures will be deployed;
- provide any information (being it written or recorded) in a language and in terms participant can fully understand;
- explicitly state that participation is voluntary and that anyone has the right to refuse to participate and to withdraw his/her participation, samples or data at any time — without any consequences;
- describe the aims, methods and implications of the research, the nature of the participation and any benefits, risks or discomfort that might ensue;
- state which procedures will be implemented in the event of unexpected or incidental findings (in particular, whether the participants have the right to know or not about any such findings);
- provide researchers contact details for participants to contact the Project Consortium for information and decide whether they wish to join in.

4 Conclusions

As has been illustrated in the previous paragraphs, as of today, to fulfil the objectives of the BRIGHT Project, some Partners may involve third party individuals.

Therefore the present deliverable aims to provide Partners with a clear picture on the main ethical principles that shall be respected when involving indivuals in research activities, as well as the procedure to be followed for the recruitment of the same.

Provided that, before involving any individual in any of the research activities of BRIGHT, each Partner is therefore compelled to: (i) inform the relevant individual about the Project and the specific activities in which the individual will be involved; (ii) to obtain the individual's relevant consent, providing respectively the Information Sheet and the Informed Consent template attached hereto filled with the relevant details.

In order to ensure a greater level of transparency in the activities to be performed and of comprehension from the individual, the templates attached hereto shall be translated in the language of the individual to be involved.

As a last remark, the present deliverable should be read in conjunction with deliverble D10.2 – POPD- Requirement no.2, providing inter alia the informed consent procedure that shall be followed when BRIGHT research activities will entails personal data processing.

References

- *Nuremberg Code* (1947), availiable at https://globalhealthtrainingcentre.tghn.org/site_media/media/medialibrary/2011/04/BMJ_No_7070_Volume_313_The_Nuremberg_Code.pdf;
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- Council of Europe, *Guide for Research Ethics Committee Members* (Steering Committee on Bioethics, 2010), available at https://www.coe.int/t/dg3/healthbioethic/activities/02_biomedical_research_en/Guide/Guide_EN.pdf.
- *Charter of Fundamental Rights of EU* (2000/c 364/01) https://www.europarl.europa.eu/charter/pdf/text_en.pdf;
- *General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679&from=EN;*
- European Commission, *European Charter for Researchers* (2000) https://www.euraxess.at/sites/default/files/am509774cee_en_e4.pdf;
- European Commission DG Research and Innovation, *Ethics in Social Science and Humanities* (2018) available at https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020_ethics-soc-science-humanities_en.pdf;
- European Commission*, Horizon 2020 regulations*, https://ec.europa.eu/research/participants/data/ref/h2020/legal_basis/fp/h2020-eu-establact_en.pdf

Annex I – Information Sheet for individual recruitment

The following document shall be duly (i) adapted according to the activities to be performed and (ii) translated in the languages of individuals **prior** to their involvement. Moreover, please consider that whenever the involvement of individuals entails also personal data processing the present attachment shall be complemented with Annex II – BRIGHT Privacy Notice and Consent Form attached to D10.2 – POPD Requirement no. 2.

Information Sheet for individual recruitment

About the Project

The BRIGHT Project is a European Union funded collaborative project which aims to put individual consumers at the centre of the DR process within a framework combining social-science driven user experience desing and monetary and non-monetary incentives, in a participatory co-creation process. The framework for DR will leverage innovative technologies, including Digital Twin models, Virtual Power Plants (VPP) based on multi-layer blockchain smart contracts, and AI driven services for energy (power, heat, gas), mobility, health (comfort), smart home. The tools, services, and the undelying enablers will be deployed in 4 demo sites in Belgium, Slovenia, Italy, and Greece, targeting around 1000 consumers in a variety of different community configurations. The validation will be complemented in the early stages by a lab-based validation in the Netherlands.

To this extent it has been established a Consortium among several companies and universities among which we as [please insert the name or your organization] are responsible for [please indicate the relevant activity].

About the [please insert the relevant activities in which individual will be involved]

You are invited to join the BRIGHT research project to take part of the following activities:

- [•]which will take place for [please provide the reasonable duration of the activity], in [please provide the location]. The goal of this activity is [•];
- [•]which will take place for [please provide the reasonable duration of the activity], in [please provide the location]. The goal of this activity is [•]; and
- [•]which will take place for [please provide the reasonable duration of the activity], in [please provide the location]. The goal of this activity is [•].

Please take whatever time you need to read and understand the following text. The decision to join, or not to join, is up to you. if you agree to participate in the following activities sign the consent form hereafter.

Voluntary Participation

Your participation is entirely voluntary and free of charge, as well as your consent to participate in the BRIGHT Project as described above. It is your choice to participate or not. You might change

your mind later and stop participating even if you agreed earlier at any time without any negative consequence.

Risks

Your participation will be under real conditions or in case of a real attack you might be exposed to the following potential risks: [•].
In this respect the Project may stop the [•] activities as indicated above or take me out from the [•] activities at any time they judge it is in your best interest.
Moreover, by granting your consent to participate to the activities indicated above, you commit your self to follow all the security procedures that we will be deemed necessary to protect your individual safety, including, for example, wearing specific clothing such as helmets.

Benefits

There will not be a direct benefit for you, but your participation is an opportunity to learn skills and get useful experiences.

Reimbursement

You will not receive any incentives to take part in the research.

[Data Protection: TBD this section will be included provided that personal data will be collected

We will process your personal data for the purposes of the BRIGHT Project. Only information that is necessary to address the central purpose of the research will be recorded, and the data will be anonymised at the point of collection. Your name or any information that could identify you or relate to your identity will not be linked with the research materials. The personal data will be securely stored and retained for the lifetime of the Project and safely deleted afterwards.

Your personal data will be treated as strictly confidential and handled in accordance with the provisions of the Charter of Fundamental Rights of the EU (2000/c364/01), Convention No. 108 of the Council of Europe for the Protection of Individuals and Regulation (EU) 2016/679 ("**GDPR**"). You can find more details in the attached Privacy Notice.

If you have any questions about the [•] activities or the Project itself, any problems, unexpected physical or psychological discomforts, any injuries, or think that something unusual or unexpected is happening I am free to contact:

Mr./Ms.XXXX XXXX at YYY@YYY.com

Annex II – Consent Form template

The following document shall be duly (i) adapted according to the activities to be performed and (ii) translated in the languages of individuals **prior** to their involvement. Moreover, please consider that whenever the involvement of individuals entails also personal data processing the present attachment shall be complemented with Annex II – BRIGHT Privacy Notice and Consent Form attached to D10.2 – POPD Requirement no. 2.

Informed Consent Form Template

I …… agree to voluntary participate to the following activities:

- [•], which will take place for [please provide the reasonable duration of the activity], in [please provide the location];
- [•]which will take place for [please provide the reasonable duration of the activity], in [please provide the location];
- [•]which will take place for [please provide the reasonable duration of the activity], in [please provide the location].

I understand that if I decide at any time that I no longer wish to take part in any of the abovementioned activities, I can notify the researchers involved and withdraw my consent immediately, without any negative consequence.

I have read the Information Sheet, and understand what the [activities of [•] involve.
I understand that my participation under real conditions or in case of a real attack might expose me to risks.

[I understand that my personal data will be processed in accordance with GDPR and any other applicable laws]

I have had the opportunity to have all my questions answered to my satisfaction and I have been provided with [the relevant Privacy Notice], as well as a copy of the Information Sheet.

Provided that, and considering that I read and understood all the above mentioned information, I now,

☐ accept

☐ refuse

to give my consent to participate in the [insert the specifc research activities involving the indivual and his/her personal data] pursuant to the abovementioned terms and conditions.

Date and place

Signature and full name _____	