CoCo
Co-creating Coexistence

Deliverable D1.3

GENDER, DIVERSITY, EQUALITY AND ETHICS (GDEE) PLAN

[Version 1.0]

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List of terms, acronyms, abbreviations

Term / Acronym / Abbreviation	Meaning / Full text
AB	Advisory Board
DMP	Data Management Plan
EB	Executive Board
GDPR	General Data Protection Regulation
GEP	Gender and Equality Plan
ILOs	Intended Learning Outcomes
R & I	Research and Innovation
WP	Work Package

CoCo Partners	5	Relevant Ethics Committee
UNIVERSITY OF INLAND NORWAY		Research ethics committee at INN (Komité for forskningsetikk ved INN)
NORWEGIAN INSTITUTE FOR NATURE RESEARCH		Adherence to INN's protocol
ADELPHI RESEARCH GEMEINNUTZIGE GMBH		Not applicable (not gathering primary data)
LEIBNIZ CENTRE FOR AGRICULTURAL LANDSCAPE RESEARCH		Ethics Committee of ZALF
INSTITUTE OF APPLIED ECOLOGY		Comitato Etico of Istituto di Ecologia Applicata
UNIVERSITY OF TURIN		Comitato di Bioetica of UNITO
UNIVERSITY OF LJUBLJANA		University of Ljubljana's Committee for Ethics in Research Involving Human Subjects
CALLISTO, ENVIRONMENTAL ORGANIZATION FOR WILDLIFE AND NATURE		Ethics Committee of CALLISTO- - Environmental Organization for Wildlife and Nature
RESEARCH AND DEVELOPMENT INSTITUTE FOR WILDLIFE AN MOUNTAIN RESOURCES		Ethics Committee of ICDCRM
AGRI-FOOD RESEARCH AND TECHNOLOGY CENTRE OF ARAGON		Comité de Ética en Investigación con Seres Humanos (CEISH) of CITA
FRANCE NATIONAL RESEARCH INSTITUTE FOR AGRICULTURE, FOOD AND ENVIRONMENT		Comité éthique de l'INRAE
UMEÅ UNIVERSITY - DEPARTMENT OF POLITICAL SCIENCE		Swedish Ethical Review Authority (Etikprövningsmyndigheten)

CoCo Partners		Relevant Ethics Committee
LATVIAN STATE FOREST RESEARCH INSTITUTE "SILAVA"		Research ethics committee supervising observance of the Ethics codex of SFRI Silava
INSTITUTE OF NATURE CONSERVATION POLISH ACADEMY OF SCIENCES		Research Ethics Committee at the Institute of Nature Conservation PAS (Komisja ds. Etyki Badań Naukowych w Instytucie Ochrony Przyrody PAN)
EUROPEAN LANDOWNERS' ORGANIZATION		Adherence to INN's protocol
EUROPEAN FEDERATION OF ANIMAL SCIENCE		Not applicable (not gathering primary data)
RURAL ECONOMY AND AGRICULTURAL SOCIETY		Swedish Ethical Review Authority (Etikprövningsmyndigheten)

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About the project: Co-creating Coexistence

'Co-creating coexistence: Advancing policies, practices, and stakeholder engagement for integrating wildlife and livestock into sustainable multi-functional landscapes in Europe' (CoCo) is a research project designed to build the knowledge base necessary to identify future pathways that can reconcile the needs of pastoralists with those of wildlife in shared European landscapes.

Recovering wildlife populations can create challenges for rural professions, including extra costs and workload due to predation and damage mitigation as well as conflicts between stakeholders concerning wildlife management and the contested nature of relevant knowledge. This occurs in addition to existing socio-economic challenges concerning, for example, power, wealth, social capital, and gender and diversity. Some of the major obstacles to addressing these challenges are conflicts between stakeholders and the contested nature of relevant knowledge.

The CoCo project will tackle such challenges and transform the ongoing entrenched conflict to promote human-wildlife and cross-sectoral coexistence in multi-functional landscapes. To this end, a partnership of 18 research and stakeholder institutes and organisations across 12 European countries, will implement a multi-disciplinary and multi-actor approach aimed at co-creating knowledge with high legitimacy. Through eight work packages, a 'Roadmap to Coexistence' will be created with policy and practice recommendations.

The project will use methods as diverse as systematic reviews, field inspections, face-to-face interviews, focus groups, questionnaires and modelling. The project's ambition is to collect original quantitative and qualitative data from at least 1000 pastoralists, 1000 hunters and 1000 landowners and qualitative data from stakeholders deployed in a comparative way across 12 countries. The insights stemming from the reviews, the analysis of new data, and the modelling will be integrated into policy recommendations for a better standardization, harmonization and integration of both pastoral and wildlife management systems.

TABLE OF CONTENT

1 INTRODUCTION

This Gender, Diversity, Equality and Ethics Plan (GDEE Plan; Deliverable 1.3) lays the foundation to shape a shared workplace culture based on principles of research integrity and inclusivity, pro-actively contrasting any form of research and behavioural misconduct concerning all research processes at all levels, be those involving colleagues or participants, thus encompassing collaboration, communication and implementation.

Gender, diversity, equality and ethics issues are systemically intertwined and the plan targets those through a holistic approach accordingly. We acknowledge that embracing gender equality, diversity, ethics and integrity is pivotal within democratic societies and can promote high-quality research reflective of and relevant to all research partners and the wider society sectors concerned.

This is a first version, with the core document and its annexes open for iterative revision and implementation throughout the project lifecycle to achieve the above-mentioned vision. The plan is based on the Horizon Europe Guidance on Gender Equality Plans and The European Code of Conduct for Research Integrity. Further, the document was informed by the authors' knowledge and expertise in aspects regarding gender, diversity, equality and ethics, as well as gender and equality plans published by partners involved in other European projects:

- Gender & Equality Action Plan (GEP) of the HE-funded BioAgora project (No 101059438)
- Alternet's Equality and Non-discrimination Action Plan
- Callisto's Gender Equality Plan
- Istituto di Ecologia Applicata's Gender Equality Plan
- University of Ljubljana's Gender Equality Plan
- University of Exeter's Research Ethics Policy and Framework
- Umeå University, Gender mainstreaming strategy 2022-2025

The GDEE plan provides a set of operational guidelines based on the foundational principles of the CoCo project, overall goals, objectives and indicators to allow effective implementation, monitoring and evaluation (Table 1). The plan engages the whole research consortia, and all involved actors are responsible for observing and promoting principles and practices outlined in the plan.

This plan addresses the GDEE themes across project management within the CoCo consortium and project research, thus, it is strictly connected to the other CoCo Work Packages such as WP3 (3.1. Database from herd level survey; D3.2 Field inspection; D3.3 Husbandry and damage) and WP4 (D4.1 Stakeholder perspectives; D4.2 Governance structures). In particular, it should be considered jointly with the latest version of the Data Management Plan (D1.1, D1.5, D1.6). The GDEE plan provides only a general and non-exhaustive overview of the CoCo WPs, which are further detailed within their associated documents and deliverables.

All but two CoCo project partners are based in Member States of the European Union. Høgskolen i Innlandet and Norsk institutt for naturforskning (NINA) are based in Norway, however, no ethical issues are associated with the activities planned in the country. All the activities planned within and outside the European Union adhere to EU regulations as well as national legislation.

2 GENDER, DIVERSITY, EQUALITY and ETHICS PLAN

2.1 FOUNDATIONAL RIGHTS, FREEDOMS AND PRINCIPLES, AND OVERALL GOAL

The CoCo Gender, Diversity, Equality and Ethics (GDEE) Plan is rooted in the values, rights, freedoms and principles outlined in the following legal, regulatory and guidance documents:

- Charter of Fundamental Rights of the European Union and its Supplementary Protocols (Charter of Fundamental Rights of the European Union);
- Horizon Europe Framework Programme Regulation 2021/695 (Regulation - 2021/695 - EN - EUR-Lex);
- European Code of Conduct for Research Integrity (The European Code of Conduct for Research Integrity - ALLEA);
- Identifying serious and complex ethics issues in EU-funded research (ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/guidelines-on-serious-and-complex-cases_he_en.pdf), and
- Horizon Europe Guidance on Gender Equality Plans (GEP; Horizon Europe guidance on gender equality plans - Publications Office of the EU).

The CoCo project acknowledges and integrates the values of human dignity, freedom, democracy, equality and ensures the right to the integrity of the person, to the protection of personal data; to equality and non-discrimination; to cultural, religious and linguistic diversity; to fair and just working conditions. The project considers gender equality as a fundamental right by addressing the following thematic areas as recommended by the Horizon Europe Guidance on Gender Equality Plans:

- Work-life balance and organisational culture;
- Gender balance in leadership and decision-making;
- Gender equality in recruitment and career progression;
- Integration of the gender dimension into research and teaching content;
- Measures against gender-based violence, including sexual harassment.

Further, the plan is based on fundamental principles of research integrity including *reliability* in ensuring the quality of research throughout the research cycle; *honesty* in each project stage (development, implementation, review, reporting and communication) through a transparent, fair, full and unbiased approach; *respect* for all elements and actors in research systems (from colleagues to ecosystems and environment); *accountability* for all research processes and their impacts.

The goal of this plan is to guide and enable all actors involved in CoCo, at all levels, to design and implement research processes in consideration of the abovementioned values, rights and principles. This should lead to a working partnership and environment that is just, inclusive and virtuous, meaning that no one among personnel and participants would be disrespected, disparaged and discriminated against values, beliefs, origin, religion, gender, sexual orientation, or any other reason. Along with research integrity practices, this would ensure the trustworthiness of research processes and their results.

The following   elements are considered in all operating, reporting and dissemination phases of the project, here outlined in the following sections:

- GDEE considerations throughout the research cycle
- Organisational structures
- Training

2.2 OPERATIONALISATION

Here, we outline the CoCo's operational objectives in relation to the GDEE themes:

- Ensure consistent and thorough consideration of the GDEE themes throughout the research cycle by addressing:
  a. Ethical clearance
  b. GDEE in research design and implementation
  c. Communication and outreach
- Develop organisational structures internal to CoCo's to coordinate and regulate GDEE considerations through:
  d. GDEE team
- Ensure internal development and awareness in regards to GDEE themes through:
  e. Targeted training;
  f. Provision of GDEE informative material.

2.2.1 GDEE considerations across the research cycle

Ethical clearance

Members of the CoCo consortium recognise that the research ethical review process seeks to:
- Ensure dignity, rights, welfare and safety of all research participants, be those humans or animals;
- Foster high-quality research that through robust design, implementation and management leads to high-quality findings and outputs;
- Protect CoCo researchers from unethical, non-compliant or poorly conducted research and its consequences.
- Establish/preserve public and stakeholder trust in the CoCo project and in the research entities involved. Damaged trust and reputation could prevent CoCo researchers to deliver research objectives.
- Facilitate monitoring and reporting to funders and relevant bodies through compliance with the Horizon Europe framework, the European Code of Conduct for Research Integrity and the Declaration of Helsinki.

All researchers involved in CoCo are responsible for considering and addressing ethical implications of their research and should obtain research ethical clearance. Here, research is broadly understood as the process of investigating and using existing knowledge and subjects to generate new – generalisable and transferable – knowledge, practice and questions. Each research partner involved in CoCo should submit ethics proposals for review and obtain approval from national or local ethics committees or other relevant bodies.

Partners are responsible to "keep on file" (as per ECR's Ethics Guidance) all relevant documentation and, upon request, provide it to the EC and funding bodies. Such documentation includes, for example, authorisations, certificates, and consent declarations.

Ethical clearance is needed before research begins and should not be obtained retrospectively. Ethical clearance is also needed regardless of the type of subject/participant involved. Specifically for CoCo, ethics consideration would concern research on:

- Individuals
  - o Research participants: shepherds, farmers, indigenous Sámi reindeer-herders, hunters, landowners, local communities and businesses, policy-makers, EU-level stakeholders
  - o Their data or information, including secondary data (unless publicly available in publications and archivals).

Ethics applications need to be clear and concise and provide enough relevant information so that the committee can clearly justify its decision/recommendation. Annex 1 provides a checklist to support CoCo partners in producing ethical proposals and obtaining ethical clearance.

GDEE in research design and implementation

GDEE themes and their implications need to be considered throughout the research project from design to output publication. CoCo will investigate the perspectives of a wide range of stakeholders across Europe on aspects of pastoralism and large carnivore presence. As the four GDEE themes are cross-cutting and infuse all CoCo WPs, we will take into account such themes through a multi-pronged approach. First, targeted stakeholder groups (pastoralists, hunters, landowners) are typically male-biased and, thus, we will explicitly seek out data from females engaged in these tasks (e.g. interviews) with the view of both revealing how gender issues are perceived within these professions and activities and adding to the scientific knowledge on gender. This is consistent with the objectives of the European Commission's strategy on gender equality in Research and Innovation (R & I) seeking a better integration of the gender dimension in R & I content.

Second, particular attention to diversity and research ethics issues will be paid to areas where activities are associated with indigenous peoples (e.g. Sámi in Fenno-Scandinavia), ethnic minorities or marginalised groups. Third, all stakeholder groups targeted by our work will be treated respectfully, which is essential given the heated nature of the social debate between agricultural, other land-users, and nature-conservation interests that motivates our study.

Dealing with personal data (for more information see Data Management Plan D1.1)

To address project research questions, the CoCo consortium will collect mixed data (both quantitative and qualitative) from a wide range of stakeholders/human subjects from across the European continent.

To assess the effectiveness of livestock protection strategies (WP3), the project will require personal (i.e. sex, age category, etc.) and professional (i.e. geographic location of grazing areas, flock size, livestock losses etc.) information. This will include targeting a subsample to explore the gender dimension within farming practices. Further, CoCo will explore stakeholder perspectives on the needs and measures to manage conflicts (WP4) and investigate the wildlife/livestock interface in

regard to novel and emerging tools for assessment and management (WP5) and through a socio-economic analysis (WP6).

The major ethical concerns with regards to human subjects concern information management (e.g. privacy-related, perceptions of power imbalance and vulnerability) including sensitive data (e.g. racial or ethnic origin, political opinions, religious or philosophical beliefs) which, although is not targeted directly, could emerge through data collection. Even without identifiers such as names, deductive disclosure could be possible to a certain extent. Thus, it will be of the utmost importance to adhere to data security standards and data use best practices, even more so when concerning vulnerable communities/indigenous peoples/minorities (e.g. Sámi and asymmetrical power relations) and their perceptions (e.g. on gender).

Consistent with The European Code of Conduct for Research Integrity, CoCo partners will adhere to the FAIR Principles (Findable, Accessible, Interoperable and Reusable) and ensure that access to data is as open as possible, as closed as necessary. Quantitative and qualitative data will be shared in a form that will ensure participant confidentiality and avoid deductive disclosure. For example, quantitative data might be shared in a pseudonymised and aggregated form, whilst qualitative data might require a limited degree of sharing, through specific excerpts and summaries.

To this end, the CoCo project will comply with the GDPR provisions in relation to the main legislative issues such as privacy issues, data use and safety (see DMP, WP1 Task 1.3). The quality and robustness of the CoCo project and its outputs will largely depend on how each member of the consortium will use and treat personal data.

Personal data needs to be:

- Collected and processed for specific purposes and in accordance with the fundamental rights, principles and values of the plan. Thus, it should be relevant, adequate, and not excessive.
- Data will only be collected with informed prior consent from each participant.
- Updated and maintained in accuracy.
- Stored for no longer than necessary given CoCo's timeframe and protected by appropriate security (see CoCo Data Management Plan)
- Not transferred outside the project and EU, unless with approval and adequate protection.

Communication and outreach

Based on the CoCo Communication and Dissemination Strategy (D8.1), the CoCo consortium will aim for accessible, understandable, credible, respectful, gender-inclusive, timely, relevant and actionable (Communication principles, D8.1 - Section 4.4) with targeted stakeholders to facilitate the co-creation of coexistence with large carnivores. This will involve a consistent and robust communication of the GDEE topics across all CoCo outputs, be those scientific articles, project reports, and engagement outputs. Messages will be adapted for different audiences to ensure that they remain comprehensible and accessible.
Here, we also report GDEE-relevant Key Messages (Section 4.3) from CoCo D8.1:

- The CoCo project aims to address a demand for action coming from stakeholders and wider society through the European Parliament and European Commission, the call for the project specified the topics of greatest societal interest.
- The CoCo project aims to gather information from a wide range of pastoral systems in Europe and in doing so, give pastoralists a channel to exchange between countries and bring their concerns to governments and European institutions.
- Sustainable pastoralism and high nature value farming are central to creating multifunctional landscapes that balance the needs of humans and nature.
- Solutions for pastoralism and wildlife interactions should respect the diversity of local realities across Europe, incorporating experience, traditional and local knowledge and social innovation.
- Building social capital and trust from the municipality to the European level is essential for bridging diverse perspectives and reducing conflicts.
- CoCo will promote the participation of key stakeholders in research as this input, through the co-creation of solutions, is critical to advancing coordinated policies and practices that address pastoralist challenges effectively.
- Highlighting the complexity of pastoralism and wildlife interactions creates greater understanding and balanced public awareness.

2.2.2 **Organisational Structures**

Consistently with HE Guidance on GEP, the CoCo GDEE Plan meets the four mandatory process-related requirements expected from research entities from Member States and Associated Countries involved in a HE projects: publication, dedicated resources, data collection and monitoring, and training. Specifically, the GDEE plan will be published on the CoCo website and intranet and signed by the top management; has involved and will continue to involve dedicated resources and expertise in gender equality to implement the plan; will collect and monitor data on sex and gender (e.g. disaggregated data on personnel and annual reporting based on indicators; see Table 1); will require specific dedicated training to CoCo personnel (see Training section). Therefore, the CoCo consortium will proactively strive to value and foster acceptance and inclusion of each member, ensuring representation of female members within CoCo processes, and preventing any forms of misconduct (e.g. harassment, microaggressions, ignorant and dismissive behaviour, bullying or incivility).

A GDEE team will be established within CoCo. The team will consist of up to six members to ensure 1) sufficient representation of CoCo research entities and 2) diversity within CoCo structures. The team will include three dedicated officers (Valeria Salvatori - IEA, Aleksandra Majic - UL and Juliette Young - INRAE). The GDEE team will have a 1) monitoring role of the project team's internal processes and 2) advisory role, therefore, members will not be 'gate-keepers' determining what can or cannot be done but they rather would represent a point of contact for CoCo partners to discuss and ask for advice on any GDEE-related aspects, from ethical clearance to addressing gender and diversity in research, supervision and employment.

Nevertheless, certain situations such as misconduct incidents might require further consideration. To this end, CoCo researchers can report such incidents within a tiered support system that will ensure appropriate and proportion consideration and discussion of each situation. The GDEE team members represent a first level of support acting, for example, as ombudspersons to whom other people can confidentially report incidents. Depending on the situation, the GDEE team can report to the CoCo

Executive Board including project coordinators to address incidents. Nevertheless, consultation and support from external figures (e.g. INN's Human Resources) might be sought depending on the degree of expertise required, the gravity of the incident, and the presence of conflict of interests involving EB members.

2.2.3 Training

Training on GDEE aspects and processes will be delivered to ensure high-quality research within a safe, respectful and collaborative working environment. Training will aim for both awareness-raising and capacity-building.

To this end, GDEE training will be delivered to all CoCo research partners by month 4 (WP1 – Milestone 9) through webinar sessions and relevant documents that will be shared on the intranet. Recordings of training sessions will be made available to all researchers. Throughout the CoCo project, all new CoCo researchers will receive GDEE induction.

The GDEE webinar will have two sessions. One training session will specifically target Ethics and its intended learning outcomes (ILOs) will address:

- Ethical principles, ethical implications and how to address them;
- Mitigation of harm/risk;
- Requirements for ethical review and clearance;
- Guidance documents and other sources of help and advice;
- Fieldwork and research safety;
- Data protection (there will be dedicated training on this – Milestone 8 - WP1).

A second session will focus on Gender Diversity and Equality addressing 1) the importance of and 2) how to integrate gender equality and diversity in research and project management. For example, it will address unconscious (or implicit) bias, which unintentionally affects one's behaviour, judgements and opinions about others and could affect, in turn, organisational processes (e.g. marginalisation of women in decision-making, careers and leadership) and research practices (e.g. it might preclude research findings and jeopardise their reliability and validity). Overall, accessible explanations of the GDEE Plan components and how each partner can contribute to its implementation, monitoring and evaluation will contribute towards building capacity within CoCo.

Both sessions will provide information on the CoCo GDEE team (see Section 2. Organisational Structures) and its role (e.g. advising, response to infringements, etc.). Further, the sessions will target GDEE-relevant overarching processes such as Reporting, authorship and publication; Supervision; and Respectful communication with key stakeholders.

The GDEE plan and any guidance documents on GDEE (e.g. ethical implications and review processes) will be available for all CoCo researchers on the intranet (CoCo Teams channel). Shared documents will be reviewed yearly and replaced with updated versions when possible.

2.3 MONITORING AND EVALUATION

We will evaluate the implementation and efficacy of the GDEE plan on a yearly basis through the indicators outlined in Table 1. Relevant data will be collected consistently and upon the availability of new data shared by each partner and in conjunction with specific project deliverables and milestones. Engagement, dissemination and communication indicators are based on WP8's Communication and Dissemination Strategy (D8.1). Although not all such indicators concern the GDEE plan directly, we report them here as GDEE-related documents and research findings will be communicated and shared with the public and stakeholders.

Table 1. Objectives and indicators of the CoCo Gender, Diversity, Equality and Ethics plan.

Objectives	Indicators
Ensuring GDEE throughout research cycle	*Research design* • Ethical clearance from institutional review boards or equivalent bodies at the national level for all CoCo research entities • Data collection (e.g. surveys/interviews/workshops) targets gender diversity • Number and share (%) of different socio-economic groups in interviews/workshops/events *Public and stakeholder engagement (partially based on CoCo's Communication and Dissemination Strategy KPIs – WP8.1)* • Number and share (%) of stakeholders participating in CoCo activities at national and European scale by stakeholder type (e.g. shepherds, farmers, policymakers, researchers, etc.) • Number and share (%) of stakeholders participating in CoCo activities at national and European scale by gender, including interactions with stakeholders in Advisory Board/Co-creation • Number and share (%) of stakeholders by gender participating in CoCo activities at the national and European scale • Number of representatives of citizen groups (incl. different social groups from young to old and across different cultural and geographical contexts) engaged in CoCo science-policy interface activities • Number of CoCo-led activities with active engagement of stakeholders • Improvements in actionable knowledge, skills and capacities reported by participant

	Communication and fostering dissemination, knowledge-sharing and science-policy-public interface (based on CoCo's Communication and Dissemination Strategy KPIs – WP8.1) • "Roadmap to Coexistence" report delivered at the end of the project • Number of webinars, publications in journals, presentations and contributions in conferences concerning GDEE-related topics • Number of website visits, releases, social media posts concerning GDEE themes • Number of popular science talks to the public and stakeholders (At least one per partner per year) *Environmental impact* • Share (%) of train trips of all journeys made by CoCo partners to meetings
Ensuring GDEE within research consortium	*Project management* • Setting up Advisory Board Membership • Number and share (%) of personnel by gender in academic, research, administrative and decision-making positions within the CoCo consortium • Number and share (%) of personnel recruited for the project by gender • Number and share (%) of authors on scientific publications resulting from CoCo by gender • Timeliness in deliverables and milestones submission • Timeliness in reporting (internal and to EC) *Addressing GDEE within CoCo* • Creation and publication of the CoCo GDEE Plan • Creation and operationality of the GDEE team • Satisfactory implementation of the GDEE Plan • Availability/accessibility/responsiveness of an Ombudsperson

	• Number and type of GDEE misconduct reports • Regular revision of the GDEE plan throughout the CoCo project (at least on a yearly basis) • Progression of the number of partners having a Gender Equality Plans and Ethics Committees
Ensuring in GDEE throughout training	• Delivery of training in ethics, gender and diversity policy by Month 4 of the project (WP1 – Milestone 9) • Delivery of training in data management policy by Month 4 of the project (WP1 – Milestone 8) • Number and share (%) of researchers participating in CoCo training activities by gender • Number of freely accessible online courses/webinars • Number and variety of capacity-building needs (e.g. ILOs) addressed by training • Improvements in awareness and capacities reported by course participants

A   ANNEX I: ETHICS PROPOSAL CHECKLIST

Here, we provide a series of specific questions that ethics each research partner should take into account when preparing ethics proposals. Consideration of such questions should contribute to achieving positive ethical approval outcomes within the necessary timeframe.

General information - Summary

- Is the project summary written in an accessible style suitable for the 'lay-person' to understand (i.e. no technical terms)? [More on this in Supporting Information]

- Does it include a clear rationale for the work proposed, summary of the key methods and expected outcomes?

- Do the methods provide enough information to assess potential ethical implications associated with the project?

- Are potential risks to participants outweighed/balanced out by potential benefits of the research?

- Does the proposal have enough details? Are there any gaps and/or inconsistencies throughout the proposal?

Field work

- Are specific permits – from local or national bodies - required for data collection (or part of it)?

- Are there potential risks for researchers? for lone working? How will risks be mitigated? [risk assessments to be referenced]

Data collection involving participants - Surveys, interviews, focus groups and field inspections:

- Is the study voluntary?

- How will participants be selected (inclusion/exclusion criteria)?

- How are participants informed on the project?

o Need to explain: project aims/methods/expected results; type of data collected and data protection (anonymisation/pseudonymisation and data storage); participant rights; benefits and risks of taking part; contacts for further information and reporting.

- Is informed consent sought? How?

- Are data anonymised or pseudonymised?

- Can participants withdraw from the research? How?

Data

- Have GDPR regulations been appropriately considered?

- How will the data be stored?

- Who has access to the data?

- How long will the data – both raw and processed – be held?

- Will the data be used in future research projects?

Databases (relevant to WP2)

- Is the data from an open or closed source?

- If from a closed source, who collected the original data and did they receive ethical approval for the original project (provide details if applicable)

Supporting Information

- Inclusion of relevant supporting documents: information sheets, participant consent forms (for different research methods), questionnaires, interview guide, etc.

- Are the documents understandable to a non-scientific audience? E.g. free from jargon, technical terms, etc.

- Do participants have access to clear information on the project?

o What's the project for and what are its expected results in realistic terms (no overpromising)

o Who is conducting the project

o Why are they being selected and how they can contribute to the project

o Benefits & risks

o Data --> anonymised/pseudonymised, confidential, future use,

o Data storage (how and for how long) and protection

o How to withdraw and complain/report misconduct

o Contacts