



Open Data Ethics Policy and Approaches

Background and rationale

The GODAN Secretariat's policy and approaches provide guidance on the ethical issues that may arise in pursuing GODAN's purposes in supporting open data in the agriculture and nutrition sectors. It addresses the key issues of openness and transparency and confidentiality of data relevant to GODAN's publications and external communications, activities including events and our relationships with partners and key external contacts and audiences.

The GODAN Secretariat operates in an open and transparent way and we aim to publish information about our funding streams and our partners and to communicate the results of surveys, the outcomes of workshops and the activities surrounding GODAN events on our website. The GODAN Secretariat has been rated by Transparify¹ as a "very transparent organization". We aim to make our information 'open by default' and we encourage our partners to achieve the highest standards in publishing open data and espousing transparency. We intend to publish our financial reports to IATI standards.

We recognise that data has a financial value and GODAN should promote broad benefit from data produced by public bodies and elsewhere. As food is firmly established as a global commodity, those originating the data might be expected increasingly to demand rights of ownership and the ability to reuse the data they generate or to receive some benefit from others using it even if that is not manifested as a payment. The ensuing debate about ethics and standards that emerges in coming years will be in the context of global climate change, increasingly volatile markets, challenges of new pests and diseases and the potential for political instability, all combined with global poverty, regional food shortages and increasingly volatile markets. GODAN will aim to recognise the ethical issues emerging at this stage and appreciate the challenges ahead. We will foster and prompt healthy debate that explores new innovations in the way data can be managed in the sector. The aim should be the development of capacity and frameworks in communities that are fit to shape a future with equitable open data management capability.

GODAN secretariat approach:

- The privacy of the individuals who created, or are the subjects of, the data will be respected.
- All data collection will be fully accountable.
- Open data activities will adhere to ethical and legal obligations in relation to the accurate capture and storage of the data, its 'stewardship' as property, its preservation as an

¹ <http://www.godan.info/godans-commitment-to-transparency/>

authentic record over time and to the protection of personal data from inappropriate disclosure.

- Risks associated with disclosing personal or sensitive data, such as the identity of individuals, will be evaluated and identified.
- Ownership of datasets and associated Intellectual Property Rights and permissions to use will be respected.
- GODAN activities will acknowledge the original data provider and report back to the provider in any use case developed.
- CABI, as the host organization of the GODAN Secretariat, is registered on the UK Data Protection Register.
- GODAN Secretariat will respect any confidentiality and disclosure arrangements relating to information obtained by our partners or contacts from a third party.
- A log of any issues as they arise will be maintained, providing an iterative approach to ethics which is in line with our ambitions to be transparent and which is participatory.

The data collected, stored and analysed by GODAN Secretariat, in both paper and electronic formats, are important for quality assurance and monitoring and evaluation. Consideration must be given to data protection as a limited amount of personal data are collected, such as name, gender and telephone number, of partners and participants of workshops and sponsored conference attendees. As the GODAN Secretariat is based in the UK, it manages the data under the eight principles of the UK Data Protection Act 1998¹, and EU Data Protection Directive 1995², as outlined below.

Personal Data Protection

1. Personal data shall be processed fairly and lawfully. Personal data are processed only in support of the GODAN Secretariat programme and associated open data and agriculture and nutrition activities.
2. Personal data shall be obtained only for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes. Personal data will only be collected for valid operational reasons, including: (i) to collate metrics on the people attending GODAN Secretariat organised workshops, seminars, conferences, (ii) to provide details of individuals who are identified as key contacts for GODAN partners; and (iii) to evaluate the GODAN Secretariat's methods and approaches.
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed. The personal data collected will be kept to the minimum required for the purposes identified above.

¹ Principles are taken from The Guide to Data Protection issued by the Information Commissioner's Office: <https://ico.org.uk/>

² http://ec.europa.eu/justice/data-protection/index_en.htm
and links from this page

4. Personal data shall be accurate. Personal data will be as provided by the partners, participants or other individuals. The GODAN Secretariat will work actively to correct data and will always take appropriate action if challenges are made to data accuracy.
5. Personal data processed for any purpose(s) shall not be kept for longer than is necessary for that purpose. All personal data the GODAN Secretariat manages on behalf of the GODAN partners and network will be stored securely and disposed of in a timely and appropriate manner.
6. Personal data shall be processed in accordance with the rights of data subjects. Partners, Participants and other stakeholders' personal data associated with GODAN Secretariat activities and events and information will not be used in any other context. Participants in questionnaires and surveys, etc. for monitoring and evaluation will always be given an explanation as to what personal data are being collected and how they will be used, and may withdraw at any time. This includes the use of quotes by individuals communicated during our research or information gathering exercises. We will always seek permission for quotes to be used in our publications and communications.
7. Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data. CABI, as the host of the GODAN Secretariat, provides scientific information on a regular, professional basis and has a strong background in information security. For the GODAN Secretariat's activities, electronic information is maintained in secure access-controlled systems, hard copy material is held in GODAN Secretariat offices, and access limited to authorised users. Risks associated with personal data security will be regularly reviewed.
8. Personal data shall not be transferred to a partner unless that partner ensures an adequate level of protection for the rights and freedoms of data subjects in relation to the processing of personal data. The GODAN Secretariat will eliminate, as appropriate, personal data from any information shared with other parties. The GODAN Secretariat does not under any circumstances sell, trade or rent personal data to any third party.