

**Participant Information Sheet for persons who run and support  
local/international charities and NGOs including those who use the Dundee West End Community  
Fridge**

The target population will be the group as mentioned above. Examples include: the Project Co-ordinator for Gate Church Carbon Saving Project, volunteers at the community fridge, suppliers, other people who collect food items from the fridge and local council leaders through whom the Carbon Saving Project is administered. Due to the current pandemic (COVID-19), the participant pool has been increased to include local and international charities.

**Co-designing the Internet of Things with Communities**

**University of Dundee School Research Ethics Committee Application/Approval Number:  
UOD-DJCAD-2020-0183**

You are invited to take part in a research project titled *Co-designing the Internet of Things with Communities*. Before you decide whether or not you would like to participate, it is important that you read the information provided below. This will help you to understand why and how the research is being carried out and what participation will involve. If you have any questions or seek clarification, please inform the researcher who gave you this information.

**Who is conducting the research?**

Principal Researcher: Sarah Kiden, PhD Researcher, University of Dundee

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**Who is funding the research?**

The project is funded under the European Union's Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement number 813508.

**What is the purpose of the research?**

This research project is part of Open Design of Trusted Things (OpenDoTT), a joint PhD programme from the University of Dundee and Mozilla to explore how to build a more open, secure, and trustworthy Internet of Things (IoT).

The focus of my study will be with communities and neighbourhoods, and new models for IoT that might bring potential benefits to grassroots communities. The project draws inspiration from community initiatives like community networks and radios, where communities have participated in building and maintaining their own technology, hence giving rural communities access to information in areas that would be otherwise hard to reach. The Dundee West End Community Fridge, run by the Gate Church Carbon Saving Project, has been identified as a community object for the research. Other local/international charities and NGOs will be identified in the process.

The project aims at exploring possibilities for smaller-scale local IoT solutions and the challenges for operating at this scale.

**Why have I been invited to take part?**

You have been invited to take part because you have been identified as someone who - who uses, runs or supports a local/international charity or NGO. For the case of the Dundee West End Community Fridge, you have been identified as someone who works on the Carbon Saving Project, uses the fridge, volunteers, or supports the charity.

**Do I have to take part?**

No. Taking part in the research is voluntary and choosing not to take part will not disadvantage you in any way. If you choose to take part, you will be given a consent sheet which confirms that you have agreed to take part in the research and how the information will be used. You may also decide to withdraw from the study at any time without explanation and without penalty. Should you wish to withdraw from the research, please notify the researcher immediately through the contact information provided on page 1 above. Please note that it may not be possible for you to withdraw after data collection is complete and if the data is anonymous.

**What will happen if I take part?**

If you decide to take part in the study, you will be involved in a single session, in-person interview that will last approximately 30 minutes. The interview will consist of mostly open ended questions regarding your experience with using the community fridge. It will be recorded using an audio recorder or using one of the features on Microsoft Teams or Zoom, for transcription purposes and to aid analysis of the data after the interview. Should we require you to take photographs or record a video of your interaction at the fridge, we shall request permission to do so and you may choose to decline before, during and after the recording. Please note that all recordings will not be labelled with any personal information like your name or date of birth and will only be available to the researcher and project supervisors.

We may give you a probe in the form of a diary to take home and continue with the research. The probe only requires you to record information regarding frequency of visiting the fridge and food items that you collect during your visits.

**Are there any risks in taking part?**

There are no known risks for taking part in the study. Should any issues arise during the research, support channels will be sought through Gate Church International.

**What are the possible benefits of taking part?**

There will be no direct benefit to the participant for taking part in the research. However, we hope that your contribution will give insights on co-designing technology with communities and in the long run ensure that we get better technology.

**Will my taking part in this project be kept confidential?**

All data will be strictly confidential and will be stored on the recommended University storage system for the duration of the project.

**What will happen to the information I provide?**

All data and information throughout the study will be handled through the recommended data management standards as required by the University of Dundee and by data protection laws. All unprocessed data will only be accessed by the researcher and the project supervisors within the research project. The data will be strictly confidential and will be stored on the recommended University storage system for the duration of the project, providing access only to the persons stated earlier. Processed data may be shared with the Gate Church Carbon Saving Project, other charities as identified and other researchers for purposes of improving the services and further research, but this data will be completely anonymous.

Data will be stored on OneDrive, the University's recommended platform for the duration of the project. Processed data may be shared with the Gate Church Carbon Saving Project, other charities and other researchers for purposes of improving the services and further research, but this data will be completely anonymous.

Should you wish to be kept informed about how the project develops, please contact the researcher by emailing [skiden001@dundee.ac.uk](mailto:skiden001@dundee.ac.uk) and [sarahk@mozillafoundation.org](mailto:sarahk@mozillafoundation.org).

**Data Protection**

The personal data that will be collected and processed in this study are age range, gender, occupation, area where you live (not exact address). We may collect data about ethnicity but in this case we shall seek consent before collecting this data. Photos, audio and videos may be recorded and also in this case, consent will be sought before any recordings are made.

The University asserts that it is lawful for it to process your personal data in this project as the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

The University of Dundee is the data controller for the personal and/or special categories of personal data processed in this project.

The University respects your rights and preferences in relation to your data and if you wish to update, access, erase, or limit the use of your information, please let us know by emailing [skiden001@dundee.ac.uk](mailto:skiden001@dundee.ac.uk) or [sarahk@mozillafoundation.org](mailto:sarahk@mozillafoundation.org) or calling +44 7453603008. Please note that some of your rights may be limited where personal data is processed for research, but we are happy to discuss that with you. If you wish to complain about the use of your information please contact the University's Data Protection Officer in the first instance (email: [dataprotection@dundee.ac.uk](mailto:dataprotection@dundee.ac.uk)). You may also wish to contact the Information Commissioner's Office (<https://ico.org.uk/>).

You can find more information about the ways that personal data is used at the University at: <https://www.dundee.ac.uk/information-governance/dataprotection/>.

**Is there someone else I can complain to?**

If you wish to complain about the way the research has been conducted please contact the Convener of the University Research Ethics Committee (<https://www.dundee.ac.uk/research/ethics/contacts/>).

**Alternative formats**

Alternative formats are available upon request.