Grant agreement No. 101069852

Move2CCAM

MethOds and tools for comprehensive impact Assessment of the CCAM solutions for passengers and goods

HORIZON-CL5-2021-D6-01

D3.2

Interim Data Management Plan

WP3 – Data, Impact Analysis and Mapping

Dissemination Level		
PU	Public	X
SEN	Sensitive	

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Copyright

Document history

Version	Date	Released by	Comments
0.1	01/12/2023	MOBY	Initial Version with ToC
0.2	22/01/2024	MOBY	Added the partner data sheets

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Acronyms and definitions

Acronyms	**Definitions**
DMP	Data Management Plan
FAIR	Findable, Accessible, Interoperable and Re-usable
GDPR	General Data Protection Regulation
DoA	Description of Action
DOI	*Digital Object Identifier*
OSI	Open-Source Initiative
IAMT	Impact AssessMent Tool

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Introduction

Task 3.1 is responsible for developing the data management plan (DMP) relative to primary and secondary data that will be collected and used within MOVE2CCAM. The DMP will specify the subjects and their responsibility in data management in order to deliver highly efficient and secure data management. It will provide guidelines regarding how the data should be collected, stored, transferred to different types of entities (e.g. consortium members, satellites stakeholders, academia), and who the data controllers and processors are. It will also define procedures to enable the collected data to be open to the public for analysis and further usage.

General context

Management of data is an important element of large scale multi-disciplinary projects. As such, MOVE2CCAM is collecting, using and generating a heterogeneous set of data throughout its lifecycle. This deliverable is the first version of the project's Data Management Plan and provides an initial view of the datasets that are expected to be accessed, processed, created, or acquired during the lifetime of the project. Moreover, this deliverable reports on the data sharing agreements that are to be put in effect over the course of the project in order to adhere to the GDPR regulations for primary data issued by the MOVE2CCAM satellite activities.

Deliverable objectives

The MOVE2CCAM DMP aims to apply practices for safeguarding that the research data are findable, accessible, interoperable and re-usable (FAIR) and provides measures for data security and protection.

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1. Methodological approach

The Data Management Plan (DMP) explains the proposed actions for the overall control of MOVE2CCAM's data and publications. The DMP is a "live document" that will be constantly updated during the course of the project. This document is the second version of the Interim Data Management Plan. As a first version of the DMP was produced in M4 of the project (Internal Data Management Plan) and one further third version of the DMP will be produced in M30 (Final Data Management Plan).

In order to derive the data sources which are generated and used within the MOVE2CCAM project, a collaborative methodology is followed where all partners dealing with data are involved. Templates to record existing and new datasets are created and provided to relevant partners. The templates are filled-in by partners leading each corresponding activity and include information regarding the dataset's description, purpose and utility, reference and name, storage, partners involved, format, related metadata and standards, related to the project's objectives, whether it is a new or an existing dataset with expected size. An initial list of dataset descriptions from the MOVE2CCAM project partners was collected and can be found in ANNEX I of this first version of the Data Management Plan. Specifically, information was provided for the co-creation activities with the Satellites that have already taken place up to M18 of the project (Activities 1-6).

The present version of the Data Management Plan, provides an interim view of the datasets that will be used, accessed, produced, based on the Grant Agreement of MOVE2CCAM. Therefore, in order to reach the updated view of the MOVE2CCAM datasets, partners will be asked to revise the data templates based on recent and relevant information. Moreover, this deliverable reports on data sharing agreements that will be put in effect over the course of the project in order to adhere to the GDPR regulations for primary data emerging from the MOVE2CCAM surveys. Finally, this deliverable provides a set of new datasets which are expected to be generated and published by the MOVE2CCAM project. These datasets are described in Section 2.3.

The remainder of the deliverable is structured as follows. In Section 2 the document embarks with an updated summary of the types and sources of data and continues in Section 3 with the description of the practices for safeguarding that the MOVE2CCAM research data are findable, accessible, interoperable and re-usable (FAIR). An account of the allocated resources for data management is included. Then as an appreciation of the data security and ethical considerations, principles to be adopted is provided in Sections 4, 5 and 6. The conclusions and next steps are part of Section 7.

Table 1: List of DMP deliverables of Move2CCAM

Deliverable No	Deliverable Name	Work Package	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D3.1	Initial data management plan	WP3	MOBY	R - Document, report	PU	M4
D3.2	Interim Data Management Plan	WP3	MOBY	R - Document, report	PU	M18
D3.6	Final data management plan & the MOVE2CCAM data warehouse	WP3	MOBY	R - Document, report	PU	M30

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2. Data Summary

2.1. Purpose of Data Collection

The goal of MOVE2CCAM is to explore the multisystem impact of CCAM passenger and freight solutions; define use cases, business models and Key Performance Indicators through co-creation activities with the "MOVE2CCAM Satellites", and develop a practical system dynamics-based impact assessment tool that will enable the evaluation of CCAM interventions' impact on mobility-, socio-economic-, public health- and environmental-related aspects considering diverse European region specifics and different actors' needs, objectives and perceptions.

MOVE2CCAM through the Satellites activities generates several primary datasets with different types of data (numeric/quantitative, text/qualitative, images, and videos). To make sure that data will be in a format to be used by all the consortium partners for the different types of analysis during the project, the focus of Building Block BB3 (WP3) is to bring data in a shape that follows the FAIR principles. Applying these principles from the beginning, ensures that public datasets in the MOVE2CCAM Data Warehouse are openly available to the public after the completion of the project and easily accessible and utilised by interested parties. Moreover, T3.1 is dedicated to the Data Management Plan (DMP) with the main purpose to produce a DMP that will guide the data storage and handling throughout the project and monitor the progress. The first version of the DMP (D3.1) was released in M4, an interim version (D3.2) is released in M18 (this version), and the final one (D3.6) will be released in M30 with the completion of the project.

More specifically, the Interim MOVE2CCAM DMP at this stage, includes the following:

- **Findability**: To ensure that others can find the MOVE2CCAM data and the other outcomes (i.e. project deliverables), the data and reports will be hosted within a stable and recognised open repository (e.g. Zenodo) in order to be findable through a globally unique persistent identifier (i.e. DOI). The data will be accompanied by dictionaries and tags describing the data and any other appropriate metadata. Using such a repository and identifier ensures that the MOVE2CCAM data warehouse, as explained in D3.3 will continue to be available to both humans and machines in a useable form after the completion of the project. Academic papers that will be outputs of this project and will be submitted to journals, will be assigned with a DOI upon their publication.

- **Accessibility**: The MOVE2CCAM data warehouse will apply the Creative Commons Attribution International Public License (CC BY) or Creative Commons Public Domain Dedication (CC0 license) which facilitates data reuse. For the source code of the models that will be developed, the OSI[1]-approved license will be considered to enable code accessibility, depending on the use and origin of each model. In addition, the academic papers may also submit the data used for analysis to the relevant Journals.

- **Interoperability**: the MOVE2CCAM data will be stored in the Data Warehouse in a non-proprietary open file format and described using a standard vocabulary (for example, each data source will be provided with a specific name that is composed by different parts/elements, containing information about the location, data type or format and naming structures).

- **Reusability**: By following the aforementioned principles, it is ensured that the MOVE2CCAM data and outcomes (reports and source codes) will be easy to be reused by humans and machines.

- **Curation and storage/preservation costs**: MOBY is the partner who is responsible for developing the DMP and the MOVE2CCAM data warehouse. MOBY leads T3.1: Data Management Plan (M1-M30), and T3.4:

[1] Open-source Initiative

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MOVE2CCAM Data Warehouse design. Budget has been allocated to MOBY to store Data required to build the MOVE2CCAM models.

These data are used with the aim to build transport and spatial models include both primary data, i.e., data collected in the course of the project and secondary data, i.e., data that have been collected for some other purpose outside the project's scope but can be utilized for feeding the MOVE2CCAM Impact Assessment Tool.

2.2. Relation of Data to the project's objectives

The following table summarizes the relation of the different data categories to the project objectives, as they are described in Chapter 1.1.2 of Part B of the DoA. Note that O1, O2, O3, O4 are related to the implementation of the MOVE2CCAM tools and models, whereas O5, O6, O7, O8 are related to the application of the models and dissemination of results.

Data required to build the MOVE2CCAM tools and models.	O1-Review of existing and future CCAM solutions O2-Establish MOVE2CCAM satellites O3-Co-create CCAM use cases and business models O4-Explore and analyse satellites' requirements
Data emerging from the MOVE2CCAM pilot studies	O5-Develop IAMT O6-Design training material and course O7-Create recommendations for SUMP O8-Scale-up and disseminate the developed tool, frameworks, and findings

2.3. Data sources in relation to satellite engagement activities

The following sections, describe the various activities that have currently been identified within the MOVE2CCAM project. For each activity the means of data handling, audience size, participant type, methods, and data type are described. It should be noted that the datasets will be updated as the project advances and further information will be added to this document. For the purposes of the present version of the deliverable, MOVE2CCAM partners have filled out the forms that detail the data that will be accessed/produced and can be found in ANNEX I of this document. A brief description of the 9 foreseen activities is laid out in the following sections. The first six activities have already been completed or are near to completion, whereas the data collection of the last three activities have not officially commenced.

2.3.1. CCAM use cases, scenarios and KPIs co-design – Organisations (M7; relates to WP1+WP3)

- *Activities*:
  - *3 physical workshops at each of the 3 prototypical regions + 1 online pan-European*
- *Audience size:*
  - *35 organizations participated in all prototypical regions and 14 organizations participated in the pan-European workshop.*
- *Method:*
  - *Pre-task questionnaire, use case design, design thinking*
- *Data*:
  - *text, photos*

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2.3.2. CCAM use cases, scenarios and KPIs co-design – Citizens (M7; WP1+WP3)

- *Activities*:
  - *face to face dialogues and focus groups in the 3 prototypical regions*
  - *a total of 5 online dialogues in CY, DE, SP, FR, UK*
- *Audience size*:
  - *On average, approximately 35 people in each country (total: 274 people)*
- *Method:*
  - *Pre-task questionnaire, use case design, design thinking;*
- *Data:*
  - *text, photos, numeric*

2.3.3. CCAM prototype business models – Organisations (M7-M8; relates to WP1)

- *Activities*:
  - *1 physical workshop in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
- *Audience size*:
  - *On average, approximately 10 organizations in each country (total: 80 organisations)*
- *Method:*
  - *design thinking and discussions; Data: text, photos, numeric*

2.3.4. Final CCAM scenarios and KPIs & CCAM impact – Organisations (M14-M15; WP1+WP3+WP4)

- *Activities*:
  - *1 physical workshop in each of the 3 prototypical regions + 1 online pan-European (total: 4)*
- *Audience size*:
  - *On average, approximately 11 organisations in each country (total: 87 organisations)*
- *Method:*
  - *systems thinking, scenario exploration*
- *Data*:
  - *text, photos*

2.3.5. Final CCAM scenarios, KPIs & CCAM Impact – Citizens (M4-M15; WP1+WP3+WP4)

- *Activities*:
  i) online dialogues in 8 countries
  ii) face to face dialogues in 3 countries (NL, PL, GR) + online dialogues in 5 countries (CY, UK, SP, FR, DE)
  iii) virtual reality games in 3 countries (NL, PL, UK)
  iv) AV demonstration in Helmond, NL
- *Audience size*:
  1) total 232 people in all countries,
  2) 103 people (face-to-face dialogues) and 129 people (online dialogues),

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3) Expected 32 people in each country (3X32= 96 people),
4) Expected 32 people in Helmond, NL (1X32= 32 people)

total: 232+103+129+96+32= 592 people

- *Methods:*
  - *mixed dialogues, virtual reality games, trial experience, scenario exploration*
- *Data*:
  - *text, images, videos, numeric*

2.3.6. Pan-European citizens survey: CCAM requirements and impact (M17-M18), WP3+WP4)

- *Activities:*
  - *1 online survey in 8 countries*
- *Audience size*:
  - *1,000 in each country (total: 8,000 people)*
- *Methods:*
  - *online questionnaires collecting revealed preference and stated preference data*
- *Data:*
  - *numeric*

2.3.7. Mixing Citizens & Organisations: CCAM Impact (M18-M19; WP3+WP4)

- *Activities:*
  - *1 physical workshop in each of the 3 regions + 1 online pan-European*
- *Audience size*:
  - *20 organisations + 20 citizens (all reconverted; total: 160)*
- *Methods:*
  - *scenario exploitation, social simulation experiments*
- *Data*:
  - *text, images, numeric*

2.3.8. IAMT prototype demo and feedback (M21; WP4)

- *Activities*:
  - *1 physical workshop in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
- *Audience size:*
  - *40 org. in each region + at least 120 pan-European*

2.3.9. IAMT tool presentation (M26; WP4)

- *Activities:*
  - *1 physical in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
- *Audience size:*
  - *40 org. in each region + at least 120 pan-European*

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2.4. Types and formats of the project's data from Pilot Sites

In the following sections, the primary and secondary data which have currently been identified within the MOVE2CCAM project are being discussed, along with steps taken for their handling among partners. Note that the datasets will be updated as the project advances and further information will be added to this document.

2.4.1. Primary data from surveys and Pilot Sites

As part of the Move2CCAM surveys, personal data of survey participants will be collected by Move2CCAM project partners. Following the GDPR regulations, the Move2CCAM consortium has established a set of data sharing and processing agreements between project partners in order to facilitate data exchange and processing.

In order to be able to process the corresponding data a joint *Data Sharing Agreement* will have to be signed by BABLE (the project coordinator), Moby (the partner who collects the data through the Moby app) and UCL (the partner who contributes to the collection of data).

Moreover, a *Data Processing Agreement* will be signed between partner BABLE (the project coordinator) and MOBY (the partner managing Move2CCAM's Data Warehouse) for potential storage of primary data in Move2CCAM's data warehouse.

Data sharing agreements between other partners have not been signed at this point as they will have access to anonymized, aggregated, and processed data from the primary surveys. In case a need for data sharing emerges separate agreements between the project coordinator and the partners will be put in place.

MOVE2CCAM will apply the MOVE2CCAM IAMT in three (3) pilot studies (Netherlands, Poland, Greece). It is expected that the models will generate evidence which will allow the identification of mobility solutions, measures, policies, and business models to address current and future challenges of CCAM.

2.4.2. Secondary data from the Pilot Sites

As described in Deliverable D3.3, secondary data that are considered in the research project are identified within the eight main components (domains) that are reflected throughout the MOVE2CCAM project:

- Mobility
- Safety
- Public Health
- Economy
- Environment
- Land Use
- Network Efficiency
- Equity

Secondary data, derived from sources like Eurostat, national statistical repositories, and past CCAM-related research projects, bring a broader spectrum of information. They offer varied dimensions and perspectives that enrich the depth of the analysis. This extension beyond the project's immediate activities provides a more comprehensive view of the subject matter.

In the process that includes the review of secondary data, the following issues of data characteristics were taken into account:

- Level of analysis, that is the geographical reach, location, size, or scale;
- Unit of measurement, that is the distinct unit from which data is measured with;

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- Data format that considers whether data are available in a consistent manner, while also considers issues that can be further explored or directly modified by interested users of the tool and the respective databases
- Data type that includes issues related to privacy, ownership and accessibility of further secondary databases

These issues have been addressed in collaboration with the consortium to guarantee that the correct procedure on identifying and collecting secondary data is considered.

There are two main types of secondary data:

- Open-access data that are derived from administrative data sets or external repositories and data sources outside of the project (Eurostat, national statistical repositories).
- Restricted-access data that are either coming from public data set but requiring administrative authorization to access more specific and detailed data or coming from private datasets from private structures or include proprietary type of information and cannot be open to the public.

It is worth noting that the intention is to solicit information pertaining to secondary data collection that fall within the former category (open-access data), however for the cases that such open-access data cannot be found, restricted-access data were utilized. Given that a number of activities are still undergoing, the list of variables has not been finalized. Lastly, the data collection pertaining to secondary data up to M18 and the purposes of the herein document (Interim Data Management Plan) pivoted around open-access data and not restricted-access data.

2.4.3. Data generated by the MOVE2CCAM use-cases and will be potentially published as open data

MOVE2CCAM focuses on a set of modelling use cases to showcase the value of its Impact Assessment Tool. The simulation results of the different use cases are expected to generate datasets which will be published by the project. The list of generated datasets will be updated in the interim version of the DMP and also towards the end of the project once the modelled use cases are formulated and ran.

3. Fair Data

3.1. Making data findable, including provisions for metadata

In order to make the project data findable, a Digital Object Identifier (DOI) will be requested for each artefact. In more details, DOIs from Crossref (a global organization that facilitates the discovery, citation, linkage, assessment, and reusability of research objects) will be used for research publications, while DOIs from DataCite (a community sharing openly available research outputs and resources) and will be pursued for labelling each public dataset of the project. In addition, a metadata record for each output of the project will be created and stored in the data directory. Amongst other fields, each metadata record will have a set of keywords that will make searches easier for external parties.

3.1.1. Naming Convention Strategy

In MOVE2CCAM, each data source will be provided with a specific name that is composed by different parts/elements, containing information about pilot country, data type or format and naming structure as follows:

ORIGIN_ORG_ TOD _ FORMAT_Info_VERSION

- ORIGIN: A prefix denoting if the dataset is pre-existing or new, followed by the first letters (three max) of the pilot's country or GEN if the data artefact is pilot agnostic
- TOD: The type of data

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- FORMAT: The data format/extension
- Info: Additional (abbreviated) information about the dataset. For example, the year when the dataset was published.
- VERSION: The version of the dataset.

3.1.2. Version Numbering Strategy

In MOVE2CCAM, a data versioning strategy similar to software versioning is followed, applying a two-part numbering rule: Major.Minor (e.g. v2.1). Major data revision indicates a change in the formation and/or content of a dataset that may bring changes in scope, context or intended use. For example, a major revision may increase or decrease the statistical power of a collection, require change of data access interfaces, or enable or disable answering of more or less research questions. A Major revision may incorporate:

- substantial new data items added to /deleted from a collection
- data values changed because temporal and/or spatial baseline changes
- additional data attributes introduced
- changes in a data generation model
- format of data items changed
- major changes in upstream datasets.

Minor revisions often involve quality improvement over existing data items. These changes may not affect the scope or intended use of initial collection. A Minor revision may include:

- renaming of data attribute
- correction of errors in existing data
- re-running a data generation model with adjustment of some parameters
- minor changes in upstream datasets.

3.1.3. Metadata & Search keywords

All datasets that will be openly available will be accompanied with metadata information which will render them findable by interested third parties. Search keywords will be defined and will be part of the related metadata for each dataset.

At this point the CERIF[2] metadata format will be used and in the course of the project, additional applicable formats may be identified and used.

3.2. Making data openly accessible

A number of datasets that will be used as part of the project will actually be provided by previous studies. Some of these datasets are already publicly available, while others are proprietary and have high commercial sensitivity. In the cases where private data are processed and aggregated (e.g. as part of a model, or functionality of a component) permission will be requested by the provider prior to making the altered data publicly available.

In reference to the nature of the user data involved, some of the results that will be generated by each project phase will be restricted to authorised users, while other results will be publicly available. As per the consortium's Ethics commitment during the negotiation phase of the project, data access and sharing activities will be rigorously implemented in compliance with the privacy and data collection rules and regulations, as they are applied nationally and in the EU.

[2] https://www.eurocris.org/cerif/main-features-cerif

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Since the DMP is expected to mature during the project, the subsequent releases of the deliverable will specify the repositories where the data will be stored and go into more detail on how this data can be accessed by the wider research community.

3.2.1. Datasets

Datasets characterised as "openly accessible" will be published in the following open repositories in OpenAire:

- https://explore.openaire.eu/search/project?projectId=corda_____he::fe47ffc511be4d98f54d1ad5473cbc55

3.2.2. Scientific Publications

As required by the Grant Agreement, research publications will be made available through Green Open Access, where each publication needs to be made available at the MOVE2CCAM and Institutional portals. If applicable, Gold Open Access may be necessary, where the publication will be openly available through the publisher's website. The publications generated within the project will be disseminated through the project's dissemination and exploitation channels and follow the process described in the relevant project strategies.

3.2.3. Source code

It will be at the discretion of individual consortium members to decide whether the source code of their developed software is openly accessible. In such cases, different free and open-source software licenses will be investigated and the appropriate ones will be selected. Open-source code from the MOVE2CCAM project will be made available through a common GitHub Repository.

3.3. Making data scalable

As described in D3.3., the Move2CCAM Data Warehouse serves as a central repository for data collection, storage, and sharing within the Move2CCAM project. The design is tailored to meet the project's unique data management needs, ensuring efficient handling, security, and accessibility of data. The primary purpose of the Data Warehouse is to provide a scalable, and secure platform for storing a wide variety of data collected from various sources that includes primary and secondary data. The scope of this platform extends to ensuring data integrity, facilitating easy access for authorized partners, and supporting the project's overall objectives. MOVE2CCAM partners will use tags within the Data Warehouse when possible, to facilitate a quick and seamless operation.

4. Allocation of Resources

Regarding the resources related to data management activities, the project includes a work package that is dedicated to managing the engagement activities with the project's satellites (WP2), and a work package for collecting data from organisations, citizens and other sources (WP3). WP4 is responsible for creating the infrastructure for securely storing data for the lifespan of the project, while the present task (T3.1) is dedicated to creating and updating the data management plan. The data management plan task is led by MOBY who, together with all the partners, will handle the management of data relative to the technological aspects of the platform.

5. Data Security and Protection

The MOVE2CCAM platform will provide all required measures for secure data access with the usage of the latest encryption tools and protocols as well as data access control practices to prevent data misuse or manipulation. The data security mechanisms are defined and implemented during the design and

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implementation of the MOVE2CCAM data warehouse (D3.3) and the implementation of the Impact Assessment Tool (D4.1 & D4.2). It is foreseen that the starting candidates will be TLSv3 protocol for secure data connections and OAuth for access control.

In particular, the Data Warehouse platform is on a secure connection with the appropriate security protocols, including encryption and access controls, to protect data against unauthorized access and breaches. In the pursuit of ensuring the utmost security and confidentiality of data within the infrastructure, a security evaluation was conducted by Nextcloud Official Security Scan. This evaluation assigned the Data Warehouse platform as a 'Rating A' for its security posture, indicating an absence of any vulnerabilities. Advanced hardening measures, including but not limited to Bruteforce protection, CSPv3, Same-Site-Cookies, and password verification against the HaveIBeenPwned database. Additionally, our server configuration Data Warehouse is aligned with security practices, as evidenced by the activation of critical security headers like X-Frame-Options and X-Content-Type-Options. Finally, the Data Warehouse fully embraces the GDPR. Users' data remains private and secure under the GDPR's principles. At Data Warehouse, we also make sure our data handling aligns with the FAIR principles, meaning that data is made easily findable, accessible, interoperable, and reusable.

5.1. Storage of sensitive data

Data privacy and user data protection issues will strictly follow the "user decides" principle. End-users will always have the possibility (and only the user) to decide which personal or private data to be used and all user referenced data will always be grouped and combined via anonymization tools to avoid the possibility of breaking it down to one user. All personal data stored within the MOVE2CCAM project will be archived for the lifetime of the project only, and will be coded, stored and kept privately in a secure location. No information will be shared with any external to the MOVE2CCAM consortium party without the prior express permission of the user. Sensitive information will be stored in an encrypted form, and all data will be protected by password access.

Datawarehouse has been successfully deployed on MOBY's production server, hosted on an EC2 instance within the AWS infrastructure located in Ireland. This strategic choice ensures high availability, scalability, and robust security measures for our data storage needs. It's essential to note that MOBY manages and maintains responsibility for the data stored within the Datawarehouse environment. This setup ensures compliance with the regulatory requirements in the EU.

5.2. Provisions for sharing of data amongst partners

In terms of the collaboration among partners, a Consortium Agreement is signed by all partners of the Consortium. The purpose of this Consortium Agreement is to specify with respect to the Project the relationship among the Parties, concerning the organisation of the work between the Parties, the management of the Project and the rights and obligations of the Parties concerning inter alia liability, access rights, and dispute resolution. Specifically for the sharing of sensitive/personal information, data, and code, special provisions are made within the Consortium Agreement that will ensure the secure handling of the above, and the protection of confidentiality by terms of non-disclosure to third parties. These provisions are complementary to the *Data Sharing Agreement* and *Data Processing Agreement* that are already described in chapter 2.4.1.

5.3. Adherence to the General Data Protection Regulation

The General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679)[3] concerns issues related to the protection of natural persons regarding the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation). The regulation has been

[3] http://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX%3A32016R0679

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proposed and established by which the European Parliament, the Council of the European Union and the European Commission. It intends to strengthen and unify data protection for all individuals within the European Union (EU) and addresses issue related to the export of personal data outside the EU.

The GDPR aims primarily to give control to citizens and residents over their personal data and to simplify the regulatory environment for international business by unifying the regulation within the EU. GDPR has been adopted on 27 April 2016, while it became enforceable from 25 May 2018, allowing a two-year transition period for member states. It is important to note that GDPR does not require national governments to pass any enabling legislation and is thus directly binding and applicable. The MOVE2CCAM consortium is taking measures so that any user and related personal data gathered from the project strictly respect required consent management and related GDPR compliancy process. More specifically, there are eleven main steps followed by the consortium, as they have also been proposed by the ICO organization (Information Commissioner's Office) in the UK[4].

Step 1: Awareness. All partner organizations, corresponding decision makers and key persons within the MOVE2CCAM consortium have been informed of the GDPR enforcement and have been provided with related material in order to understand the impact of GDPR in their work. Partners will be requested to identify areas that could cause GDPR compliance issues and proceed with resolution actions if needed.

Step 2: Information held. The consortium, starting from D3.1 (Internal Data Management Plan), is documenting the personal data that will be stored along with information related to where these data came from and with whom they will be shared with. Records of data processing activities will be maintained. The aforementioned actions will allow the consortium to comply with the GDPR's accountability principle, which requires organisations to be able to show how they comply with the data protection principles, for example by having effective policies and procedures in place.

Step 3: Communicating privacy information. The MOVE2CCAM plan for providing privacy notices already considers the GDPR guidelines. Users who will participate in the pilot surveys will be provided with all needed information, including the project's identity and how the consortium intends to use the collected information through privacy notices. End-users will also be informed of the legal basis for processing the data, the data retention period and their right to complain to MOVE2CCAM if they think there is an issue with the way their data are handled. All related information will be communicated to end-users in concise, easy to understand and clear language.

Step 4: Individuals' rights. The MOVE2CCAM consortium will provide procedures to cover all the rights individuals have, including personal data deletion as well as making data electronically available in a commonly used format. More specifically, the following rights for individuals are considered:

- the right to be informed;
- the right to access;
- the right to rectification;
- the right to erase;
- the right to restrict processing;
- the right to data portability;
- the right to object;
- the right to refuse automated decision-making including profiling.

Step 5: Subject access requests. Handling data access requests in MOVE2CCAM considering the following points:

- Access requests are free of charge.

[4] https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr

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- Data access requests will be handled within one-month maximum period.
- The project will reject requests that are proven to be manifestly unfounded or excessive.
- If a request is rejected, a clear justification will be provided, and the individual will be informed of the right to complain to the supervisory authority and to a judicial remedy. Any justification will be provided within a maximum period of one month.

Step 6: Lawful basis for processing personal data. A lawful basis for data processing activities has been established and relies on consent for information and privacy notices.

Step 7: Consent. The information consent forms which will be provided to end-users will comply and meet the GDPR standards. The consent will be freely provided, specific, educated and unambiguous. Moreover, it will be separate from other terms and conditions, and will provide simple ways for users to withdraw from consent.

Step 8: Children. Although the involvement of underage pilot participants is not anticipated, the age of the users will be verified and parental or guardian consent for any data processing activity will have to be obtained for underage users.

Step 9: Data breaches. MOVE2CCAM establishes procedures to detect, report and investigate a personal data breach. Where a breach is likely to result in a high risk to the rights and freedom of individuals, these individuals will be notified directly.

Step 10: Data Protection by Design and Data Protection Impact Assessments. MOVE2CCAM implements a privacy by design approach. Both WP3 and WP6 are set out to handle all related aspects.

Step 11: Data Protection Officers. The responsibility for data protection compliance falls under the Data Protection Officers of the partners involved in sensitive data handling, who have the knowledge, support and authority to ensure that the project, its procedures and outcomes adhere to GDPR.

6. Ethical Aspects

Given that MOVE2CCAM intends to involve citizens in surveys, it is necessary that a governance and ethics framework is embedded within the project. Ethical aspects related to the activities of the project will be managed within T6.5 “Ethics management and Security”. This work package establishes an effective ethical management, rooted in the project, with a thorough understanding of both the underlying science as well as the associated ethical principles. It covers the management of the project ethical issues related to user studies ensuring the adherence to relevant regulations. It also includes the provision of consent forms, information sheets and anonymity to participants in the different surveys, while it foresees the monitoring of data sharing frameworks, privacy, and information laws.

6.1. Informed Consent

Participation of persons will be entirely voluntary and MOVE2CCAM related initiatives will need to obtain (and clearly document) informed consent from users in advance of their involvement in the MOVE2CCAM project. The informed consent form with information sheets will be in a language and in terms fully understandable to participants, describing the aims, methods and implications of the research, the nature of the participation, the amount and nature of the data being stored, any benefits, risks or discomfort that might be involved and the nature of any resulting dissemination. Consent forms will explicitly state that participation is voluntary and that anyone has the right to refuse to participate and to withdraw their participation, samples or data at any time, without any consequences. The consortium will indicate what procedures will be implemented in the event of unexpected or incidental findings and will ensure that the potential participant has fully understood the information and does not feel pressured or forced to give written consent. Templates of the informed consent/assent forms and information sheets covering the

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voluntary participation and data protection issues (in language and terms intelligible to the participants, similar to the one submitted in the proposal), will be kept on file and will be submitted upon request.

6.2. Exchanging, archiving and preservation of data

The consortium, within its competences and available infrastructure, will ensure secure storage, delivery and access of personal information, as well as managing the rights of the users. In this way, there is complete guarantee that the accessed, delivered, stored and transmitted content will be managed by the right persons, with well-defined rights, at the right time. State-of-the-art firewalls, network security, encryption and authentication will be used to protect collected data (specific details will be developed in the course of the project, within WP3 and WP4, during the design and implementation of the data warehouse and the IAMT. Firewalls prevent the connection to open network ports, and exchange of data will be through consortium known ports, protected via IP filtering and password. Where possible (depending on the facilities of each partner) the data will be stored in a secured server, and all identification data will be stored separately. Intrusion Detection systems will monitor anomalies in network traffic and activate restraint policy if needed. A metadata framework will be used to identify the data types, owners and allowable use.

This will be combined with a controlled access mechanism and in the case of wireless data transmission with efficient encoding and encryption mechanisms. Data security will be implemented across all the research sites, and will cover procedures for storage, encryption and transmission of personal data in addition to any national data protection jurisdiction.

The collected data will be stored in a secure server, only visible to the research site network. Anonymous and identifiable data will be stored separately, and only the project authorized person(s) will have access to the stored data. Anonymity will be guaranteed by separating identifiable data from anonymous data. Anonymous data will be available to researchers. If any identifiable data is required for the research purposes, access and distribution to it will be granted only after explicit authorisation and after consent of the data holders (participants providing the data). Authentication will be required to access stored data on the research site.

Authorized researchers will have access to the recorded anonymous data after authentication with a centralized server and on a need-to-know basis. Researchers will have access rights to add data to the identity database. No editing or reading rights will be granted to them to prevent alteration/disclosure of private data, if a specific permission is not granted by the data holder.

Those researchers handling and processing personal and sensitive data within the project will be required to sign a statement that they are familiar with and abide by the contractual obligations of the consortium. If not included in this obligation, they will sign a statement that commits them to make sure project data are not provided to persons outside the project consortium.

When conducting research with vulnerable people and groups honouring and protecting anonymity and confidentiality is especially important. Potential physical, emotional and social dangers to which participants could be exposed through participation will be highly discussed and taken into account. The project consortium will ensure the avoidance of inadvertent reinforcement of negative social stereotypes concerning particular groups and unfair exploitation of vulnerable research participants.

A Data Protection Officer (DPO) will be appointed by all partners involved in personal data handling and the contact details of the DPOs will be made available to all data sets involved in the research.

As part of follow-up activities and for the preparation of the next version of this initial DMP long term a data preservation mechanism will be explored. The intention is to preserve non-sensitive data for a predetermined period after the completion of the project. Furthermore, the consortium will identify

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appropriate archiving institutions that might serve as long term data preservation entities, so that the data produced as part of MOVE2CCAM are accessible by the research community in the long term.

7. Conclusions

This is the intermediate version of the Data Management Plan provides an updated overview of the identified datasets based on the foreseen data requirements for the execution of the project, and an overview of the data sharing agreements that have been put in effect over the course of the project in order to adhere to the GDPR regulations for primary data generated by the MOVE2CCAM surveys. This document will be updated at M18 by D3.2 and then finalised by the end of the project into a final version (D3.6) that will be produced at M30.

MOVE2CCAM remains focused on FAIR usage of the data being collected by the research community. In addition, the data security and ethical considerations, as well as the resources available for managing data as part of the project continue to apply.

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ANNEX I: Data from Satellite Engagement Activities

1. CCAM use cases, scenarios and KPIs co-design – Organizations

MOVE2CCAM Work package and month	M7 relates to WP1+WP3
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	Activity 1
Activities involved	• 3 physical focus groups: 1 in each of the 3 prototypical regions • 1 online pan-European activity

Audience size	• Greece: 15
	• Netherlands: 10
	• Poland: 8
	• Pan European activity:
	  ○ UK: 5
	  ○ France: 3
	  ○ Germany: 3
	  ○ Spain: 3
	  ○ Cyprus: 0 (*Activity 1 took place outside working hours and the organizations could not join)*
	Total: 49

Methods used for data generation	• Pre-task questionnaire, carried out via Qualtrics • Use case design in moderate group dialogues

Data collected
Brief description of the data
	• Pre-task questionnaire in Qualtrics: awareness, general view and concerns on self-driving vehicles
	• Group dialogues:
	  ○ Text describing CCAM solutions: features of the vehicle and service provided, challenges to face and impacts to reach in excel files. Raw data collected in printed papers (prototypical regions) and power point file (online activity).
	  ○ Images in the form of CCAM timelines. Raw data collected in printed papers and power point file.
	  ○ List of participants inscribed and/or attending to the activity
	All this information was transferred to excel files for a better management of data.

Is the data primary or secondary?	Primary data
(If secondary data is used/collected) Has consent for secondary use been obtained?	N/A
Who is the creator of the data?	Pre-task questionnaire: UCL

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	Group dialogue: Each partner responsible of the activities in their market: • UK: Thinks Insight • France: Hakisa • Germany: Bable • Spain: CARTIF • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Who is the owner of the data?	Partner in charge of the data collection • Outputs of Pre-task questionnaire: UCL, Thinks Insight, HAKISA, BABLE, CARTIF, ELORIS, HELMOND, GZM. • Output of the use case design activity: Thinks Insight, HAKISA, BABLE, CARTIF, ELORIS, HELMOND, GZM
Time period of data collection	March 2023. Pre-task questionnaire was launched before the events which were held in different dates in March 2023.
Location of data collection	Pre-task questionnaire: Qualtrics managed by UCL (UK) CCAM use case design in moderate group dialogues: • UK: Thinks Insight • Cyprus: Moby • France: Hakisa • Germany: Bable • Spain: CARTIF • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Detailed description of variables or records	Pre-task questionnaire: Type of organisation (sector), geographical coverage, respondents' views about autonomous vehicles (awareness, general view, concerns, main beneficiaries, most influential actors) Group dialogues: • List of participants: Participant and organization's name, participant role in the organization, email and signature • Transport modes in the area where organizations operate, challenges to face and improvements needed. • Description of CCAM solution (vehicle typology, size and ownership, service provided (i.e. trip purpose, locations served, distances travelled, time of the day, frequency of the service), target users and method of payments. • Potential challenges to face for the deployment of CCAM solutions. Potential impacts to reach with the deployment of CCAM solutions. Perceptions on time horizon of the deployment of CCAM solutions
Where will the data be stored?	Anonymised project data are stored on the Move2CCAM consortium Project Sharepoint in TEAMS and in Data warehouse from the project. Raw data are stored by each partner in charge of the Activity 1. Online documents are

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	stored in own servers and paper documents in a folder dedicated to the project.
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	The management of data from Activity 1 consists of collect, process, store, backups and GDPR protection. Data management from focus group falls in the partner responsible of the activity in their market (i.e. Thinks Insight from UK, Moby from Cyprus, Hakisa from France, Bable from Germany, CARTIF from Spain, Eloris from Greece, Helmond from Netherland, GZM from Poland). The management of data from questionnaire pre-task falls in UCL. GDPR has been considered by all partners in charge of data collection to protect the personal data; which correspond with contacts details.
Will the data be publicly available?	No personal identifiable information will be publicly available
Describe the procedure(s) for safely storing and securing the data	Two procedures have been implemented for securing the personal data: • Pseudonymization: Name and contacts details of participants, such as email, are replaced by an ID. • Authentication to access to documents. A detailed description of the procedure established for each of the data flows is shown below. <u>Pre-tasks questionnaire</u> (anonymised project data) Participants include the assigned ID in the questionnaire and the rest of raw data are translated to an excel file and stored in the servers of the partners in charge of their collection, analysis and data processing (i.e. UCL, CARTIF, MOBY). Also, the excel files are stored in the project repository and in the data warehouse. <u>Group dialogues</u> *Opinions and perceptions* from participants are compiled in papers and in a power point. They are anonymised project data since the data source is not compiled. These data are stored by partners in charge of the data collection (i.e. Thinks Insight, Moby, Hakisa, Bable, CARTIF, Eloris, Helmond, GZM). Whereas papers are stored in folder of the project in a secure place with limit access from persons not involved in the project, online documents are available in the servers of the partners which require of a strong password to enter. These raw data are translated to an Excel file which is stored in the own servers of the partners, in the project repository and in the data warehouse. *Registration lists*, which contain participant names and contact details, are stored in online forms and in servers from partners in charge of the organization of Activity 1 (i.e. Thinks Insight, Moby, Hakisa, Bable, CARTIF, Eloris, Helmond, GZM). The access requires of a strong password. A separate document is shared in the project repository to monitor the success of the activity. The type of organization is stored in project repository with an ID number assigned.

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	Signature sheets, from face-to-face activities, contain the participant and company's names and the signature of the attendee. They are stored in a folder of the project in a secure place with limit access from persons not involved in the project. Records collected in papers and through online channels must keep for 5 years after the final payment as is described in the Grant Agreement.
Does the data include personal information? (e.g. name, email)?	Signature sheets and online forms contain personal data which are the name of the participant with interest or attending to the activity, the name of the company where work and contacts details such as the email.
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	Participants can report personal opinions during the activities and can be stored in printed papers and in recordings. However, there is no way to detect any individual person in any of the research outputs
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes – All partners agreed on the standardised informed consent form prior to beginning recruitment of participants. The consent form outlines the details of the research, the information we will ask for, and whether the research will be filmed or recorded. It is written in a concise, transparent, intelligible and easily accessible form, using clear and plain language. The consent form has been translated into local language and used in all markets. The signed consent forms for each market are stored by the relevant partner on their servers.
How will the identity of participants be protected if required (e.g. via anonymization)?	All participants have been issued an ID number allowing them to be fully anonymised in analysis and reporting phases. No individual person will be identified in any of the research outputs
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	All partners in charge of data collection follow the principles defined in the framework of the ISO 27001 and has a data protection and retention policy in place.

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2. CCAM use cases, scenarios and KPIs co-design – Citizens

MOVE2CCAM Work package and month	M7 relates to WP1+WP3
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	Activity 2
Activities involved	• 3 physical focus groups: 1 in each of the 3 prototypical regions • 5 online dialogues: 1 in each European country (UK, France, Germany, Spain, Cyprus)
Audience size	• Greece: 46 • Netherlands: 22 • Poland: 46 • UK: 35 • France: 34 • Germany: 30 • Spain: 37 • Cyprus: 17 Total: 274
Methods used for data generation	• Pre-task questionnaire, carried out via Qualtrics • Use case design in moderate group dialogues • Use case design in an online engagement platform named Recollective

Data collected
Brief description of the data
	• Pre-task questionnaire in Qualtrics: personal data related to status of health and mobility restrictions, travel behaviour, attitudes and intentions regarding the use of autonomous vehicles
	• Use case design:
	  ○ Text describing CCAM solutions: features of the vehicle and service provided, challenges to face and impacts to reach in excel files. Raw data collected in printed papers (prototypical regions) and power point file (online activity).
	  ○ Images in the form of CCAM timelines. Raw data collected in printed papers and power point file.
	  ○ List of participants inscribed and/or attending to the activity
	All this information was transferred to excel files for a better management of data.

Is the data primary or secondary?	Primary data
(If secondary data is used/collected) Has consent for secondary use been obtained?	N/A
Who is the creator of the data?	Pre-task questionnaire: UCL Group dialogue: Each partner responsible of the activities in their market: • UK: Thinks Insight

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	• France: Hakisa • Germany: Bable • Spain: CARTIF • Cyprus: MOBY • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Who is the owner of the data?	Partner in charge of the data collection • Outputs of Pre-task questionnaire: UCL, Thinks Insight, HAKISA, BABLE, CARTIF, MOBY, ELORIS, HELMOND, GZM. • Output of the use case design activity: Thinks Insight, HAKISA, BABLE, CARTIF, MOBY, ELORIS, HELMOND, GZM
Time period of data collection	March 2023. Pre-task questionnaire was launched before the events which were held in different dates in March 2023.

Location of data collection	Pre-task questionnaire: Qualtrics managed by UCL (UK)
	CCAM use case design in moderate group dialogues:
	• Physical focus groups:
	  ○ Greece: Eloris
	  ○ Netherlands: Helmond
	  ○ Poland: GZM
	• Online dialogues: Recollective Platform hired by Thinks Insight (UK).
	  ○ UK: Thinks Insight
	  ○ France: Hakisa
	  ○ Germany: Bable
	  ○ Spain: CARTIF
	  ○ Cyprus: MOBY

Detailed description of variables or records	Pre-task questionnaire: status of health, mobility restrictions due to health, use of mobility aids or equipment, the context in which the respondent travels and its actual travel behaviour, attitudes and intentions regarding the use of autonomous vehicles (awareness, concerns, willingness to use/pay, use of travel time) Group dialogues: • Transport modes in the area where organizations operate, challenges to face and improvements needed. • Description of CCAM solution (vehicle typology, size and ownership, service provided (i.e. trip purpose, locations served, distances travelled, time of the day, frequency of the service), target users and method of payments. • Potential challenges to face for the deployment of CCAM solutions. Potential impacts to reach with the deployment of CCAM solutions. Perceptions on time horizon of the deployment of CCAM solutions • List of participants: participant name, email and signature

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Where will the data be stored?	Anonymised project data are stored on the Move2CCAM consortium Project Sharepoint in TEAMS and in Data warehouse from the project. Raw data are stored by each partner in charge of the Activity 2. Online documents are stored in own servers and paper documents in a folder dedicated to the project.
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	The management of data from Activity 2 consists of collect, process, store, backups and GDPR protection. Data management from focus group falls in the partner responsible of the activity in their market (i.e. Thinks Insight from UK, Moby from Cyprus, Hakisa from France, Bable from Germany, CARTIF from Spain, MOBY from Cyprus, Eloris from Greece, Helmond from Netherland, GZM from Poland). The management of data from questionnaire pre-task falls in UCL. GDPR has been considered by all partners in charge of data collection to protect the personal data; which correspond with contacts details and health status.
Will the data be publicly available?	No personal identifiable information will be publicly available
Describe the procedure(s) for safely storing and securing the data	Two procedures have been implemented for securing the personal data: • Pseudonymization: Name and contacts details of participants, such as email, are replaced by an ID. • Authentication to access to documents. A detailed description of the procedure established for each of the data flows is shown below. <u>Citizens recruitment questionnaire (personal and sensitive personal data)</u> Each partner responsible of activities 2 from the project has hired an agency for the recruitment of a sample of citizens according to the requirements defined. The citizens are selected from a database owned from the agencies. Partners receive the characteristics of the citizens recruited through email in an excel file which only can be opened through a strong password. Only the agency and the person in charge of the activity has access to this password. The demographic and socio-economic data as well as health aspects and mobility restriction are translated to another excel file and the name and email of each participant are replaced by an ID. This second excel file is shared in the project repository and in the data warehouse. <u>Pre-tasks questionnaire</u> (anonymised project data) Participants include the assigned ID in the questionnaire and the rest of raw data are translated to an excel file and stored in the servers of the partners in charge of their collection, analysis and data processing (i.e. UCL, CARTIF, MOBY). Also, the excel files are stored in the project repository and in the data warehouse. <u>Group dialogues</u> *Face to face activities:*

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	Opinions and perceptions from participants are reported in printed papers. They are anonymised project data since the data source is not compiled. On other hand, organizers compile the attendees in signature sheets which contain the name of the participants and the signature. Both documents are stored in a folder of the project in a secure place with limit access from persons not involved in the project. *Online platform – Recollective:* Opinions and perceptions from participants are stored in the own platform. Then, data from all the co-creation activities are transferred to the own servers of partners, to the project repository and in the data warehouse. These documents contain anonymous data and a strong password is needed to enter. All these records collected in papers and through online channels must keep for 5 years after the final payment as is described in the Grant Agreement. For RECOLLECTIVE more information can be found here https://www.recollective.com/privacy.
Does the data include personal information? (e.g. name, email)?	Signature sheets and recruitment questionnaire contain personal data which are the name of the participant and contacts details such as the email.
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	Recruitment questionnaire contains demographic and socio-economic data as well as health conditions and mobility restrictions of citizens recruited for the research activity. Pre-event questionnaire contains health conditions and mobility restrictions of the citizens.
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes – All partners agreed on the standardised informed consent form prior to beginning recruitment of participants. The consent form outlines the details of the research, the information we will ask for, and whether the research will be filmed or recorded. It is written in a concise, transparent, intelligible and easily accessible form, using clear and plain language. The consent form has been translated into local language and used in all markets. The signed consent forms for each market are stored by the relevant partner on their servers.
How will the identity of participants be protected if required (e.g. via anonymization)?	All participants have been issued an ID number allowing them to be fully anonymised in analysis and reporting phases. No individual person will be identified in any of the research outputs
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	All partners in charge of data collection follow the principles defined in the framework of the ISO 27001 and has a data protection and retention policy in place.
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	

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3. CCAM prototype business models – Organisations

MOVE2CCAM Work package and month	M7-M8; relates to WP1
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	3
Activities involved	*1 physical workshop in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
Audience size	*40 org. in each region + at least 120 pan-European (total: 240 org. at least; same org. as #1)*
Methods used for data generation	*design thinking and discussions; Data: text, photos, numeric*
Data used/collected	Data collected from activities 1 and 2 were used to define a sample selection of 15 use cases to develop activity 3. During activity 3 different data was collected from each use case on three aspects of its business model.
Brief description of the data	The data used to construct the use cases described characteristics such as type of vehicle, energy source, purpose of service, coverage of service, user type, etc. Data collected from activity 3 corresponded to a mixture of qualitative and quantitative data. The workshop included open questions providing insights such from the value proposition of the use cases, mobility challenges, etc. Furthermore, the workshop collected data through closed questions. These delved into classifying participants opinion about each use cases' competitive advantage, key stakeholders, pricing, and much more.
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	N/A
Who is the creator of the data?	Participants from Move2CCAM satellites
Who is the owner of the data?	Move2CCAM consortium
Time period of data collection	1 month
Location of data collection	Move2CCAM regions
Detailed description of variables or records	-
Where will the data be stored?	Move2CCAM Data Warehouse
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	MOBY
Will the data be publicly available?	Yes
Describe the procedure(s) for safely storing and securing the data	
Does the data include personal information? (e.g. name, email)?	No

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Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	No
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes
How will the identity of participants be protected if required (e.g. via anonymization)?	Each participant has an ID number
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	No

4. Final CCAM scenarios and KPIs & CCAM impact – Organisations

MOVE2CCAM Work package and month	M10; WP1+WP3+WP4
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	4
Activities involved	*1 physical workshop in each of the 3 prototypical regions* *Online workshops in the remaining regions*
Audience size	• UK: 9 • Cyprus: 11 • Germany: 16 • Spain: 13 • Greece: 9 • Netherlands: 13 • Poland: 16
Methods used for data generation	• Pre-task questionnaire, carried out via Qualtrics • Moderated workshop dialogues online and face to face
Data used/collected	• Video and audio recordings • Pre task questionnaire results • Excel documents with notes and analysis on key questions • Text and images in the form of impact diagrams and timelines
Brief description of the data	• Video and audio recordings of both face to face and online workshops • Pre task questionnaire results through Qualtrics • Excel documents with notes and analysis on key questions covered in the online and face to face workshops

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	• Text and images in the form of impact diagrams and timelines generated in the workshops
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	N/A
Who is the creator of the data?	• UK: Thinks Insight and Strategy ltd • Cyprus: Moby • Germany: Babel • Spain: Cartif • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Who is the owner of the data?	Each partner owns the data for their market: • UK: Thinks Insight and Strategy ltd • Cyprus: Moby • Germany: Babel • Spain: Cartif • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Time period of data collection	16/10/23 – 30/11/23
Location of data collection	• UK • Cyprus • Germany • Spain • Greece • Netherlands • Poland
Detailed description of variables or records	Activity 4 focused on exploring organisations' perceptions of the potential impacts of autonomous vehicle use cases presented to them. In each region, between 9 and 16 organisations considered between two and four use cases and explored impacts in terms of the eight Move2CCAM domains; mobility, safety, human health, environment, network efficiency, economy, land use, and equity. For each of these use cases, a set of causal effect diagrams were produced. Organisations reviewed the diagrams which involved the eight domains mentioned above. They were also presented with an annotated timeline where they could mark the level of operation each use case might achieve across 2026, 2035 and 2050. Qualitative workshops for activity 4 explored: • What positive and negative impacts organisations imagine will arise from the use cases proposed, and which impacts are the most important to them

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	• What they see as the potential effects / consequences of identified impacts • Organisations' views on the timeline for deployment of each use case in the next few years.
Where will the data be stored?	Anonymised project data and reporting is stored on the Move2CCAM consortium Project Sharepoint, however each partner will have responsibility for storing participant data from their market, please see below for details per market: UK: Thinks Insight, use 'Egnyte cloud platform', which also acts as a secure platform for data transfer. We take reasonable steps to ensure that all electronic lists containing personal data are held, transferred and processed securely in accordance with the relevant data retention policies and/or contractual obligations. All information is protected by a strong password. Participant names and contact details are saved in separate documents to ensure participants cannot be identified. Cyprus: Data are saved in storage servers of MOBY with access to people that manage the project. France: Germany: Spain: Data are saved in internal storage servers of CARTIF. Greece: Netherlands: Data are stored in an internal server and accessed only to a few persons only through password. Poland: Data are saved in internal storage servers of GZM
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	Each partner is responsible for their own data.
Will the data be publicly available?	No personal identifiable information will be publicly available
Describe the procedure(s) for safely storing and securing the data	UK: Thinks Insight stores documents and files containing data about a participant securely on password protected encrypted servers (Egnyte cloud platform), separate from documents containing names and contact details. Access to data is strictly controlled via access level security groups. Only permitted users are included in the relevant security groups and users are removed from all groups immediately upon discovery of a security incident or when leaving the company. Cyprus: The IT department oversees the safe storage and security of data with the support of the Data Protection Officer. Access is restricted to people that are only directly involved in the project. France: Germany: Spain: Security measures compliant with articles 32 of the GDPR has been followed in the internal storage servers of CARTIF. The access to the information is restricted, taking the processing in accordance with the relevant data

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	retention policies and/or the contractual obligations (GA, CA). The IT department of CARTIF overwatch the safe storing and securing of the data with the support of the data protection officer and the R&D Programmes staff. The access is restricted to the staff directly involved in Move2CCAM project. Greece: Netherlands: Data were stored following a process validated by Helmond's privacy officer and complying with the grant agreement and consortium agreement requirements. Data can only be accessed through a password, only permitted users working within the City of Helmond can access these data. Poland: Access to information is restricted and processing is carried out in accordance with relevant data retention rules and/or contractual obligations (GA, CA). The IT department oversees the safe storage and security of data with the support of the Data Protection Officer. Access is restricted to staff directly involved in the Move2CCAM project.
Does the data include personal information? (e.g. name, email)?	Data collected by all partners will include personal information. However, this data will be anonymised prior to feeding into reporting within the consortium. No individual person will be identified in any of the research outputs.
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	Data collected by all partners will include personal information. However, this data will be anonymised prior to feeding into reporting within the consortium. No individual person will be identified in any of the research outputs.
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes – All partners agreed on the standardised informed consent form prior to beginning recruitment of participants. The consent form outlines the details of the research, the information we will ask for, and whether the research will be filmed or recorded. It is written in a concise, transparent, intelligible and easily accessible form, using clear and plain language. The consent form has been translated into local language and used in all markets. The signed consent forms for each market are stored by the relevant partner on their servers.

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How will the identity of participants be protected if required (e.g. via anonymization)?	All participants have been issued an ID number allowing them to be fully anonymised in analysis and reporting phases. No individual person will be identified in any of the research outputs
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	Each partner has a data protection and retention policy in place. UK: Thinks Insight store and destroy all personal information in accordance with our retention policy and schedule which has been developed from the legal, regulatory and statutory requirements and suggested timeframes. Our data retention policy is built into all project plans with named individuals responsible for ensuring any personal data is anonymised, stored, transferred and deleted as appropriate. The data is archived securely at the end of the project and all data is subject to the same strict destruction and deletion policy following the end of the retention period. Electronically stored data is permanently deleted and removed from all information assets. That is, it is deleted in a way that means it cannot be undone, nor can the documents be restored to functionality. Further all references on our system to that information is removed. Further information can be found on our privacy policy: http://thinksinsight.com/privacy/ Cyprus: MOBY follows the GDPR principles. Further, internal protocols on how to safely store information on servers have been implemented by the IT department. France: Germany Spain: CARTIF follows the principles of the Deming cycle (Plan, do, check, act or PDCA by its acronym) establishing the rules for protect the data compliant with the legal framework (GDPR as core regulation). Internal protocols about how to protect the information stored in the servers has been implemented by the IT department. Greece Netherlands Poland: GZM establishes data protection rules in line with the legal framework (GDPR as the basic regulation). Internal protocols on how to protect information stored on servers have been implemented by the IT department.

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5. Final CCAM scenarios, KPIs & CCAM Impact – Citizens Dialogues

MOVE2CCAM Work package and month	M11-M14; WP1+WP3+WP4
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	Activity 5
Activities involved	i. Online community via Recollective in 8 countries ii. online dialogues in 5 countries (UK, Cyprus, France Germany + Spain) ii. face to face dialogues in 3 countries (Greece, Netherlands + Poland)
Audience size	• UK ○ Online community = 37 ○ Online dialogues = 34 • Cyprus ○ Online community = 12 ○ Online dialogues = 9 • France ○ Online community = 11 ○ Online dialogues = • Germany ○ Online community = 38 ○ Online dialogues = • Spain ○ Online community = 34 ○ Online dialogues = 29 • Greece ○ Online community = 40 ○ Face 2 face dialogues =40 • Netherlands ○ Online community = 24 ○ Face 2 face dialogues = 33 • Poland ○ Online community = 40 ○ Face 2 face dialogues = 37
Methods used for data generation	• Pre-task questionnaire, carried out via Qualtrics • Online community, carried out via Recollective • Moderated group dialogues online and face to face

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Data used/collected	• Video and audio recordings • Pre task questionnaire results • Excel documents with responses to online community activities • Text and images in the form of impact diagrams and timelines
Brief description of the data	• Video and audio recordings of both face to face and online groups • Pre task questionnaire results through Qualtrics • Excel documents with responses to online community activities on Recollective • Text and images in the form of impact diagrams and timelines generated in the workshops
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	N/A
Who is the creator of the data?	• UK: Thinks Insight and Strategy ltd • Cyprus: Moby • France: Hakisa • Germany: Babel • Spain: Cartif • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Who is the owner of the data?	Each partner owns the data for their market: • UK: Thinks Insight and Strategy ltd • Cyprus: Moby • France: Hakisa • Germany: Babel • Spain: Cartif • Greece: Eloris • Netherlands: Helmond • Poland: GZM
Time period of data collection	16/10/23 – 30/11/23
Location of data collection	• UK • Cyprus • France • Germany • Spain • Greece • Netherlands • Poland
Detailed description of variables or records	Activity 5 focused on exploring citizens' perceptions of the potential impacts of autonomous vehicle use cases presented to them. In each region, between 30 and 40 members of the public considered a total of four use cases and explored impacts in terms of the eight Move2CCAM domains; mobility, safety, human

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	health, environment, network efficiency, economy, land use, and equity. For each of these use cases, a set of causal effect diagrams were produced. Citizens reviewed the diagrams which involved the eight domains mentioned above. They were also presented with an annotated timeline where they could mark the level of operation each use case might achieve across 2026, 2035 and 2050. Qualitative workshops for activity 5 explored: • What positive and negative impacts citizens imagine will arise from the use cases proposed, and which impacts are the most important to them • What they see as the potential effects / consequences of identified impacts • Citizens' views on the timeline for deployment of each use case in the next few years.
Where will the data be stored?	Anonymised project data and reporting is stored on the Move2CCAM consortium Project Sharepoint, however each partner will have responsibility for storing participant data from their market, please see below for details per market: UK: Thinks Insight, use 'Egnyte cloud platform', which also acts as a secure platform for data transfer. We take reasonable steps to ensure that all electronic lists containing personal data are held, transferred and processed securely in accordance with the relevant data retention policies and/or contractual obligations. All information is protected by a strong password. Participant names and contact details are saved in separate documents to ensure participants cannot be identified. Cyprus: Data are saved in storage servers of MOBY with access to people that manage the project. France: Germany: Spain: Data are saved in internal storage servers of CARTIF. Greece: Netherlands: Data are stored in an internal server and accessed only to a few persons only through password. Poland:
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	Each partner is responsible for their own
Will the data be publicly available?	No personal identifiable information will be publicly available
Describe the procedure(s) for safely storing and securing the data	UK: Thinks Insight stores documents and files containing data about a participant securely on password protected encrypted servers (Egnyte cloud platform), separate from documents containing names and contact details. Access to data is strictly controlled via access level security groups. Only permitted users are included in the relevant security groups and users are removed from all groups immediately

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	upon discovery of a security incident or when leaving the company. Cyprus: The IT department oversees the safe storage and security of data with the support of the Data Protection Officer. Access is restricted to people that are only directly involved in the project. France: Germany: Spain: Security measures compliant with articles 32 of the GDPR has been followed in the internal storage servers of CARTIF. The access to the information is restricted, taking the processing in accordance with the relevant data retention policies and/or the contractual obligations (GA, CA). The IT department of CARTIF overwatch the safe storing and securing of the data with the support of the data protection officer and the R&D Programmes staff. The access is restricted to the staff directly involved in Move2CCAM project. Greece: Netherlands: Data were stored following a process validated by Helmond's privacy officer and complying with the grant agreement and consortium agreement requirements. Data can only be accessed through a password, only permitted users working within the City of Helmond can access these data. Poland:
Does the data include personal information? (e.g. name, email)?	Data collected by all partners will include personal information. However, this data will be anonymised prior to feeding into reporting within the consortium. No individual person will be identified in any of the research outputs
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	Data collected by all partners will include personal information. However, this data will be anonymised prior to feeding into reporting within the consortium. No individual person will be identified in any of the research outputs
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes – All partners agreed on the standardised informed consent form prior to beginning recruitment of participants. The consent form outlines the details of the research, the information we will ask for, and whether the research will be filmed or recorded. It is written in a concise, transparent, intelligible and easily accessible form, using clear and plain

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	language. The consent form has been translated into local language and used in all markets. The signed consent forms for each market are stored by the relevant partner on their servers.
How will the identity of participants be protected if required (e.g. via anonymization)?	All participants have been issued an ID number allowing them to be fully anonymised in analysis and reporting phases. No individual person will be identified in any of the research outputs
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	Each partner has a data protection and retention policy in place. UK: Thinks Insight store and destroy all personal information in accordance with our retention policy and schedule which has been developed from the legal, regulatory and statutory requirements and suggested timeframes. Our data retention policy is built into all project plans with named individuals responsible for ensuring any personal data is anonymised, stored, transferred and deleted as appropriate. The data is archived securely at the end of the project and all data is subject to the same strict destruction and deletion policy following the end of the retention period. Electronically stored data is permanently deleted and removed from all information assets. That is, it is deleted in a way that means it cannot be undone, nor can the documents be restored to functionality. Further all references on our system to that information is removed. Further information can be found on our privacy policy: http://thinksinsight.com/privacy/ Cyprus: MOBY follows the GDPR principles. Further, internal protocols on how to safely store information on servers have been implemented by the IT department. France: Germany Spain: CARTIF follows the principles of the Deming cycle (Plan, do, check, act or PDCA by its acronym) establishing the rules for protect the data compliant with the legal framework (GDPR as core regulation). Internal protocols about how to protect the information stored in the servers has been implemented by the IT department. Greece Netherlands Poland

Virtual reality games

MOVE2CCAM Work package and month	M16-M17; WP2+WP3

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MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	5
Activities involved	Virtual reality experiment in 3 countries (Greece, Poland, Netherlands)
Audience size	30 participants in each country (3X30= 90 people)
Methods used for data generation	virtual reality game, electroencephalography data capture using clip-on devices, questionnaire, group discussion
Data used/collected	text, videos, numeric
Brief description of the data	• Choices made by participants during the virtual reality game • Video recording of the game, showing what participants saw • Electroencephalography data, recording electrical activity of the brain • Data from questionnaire filled in by participants before/after the experiment • Notes taken by researchers during group discussion
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	Not applicable. Secondary data not collected
Who is the creator of the data?	UCL
Who is the owner of the data?	UCL
Time period of data collection	December 2023-January 2024
Location of data collection	North Aegean region (Greece), GZM region (Poland), Helmond (Netherlands)
Detailed description of variables or records	• Choices made by participants during the virtual reality game (modal choice, modal switch, use of travel time, car parking choices) • Electroencephalography data, recording electrical activity of the brain • Questionnaire data: reasons for choices in the game, awareness of the changes in the scenarios, opinion about the scenarios, willingness to use autonomous cars/buses in the real world • Group discussion: participants' opinions about specific elements of the scenarios shown in the virtual reality game.

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Where will the data be stored?	UCL secured machines
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	UCL
Will the data be publicly available?	No
Describe the procedure(s) for safely storing and securing the data	Data files secured with passwords in a laptop also secured with a password.
Does the data include personal information? (e.g. name, email)?	No. Emails will only be collected for recruitment purposes (by the local partners) and then securely deleted. Email data is completely separated from the data generated by participants during the activity (which is collected by UCL)
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	No
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes
How will the identity of participants be protected if required (e.g. via anonymization)?	• Emails will only be collected for recruitment purposes and then securely deleted. • No information will be collected in the survey than can allow, individually, or through combining several variables, allow the identification of the participant • Participants will be asked for their consent for the use of photos or videos captured during the experiment.
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	No

Autonomous Vehicle demo

MOVE2CCAM Work package and month	M17; WP2+WP3
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	5
Activities involved	Demonstration of autonomous vehicles (2 passenger vehicles, one distribution vehicle)
Audience size	30 participants

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Methods used for data generation	Questionnaire
Data used/collected	text, numeric
Brief description of the data	Questionnaire about participants' opinion about the three vehicles
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	Not applicable. Secondary data not collected
Who is the creator of the data?	UCL
Who is the owner of the data?	UCL
Time period of data collection	January 2024
Location of data collection	Helmond (Netherlands)
Detailed description of variables or records	• What participants liked and disliked in the three vehicles? • How safe they felt? • Other emotional states they felt • Intended use of autonomous vehicles in the future
Where will the data be stored?	UCL secured machines
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	UCL
Will the data be publicly available?	No
Describe the procedure(s) for safely storing and securing the data	Data files secured with passwords in a laptop also secured with a password.
Does the data include personal information? (e.g. name, email)?	No. Emails will only be collected for recruitment purposes (by Helmond Municipality) and then securely deleted. Email data is completely separated from the data generated by participants during the activity (which is collected by UCL)
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	No
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes

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How will the identity of participants be protected if required (e.g. via anonymization)?	• Emails will only be collected for recruitment purposes and then securely deleted. • No information will be collected in the survey than can allow, individually, or through combining several variables, allow the identification of the participant • Participants will be asked for their consent for the use of photos or videos captured during the experiment.
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	No

6. Pan-European citizens survey: CCAM requirements and impact

MOVE2CCAM Work package and month	M17; WP2+WP3
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	6
Activities involved	Online survey
Audience size	1000 participants in 6 countries (United Kingdom, Germany, Spain, Poland, Netherlands, Greece) + 500 participants in Cyprus. Total of 6500 participants
Methods used for data generation	Questionnaire
Data used/collected	text, numeric
Brief description of the data	Questionnaire about participants' needs, requirements, and likely impact of autonomous vehicle use cases
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	Not applicable. Secondary data not collected
Who is the creator of the data?	UCL
Who is the owner of the data?	UCL
Time period of data collection	January-February 2024
Location of data collection	United Kingdom, Germany, Spain, Poland, The Netherlands, Greece, Cyprus
Detailed description of variables or records	• Demographics • Current travel behaviour

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	• Likely change in behaviour several possible autonomous vehicle use cases • Perception about likely impact of autonomous vehicle use cases • Needs and requirements regarding autonomous vehicles
Where will the data be stored?	UCL secured machines
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	UCL
Will the data be publicly available?	No
Describe the procedure(s) for safely storing and securing the data	Data files secured with passwords in a laptop also secured with a password.
Does the data include personal information? (e.g. name, email)?	No. Emails will only be collected for recruitment purposes and then securely deleted.
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	No
Does the data involve tracking, observation, or localisation of participants?	No
Does the data involve further processing of previously collected personal data ('secondary use')?	No
Will Informed Consent Forms be used?	Yes
How will the identity of participants be protected if required (e.g. via anonymization)?	• Emails will only be collected for recruitment purposes and then securely deleted. • No information will be collected in the survey than can allow, individually, or through combining several variables, allow the identification of the participant
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	No

7. Mixing Citizens & Organisations: CCAM Impact

MOVE2CCAM Work package and month	M15; WP3+WP4
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	7
Activities involved	*1 physical workshop in each of the 3 regions + 1 online pan-European*
Audience size	*20 organisations + 20 citizens (all reconverted; total: 160)*
Methods used for data generation	*scenario exploitation, social simulation experiments*

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Data used/collected	*text, images, numeric*
Brief description of the data	
Is the data primary or secondary?	Primary
(If secondary data is used/collected) Has consent for secondary use been obtained?	
Who is the creator of the data?	
Who is the owner of the data?	
Time period of data collection	
Location of data collection	
Detailed description of variables or records	-
Where will the data be stored?	
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	
Will the data be publicly available?	
Describe the procedure(s) for safely storing and securing the data	
Does the data include personal information? (e.g. name, email)?	
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	
Does the data involve tracking, observation, or localisation of participants?	
Does the data involve further processing of previously collected personal data ('secondary use')?	
Will Informed Consent Forms be used?	
How will the identity of participants be protected if required (e.g. via anonymization)?	
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	

8. IAMT prototype demo and feedback

MOVE2CCAM Work package and month	M21; WP4
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	8
Activities involved	*1 physical workshop in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
Audience size	*40 org. in each region + at least 120 pan-European*
Methods used for data generation	
Data used/collected	
Brief description of the data	

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Is the data primary or secondary?	
(If secondary data is used/collected) Has consent for secondary use been obtained?	
Who is the creator of the data?	
Who is the owner of the data?	
Time period of data collection	
Location of data collection	
Detailed description of variables or records	-
Where will the data be stored?	
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	
Will the data be publicly available?	
Describe the procedure(s) for safely storing and securing the data	
Does the data include personal information? (e.g. name, email)?	
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	
Does the data involve tracking, observation, or localisation of participants?	
Does the data involve further processing of previously collected personal data ('secondary use')?	
Will Informed Consent Forms be used?	
How will the identity of participants be protected if required (e.g. via anonymization)?	
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	

9. IAMT tool presentation

MOVE2CCAM Work package and month	M26; WP4
MOVE2CCAM activity number (if data will be collected as part of activity) – please refer to the Activities plan in the Activities folder)	9: Impact Assessment Tool presentation
Activities involved	*1 physical in each of the 3 prototypical regions + 1 hybrid pan-European (total: 4)*
Audience size	*40 org. in each region + at least 120 pan-European = 3X40+120 = 240 participants*
Methods used for data generation	n/a
Data used/collected	models, datasets used by models
Brief description of the data	
Is the data primary or secondary?	

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(If secondary data is used/collected) Has consent for secondary use been obtained?	Consent for secondary data will be obtained during the integration of all models
Who is the creator of the data?	Users, volunteers, partners
Who is the owner of the data?	MOVE2CCAM consortium
Time period of data collection	During activities 1-6
Location of data collection	3 prototypical areas
Detailed description of variables or records	Not available currently
Where will the data be stored?	On the cloud, where the data warehouse is hosted
Who is the responsible partner for managing the data (collection, processing, storage, backups, GDPR etc.)?	Moby
Will the data be publicly available?	
Describe the procedure(s) for safely storing and securing the data	
Does the data include personal information? (e.g. name, email)?	
Does the data include sensitive personal data (e.g. health, ethnicity, political opinion, sexuality, religion)?	
Does the data involve tracking, observation, or localisation of participants?	
Does the data involve further processing of previously collected personal data ('secondary use')?	
Will Informed Consent Forms be used?	
How will the identity of participants be protected if required (e.g. via anonymization)?	
Does a Data Protection Certificate exist (i.e. including rules for protection, retention, destruction etc.)?	

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