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A PROactive approach for COmmunities to enAble Societal Transformation

D1.6 – Ethics requirements

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EXECUTIVE SUMMARY

This document aims to highlight the crucial role of ethics within PRO-COAST, emphasizing that every partner is obliged to align with the EU stance, asserting that research excellence is attainable only through a steadfast commitment to ethical principles. By showcasing the project's unwavering adherence to best practices in ethical standards, this document serves to underscore its dedication to compliance with both ethical and research integrity principles. First, this report outlines the 'ethics requirements' mandated for compliance by the project (section 1). It details the two most pertinent options for managing ethical issues within the project and the final agreement (section 2) and specifies the actions each partner must undertake to adhere to ethical standards. Section 3 contains all documents from Coventry University (CU) providing ethical clarification to support partners' institutions within the project.

Additionally, each partner in PRO-COAST has been individually contacted, and their ethical agreement is documented in section 3. This declaration affirms their responsibility for upholding all ethical requirements within their respective institutions and countries in alignment with the ethical standards of the European Union.

In line with the European Commission Ethics Article 14, PRO-COAST pays particular attention to the principle of proportionality, the right to privacy, the right to the protection of personal data, the right to the physical and mental integrity of persons, the right to non-discrimination, the need to ensure protection of the environment and high levels of human health protection. Before the beginning of an action task raising an ethical issue, the beneficiaries must have obtained all approvals or other mandatory documents needed for implementing the task, notably from any (national or local) ethics committee or other bodies (such as data protection authorities).

In order to meet the highest standards of research integrity, the beneficiaries must follow the principles listed in this provision and ensure that the persons carrying out research tasks comply with [the European Code of Conduct for Research Integrity](#) (i.e., follow the good research practices listed in this Code and refrain from any research integrity violations it describes). They also must ensure that appropriate procedures, policies and structures are in place to foster responsible research practices, to prevent questionable research practices and research misconduct, and to handle allegations of breaches of the principles and standards in the Code of Conduct (see [Guidelines for Promoting Research Integrity in Research Performing Organisation](#)).

Fundamental research integrity principles: ▪ reliability in ensuring the quality of research reflected in the design, the methodology, the analysis and the use of resources ▪ honesty in developing, undertaking, reviewing, reporting and communicating research in a transparent, fair and unbiased way ▪ respect for colleagues, research participants, society, ecosystems, cultural heritage and the environment ▪ accountability for the research from the idea to publication, for its management and organisation, for training, supervision and mentoring, and for its wider impacts.

LINKS WITH OTHER PROJECT ACTIVITIES

As per the agreed-upon terms among PRO-COAST partners, every partner holds the responsibility of adhering to ethical requirements within their respective institutions. Consequently, all project activities, especially those involving data collection, such as case studies, necessitate obtaining ethical clarification from each institution prior to commencing any data collection.



TABLE OF CONTENT

1	Introduction	7
1.1	Scope of the document	7
1.2	Structure of the deliverable	7
2	Ensuring compliance with ethics requirements.....	8
2.1	Requirements for the project	8
2.2	Agreement and procedures within PRO-COAST	8
2.2.1	Ethical baseline requirements.....	8
2.2.2	Project specific requirements and options to comply with ethics 9	
2.2.3	Agreement on procedure to comply with ethics in PRO-COAST	10
2.3	Roles and responsibilities.....	12
2.3.1	CU as ethics manager	12
2.3.2	Consortium members and partners	12
3	Annexes	15
3.1	Templates to support ethical conduct to partners.....	15
3.1.1	Research Ethics Form	15
3.1.2	Informed Consent Template	37
3.1.3	Verbal Consent Script Template.....	38
3.1.4	Participant Information Sheet Template.....	39
3.1.5	Anonymous data-online questionnaire participant info and consent template.....	41
3.1.6	Participant Identifiable online questionnaire participant information and consent template.....	42
	PARTICIPANT INFORMATION STATEMENT	42
3.1.7	Interpreter Confidentiality Agreement	43
3.1.8	Transcriber Confidentiality Agreement.....	44



3.1.9 Project Risk Assessment Template	45
3.2 Signed ethical agreement by all partners.	48
3.2.1 Research Ethics Protocol (17 partners)	48
3.2.2 Specific Ethics Approvals (3 partners)	50

INDEX OF FIGURES

Figure 1 Ethic approaches for PRO-COAST	11
---	----

INDEX OF TABLES

Table 1: PRO-COAST Consortium.....	12
------------------------------------	----



1 INTRODUCTION

1.1 Scope of the document

The purpose of this document is to underscore the integral role of ethics within PRO-COAST, emphasizing that all partners are obligated to embrace the EU position asserting that research excellence can only be achieved through a commitment to ethical principles. This document demonstrates that the project consistently adheres to best practices concerning ethical standards, ensuring compliance with ethical and research integrity principles.

1.2 Structure of the deliverable

This report delineates the 'ethics requirements' mandated for adherence by the project, outlined in section 1. Section 2 provides a detailed exploration of the two most relevant options for managing ethical issues within the project, concluding with the final agreement. Furthermore, it outlines the specific actions that each partner must undertake to ensure compliance with ethical standards. In Section 3, all documents from Coventry University (CU) that offer ethical agreement to support partners' institutions within the project are compiled.

Moreover, each partner in PRO-COAST has been individually contacted, and their ethical clarification is thoroughly documented in Section 3. This declaration solidifies their commitment to upholding all ethical requirements within their respective institutions and countries, aligning with the ethical standards set forth by the European Union.

2 ENSURING COMPLIANCE WITH ETHICS REQUIREMENTS

2.1 Requirements for the project

Ethics holds a central role in PRO-COAST, with partners aligning with the EU's standpoint that "it is only by getting the ethics right that research excellence can be achieved." This task is dedicated to ensuring the project consistently adheres to best practices in ethical standards and complies with ethical and research integrity principles. Coventry University (CU), known for its robust research ethics framework and GDPR compliance group, will conduct comprehensive training on ethical issues and started having conversations with partners about their needs during the kick-off meeting.

Consortium members will be thoroughly briefed on regulations governing the ethical use of data, privacy controls, informed consent, and other pertinent aspects, empowering them to assess ethical and gender-related issues impacting the project. Regular updates will be provided, maintaining the consortium's awareness and adherence to ethical and gender considerations throughout the project. This commitment is particularly emphasized for case studies, where the procedures and criteria for identifying/recruiting research participants, along with the informed consent procedures for human participation, will be submitted as sub-deliverables.

2.2 Agreement and procedures within PRO-COAST

2.2.1 Ethical baseline requirements

Establishing ethical standards is crucial in research to ensure the integrity, transparency, and responsible conduct of studies. Here are some fundamental ethical standards that are important in research:

- **Informed Consent:** Researchers must obtain informed and voluntary consent from participants before involving them in any study. Participants should be fully aware of the purpose, risks, and benefits of their involvement. The only circumstances in which data from individuals might be utilised without explicit consent are for analyses of non-personal data, for example:
 - (i) Analysis of secondary data, where data concerning individuals has already been collected using legitimate means and made accessible, for example, through a scientific data repository.
 - (ii) Naturalistic observation of individuals in public settings. In accordance with, for example, the relevant section of the British Psychological Society's Code of Human Research Ethics, if such observations take place, they will "respect the privacy and psychological wellbeing of the individuals studied [and will be] only acceptable in public situations where those observed would expect to be observed by strangers [and will take account of] of local cultural values".
- **Confidentiality:** Protecting the privacy and confidentiality of research participants is paramount. Researchers must ensure that sensitive information remains confidential and is not disclosed without explicit consent.
- **Respect for Participants:** Researchers should treat participants with respect, ensuring their dignity, rights, and well-being are safeguarded throughout the research process.
- **Integrity in Data Handling:** Researchers must conduct data collection, analysis, and reporting with honesty and accuracy. Fabrication, falsification, and plagiarism are strictly prohibited.

- **Avoidance of Harm:** Researchers should minimize the risk of physical or psychological harm to participants. If potential harm is anticipated, researchers must take necessary precautions and provide appropriate support.
- **Equitable Participation:** Ensure fair and equitable access to research opportunities. Avoid discrimination based on race, gender, ethnicity, or other factors.
- **Social Responsibility:** Researchers should consider the broader societal implications of their work, striving for positive contributions to knowledge, community, and well-being.
- **Compliance with Regulations:** Adherence to local, national, and international laws and regulations governing research is essential. Researchers should obtain necessary approvals and permissions before initiating studies.
- **Transparent Reporting:** Researchers must provide clear and accurate reporting of methods, results, and conclusions to allow for the replication and verification of their work.
- **Disclosure of Conflicts of Interest:** Researchers should disclose any potential conflicts of interest that might compromise the objectivity or impartiality of the research.

These standards collectively contribute to the ethical foundation of research in PRO-CAOST and promote the responsible and trustworthy advancement of knowledge.

2.2.2 Project specific requirements and options to comply with ethics

The project acknowledges the existence of ethical considerations as listed in the grant agreement and project's self-assessment for ethics and is committed to taking appropriate measures to address them. The following themes were extracted from the ethics self-assessment form and summarizes our approach to meet project's specific requirements.

Ensuring privacy and confidentiality.

The consortium assures the secure and restricted access to all personal data collected during the project, ensuring it remains inaccessible to unauthorized individuals. Recorded consent includes personal data and therefore storage must comply with the Universities RDM policy and Records Retention and Management Standard (staff access only). Participants must be informed how long their data will be used and stored for. The general rule is the retention period must not be longer than the purpose. It is important to keep consent records separate from data to minimise risk in the event of a data breach. PRO-COAST has a separate deliverable on data protection/ management and will detail the ways in which the project assures the secure and restricted access to all personal data.

Ensuring honesty and transparency towards research subjects and notably getting free and informed consent (as well as assent whenever relevant).

Informed consent is an ethical and legal requirement for research involving human participants. When designing proposed research projects researchers will consider mechanisms for obtaining explicit informed consent from all research participants. Potential participants will be given time to consider the purpose of the research project, what is expected of them, any risks that may be involved and how to withdraw if they change their mind about participating. This process will not be rushed, participants will have the opportunity to ask questions and reflect on the decision to participate. Additionally, there will be no coercion of research participants to take part in the research. A participant's willingness to consent may also be affected by the way the process is handled, as well as the conditions of the data collection. Participants should feel safe to give informed consent and be a part of the research method. Potential participants will be provided with adequate information in an appropriate form that would enable informed consent. This should be provided in a format that considers the needs and capacity of the persons consenting, the sensitivity of the topic and overall nature of the research project. The chosen approach will support the understanding of the

research by the participants. Information provided to participants will be in a format that is easy for them to understand fully and reflect upon what will happen, and so there is no single way of providing it. Consent can be written, verbal or non-verbal.

Promoting justice, inclusiveness, and gender

An important ethical consideration pertains to the potential amplification of gender role characteristics in research co-design processes due to assumptions related to different research disciplines. The project team is fully aware of this challenge and will actively observe and address gender and discipline-related assumptions during the project. The expertise within the consortium, particularly in gender issues and social dynamics, will be leveraged to integrate gender aspects into the project's ethics requirements (WP1). The beneficiaries will take all measures: – to avoid non-useful gender norms and promote gender equality, i.e. equal opportunities between men, women and non-binary participants in the implementation of the action, and – in line with their gender equality plan (GEP), if applicable. [Gender Equality Plan | Coventry University](#) will be shared with the consortium members to promote gender equality. In line with this, the beneficiaries will aim for a balanced participation of women and men in their research teams – being proactive in ensuring gender balance among the individuals who are primarily responsible for carrying out the work (in accordance with the categories defined in the monitoring system). – being proactive in promoting gender equality among consortium members and participants in the implementation of the action.

Do No Harm

PRO-COAST considers risk of unintended consequences/harms of the project to both researchers and participants. Risks can be elevated due to context (ongoing violence, lack of healthcare facilities, disease outbreaks, natural disasters), project activities (e.g. covert research, sensitive research, reigniting trauma) and individual characteristics (e.g. local/non-local, age, gender, race, religion, disability). To identify such possible risks in advance, rate the likelihood/impact and equip the project partners with the necessary knowledge to mitigate those risks and impacts, CU will provide template forms for risk assessment, deliver training sessions and will be in regular conversations with the project partners, researchers and case study leaders.

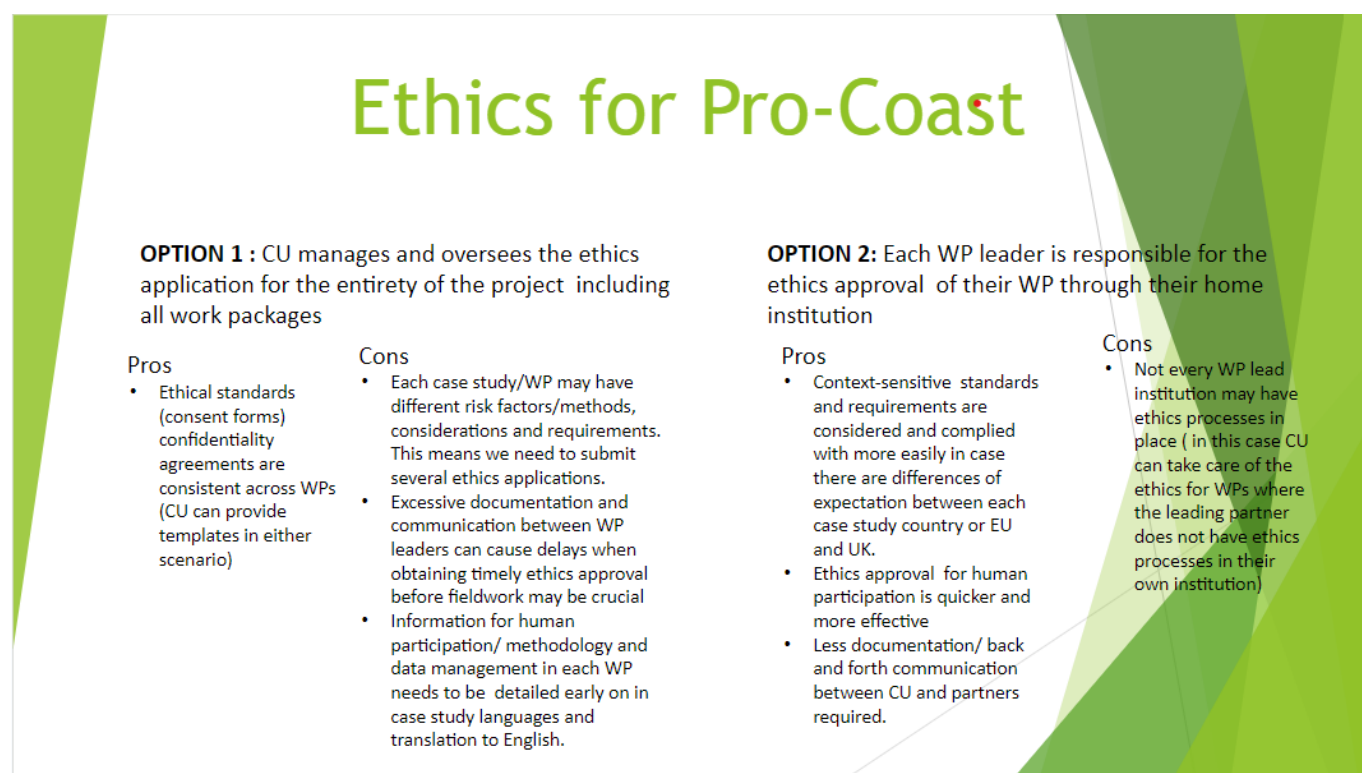
Training sessions on ethical issues will be conducted by Coventry University (CU) in WP1 during 2024 Spring, utilizing its robust research ethics framework. These future training sessions have been part of the discussions during the kick-off meeting, briefing consortium members on regulations governing ethical data use, privacy controls, informed consent, and more. Regular updates will be provided to ensure ongoing compliance with ethical and gender-related considerations throughout the project, with a specific focus on case studies.

2.2.3 Agreement on procedure to comply with ethics in PRO-COAST

Ann-Marie Nienaber outlined two options for addressing the ethics requirements related to working with human subjects. The options considered were: 1) Coventry University taking on the role of managing and overseeing the ethics application for the entire project, encompassing all work packages, or 2) Each partner being individually responsible for obtaining ethics approval from their respective home institutions.

Figure 1 shows the two options in an overview.

Figure 1 Ethic approaches for PRO-COAST



Following a thorough discussion, the decision was reached that Coventry University (CU) will coordinate the ethics application process. However, each partner retains the responsibility of ensuring compliance with national and local regulations. Partners will seek approval through their institutions, and documentation confirming this approval will be forwarded to CU for maintaining up-to-date ethical reporting. CU will make available templates for consent forms and other necessary agreements, and these resources will be circulated to partners.

The project will involve stakeholders in its case studies, adhering to ethical principles and relevant international, EU, and national laws. Research activities will align with The European Code of Conduct for Research Integrity. Participant recruitment for events will be by invitation, with opportunities for individuals to decline participation at any time, accompanied by the destruction of any collected data. Efforts will be made to achieve a fair gender balance, and participants will be fully informed in advance about data processing procedures.

All individuals involved in case studies will be made aware of their participation in a research project, fully informed of their rights, and provided with details about potential risks associated with data processing. Informed consent, following local Ethics Committee and GDPR guidelines, will be obtained, including an explanation of the study's aims, methods, anticipated benefits, potential hazards, and other relevant aspects. The research excludes children or adults unable to provide informed consent, and procedures will be designed to prevent discriminatory practices or unfair treatment.

2.3 Roles and responsibilities

2.3.1 CU as ethics manager

Coventry University (CU) assumes the role of the ethical manager within PRO-COAST, charged with guiding the entire ethics approval procedure and ensuring that all partners uphold ethics standards consistently. This responsibility extends not only to the project as a whole but is particularly emphasized in the context of case studies, reflecting the comprehensive commitment to ethical considerations across all facets of PRO-COAST.

In this capacity, CU will oversee and coordinate the ethics application process, fostering collaboration with all 20 partners in the consortium. The aim is to streamline the ethics approval workflow while maintaining rigorous compliance with national and local regulations. CU's role includes not only managing the central coordination of ethics but also facilitating an efficient system where partners individually seek approval from their respective institutions.

To guarantee comprehensive ethics reporting and adherence, CU will receive documentation from each partner confirming their institution's approval. This approach ensures that ethics considerations are ingrained in the entire research process, promoting a unified ethical framework across the diverse aspects of PRO-COAST. Additionally, CU stands ready to provide support, including templates for consent forms and other necessary agreements, and offer assistance to partners who may require guidance in establishing or enhancing their ethics approval systems. Through this collaborative and proactive approach, CU plays a crucial role in upholding the highest ethics standards throughout the entire PRO-COAST consortium.

2.3.2 Consortium members and partners

The following table shows all consortium members and partners in PRO-COAST.

Table 1: PRO-COAST Consortium

Partner No	Organisation	Country
1	European Sustainable Use Group (ESUG)	BE
2	University of Leipzig (ULEI)	DE
3	Frederick University (FredU)	CY
4	University of Crete (UoC)	EL
5	FUNDACION CARTIF (CAR)	ES
6	TERO PC (TERO)	EL
7	Costa Nostrum Certification (CN)	EL
8	C.MAMMIDES CONSULTANTS LTD / PR&More Network (PR&More)	CY
9	IBERCIVIS (IBE)	ES
10	University of Salento (UniSal)	IT
11	University of Bergen (UiB)	NO
12	ELLINOGERMANIKI AGOGI SCHOLI PANAGEA SAVVA AE (EA)	EL
13	Atlantic Technological University (ATU)	IE

14	University of Technology Tallinn (Tal Tech)	EE
15	University of Primorska (UP)	SI
16	TOTAL PR BUSINESS (TOTALPR)	RO
17	Chamber of Economy of Montenegro (CEM)	ME
18	Friends of the Earth Malta (FoEM)	MT
AP-19	Coventry University (CU)	UK
AP- 20	Anatrack Ltd (Anatrack)	UK

In the context of ethics within the PRO-COAST project, partners assume critical roles centred on ensuring the responsible and ethical conduct of research. Key aspects of their roles in the ethical dimension include:

- **Ethical Approval:**

Partners are individually responsible for obtaining ethical approval for their specific project activities, particularly in the case studies. This involves adhering to established ethics standards and securing approval from their respective home institutions.

- **Compliance Oversight:**

Partners actively contribute to the compliance oversight of ethics standards, ensuring alignment with national and local regulations. This commitment is integral to maintaining the highest ethical standards throughout the project.

- **Documentation Submission:**

Partners submit documentation to Coventry University (CU), the designated ethics manager, confirming the approval obtained from their institutions. This ensures a transparent and up-to-date record of ethical reporting across the consortium.

- **Collaborative Ethical Framework:**

Partners collaborate to establish and adhere to a unified ethical framework that governs research activities within PRO-COAST. This collective effort promotes consistency and shared ethical values across diverse coastal contexts.

- **Ethics Training and Awareness:**

Partners engage in ethical training sessions provided by CU, leveraging CU's strong research ethics framework and expertise. This training equips partners with the knowledge required to navigate ethical considerations, including data use, privacy controls, and informed consent.

- **Template Utilization:**

Partners may utilize templates provided by CU for consent forms and other necessary agreements, streamlining the ethical approval process. These resources contribute to the standardization of ethical practices across the consortium.

- **Ethical Decision-Making:**

Partners actively participate in ethical decision-making processes, fostering a collaborative environment where diverse perspectives contribute to informed and ethically sound choices throughout the research lifecycle.

- Continuous Updates:

Partners remain informed about evolving ethical and regulatory considerations through regular updates provided by CU. This ongoing communication ensures that ethical and compliance issues are consistently respected and addressed throughout the project's duration.

By actively engaging in these ethical roles, partners collectively contribute to the establishment and maintenance of a robust ethical framework within PRO-COAST, fostering research excellence while prioritizing ethical conduct in coastal studies.

3 ANNEXES

3.1 Templates to support ethical conduct to partners.

3.1.1 Research Ethics Form

Project title

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Record of Approval

Principal Investigator

I request an ethics peer review and confirm that I have answered all relevant questions in this checklist honestly.	
I confirm that I will carry out the project in the ways described in this checklist. I will immediately suspend research and request new ethical approval if the project subsequently changes the information I have given in this checklist.	
I confirm that I, and all members of my research team (if any), have read and agreed to abide by the Code of Research Ethics issued by the relevant national learned society.	
I confirm that I, and all members of my research team (if any), have read and agreed to abide by the University's Research Ethics, Governance and Integrity Framework.	

Name:

Date:

Student's Supervisor (if applicable)

I have read this checklist and confirm that it covers all the ethical issues raised by this project fully and frankly. I also confirm that these issues have been discussed with the student and will continue to be reviewed in the course of supervision.

Name:

Date: -

Reviewer (if applicable)



Date of approval by anonymous reviewer:

Medium Risk Research Ethics Approval Checklist

Project Information

Project Ref	
Full name	
Faculty	
Department	
Supervisor	
Module Code	
EFAAF Number	
Project title	
Date(s)	
Created	

Project Summary

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Names of Co-Investigators and their organisational affiliation (place of study / employer)	
Is this project externally funded?	
Who is funding the project?	
Has the funding been confirmed?	

Are you required to use a Professional Code of Ethical Practice appropriate to your discipline?	
Have you read the Code?	
Name of Professional Code of Ethical Practice	
Have you read the Code?	

Project Details

What are the aims and objectives of the project?

Explain your research design

Outline the principal methods you will use



Are you proposing to use a validated scale or published research method / tool?		Yes	No
External Research Instrument			
Does your research seek to understand, identify, analyse and/or report on information on terrorism or from terrorist organisations, require access to terrorist groups or those convicted of terrorist offences or relate to terrorism policies in other international jurisdictions?			
Does your research seek to understand, identify, analyse and/or report on information for other activities considered illegal in the UK and/or in the country you are researching in?			
Are you dealing with Secondary Data? (e.g., sourcing information from websites, historical documents)			
Are you dealing with Primary Data involving people? (e.g., interviews, questionnaires, observations)			

Are you dealing with personal data?		
Are you dealing with sensitive data (special category data)?		
Will the Personal or Sensitive data be shared with a third party?		
Will the Personal or Sensitive data be shared outside of the European Economic Area (EEA)?		
Is the project solely desk based? (e.g., involving no laboratory, workshop or off campus work or other activities which pose significant risks to researchers or participants)		
Will the data collection, recruitment materials or any other project documents be in any language other than English?		
Are there any other ethical issues or risks of harm raised by the study that have not been covered by previous questions?		

DBS (Disclosure & Barring Service) formerly CRB (Criminal Records Bureau)

Question		Yes	No
1	Does the study require DBS (Disclosure & Barring Service) checks?		
	If YES, please give details of the level of check, serial number, date obtained and expiry date (if applicable)		
2	If NO, does the study involve direct contact by any member of the research team:		
	a) with children or young people under 18 years of age?		
	b) with adults who have learning difficulties, brain injury, dementia, degenerative neurological disorders?		
	c) with adults who are frail or physically disabled?		
	d) with adults who are living in residential care, social care, nursing homes, re-ablement centres, hospitals or hospices?		
	e) with adults who are in prison, remanded on bail or in custody?		
	If you have answered YES to any of the questions above, please explain the nature of that contact and what you will be doing		

External Ethics Review

Question		Yes	No
1	Will this study be submitted for ethical review to an external organisation? (e.g., Another University)		
	If YES, name of external organisation		
2	Will this study be reviewed using the IRAS system?		
3	Has this study previously been reviewed by an external organisation?		

Confidentiality, security and retention of research data

Question		Yes	No
1	What data are you collecting / using / recording?		
2	Are there any reasons why you cannot guarantee the full security and confidentiality of any personal or confidential data collected for the study?		

	Please provide an explanation		
3	Is there a significant possibility that any of your participants, and associated persons, could be directly or indirectly identified in the outputs or findings from this study?		
	Please provide an explanation		

4	Is there a significant possibility that a specific organisation or agency or participants could have confidential information identified, as a result of the way you write up the results of the study?			
	Please provide an explanation			
5	Will any members of the research team retain any personal or confidential data at the end of the project, other than in fully anonymised form?			

	Please provide an explanation			
6	Will you or any member of the team intend to make use of any confidential information, knowledge, trade secrets obtained for any other purpose than the research project?			
	Please give an explanation			
7	Have you taken necessary precautions for secure data management, in accordance with data protection and CU Policy			

8	Specify location (physical and electronic) where data will be stored		
9	Will you be responsible for destroying the data after study completion?		
	If NO, who will be responsible for this?		
	Please explain how any identifiable and anonymous data will be destroyed		
	Planned disposal date		

Participant Information and Informed Consent

Question		Yes	No
1	Will all the participants be fully informed BEFORE the project begins why the study is being conducted and what their participation will involve?		
	Please explain why		
2	Will every participant be asked to give written consent to participating in the study, before it begins?		
	If NO, please explain how you will get consent from your participants. If not written consent, explain how you will record consent		
3	Will all participants be fully informed about what data will be collected, and what will be done with this data during and after the study?		
	If NO, please specify		
4	Please explain what recordings (audio, visual or both) will be made and how you will gain consent for recording participants		
5	Will all participants understand that they have the right not to take part at any time, and/or withdraw themselves and their data from the study if they wish?		
	If NO, please explain why		
6	Will every participant understand that there will be no reasons required or repercussions if they withdraw or remove their data from the study?		
	If NO, please explain why		
7	Does the study involve deceiving, or covert observation of, participants?		

	Will you debrief them at the earliest possible opportunity?		
	If NO to debrief them, please explain why this is necessary		

Payments to participants

Question		Yes	No
1	Do you intend to offer participants cash payments or any kind of inducements, or reward for taking part in your study?		
	If YES, please explain what kind of payment you will be offering (e.g., prize draw or store vouchers)		
2	Is there any possibility that such payments or inducements will cause participants to consent to risks that they might not otherwise find acceptable?		
	If YES, please explain)		
3	Is there any possibility that the prospect of payment or inducements will influence the data provided by participants in any way?		
	If YES, please explain)		
4	Will you inform participants that accepting payments or inducements does not affect their right to withdraw from the study at any time?		

Capacity to give valid consent.

Question		Yes	No
1	Do you propose to recruit any participants who are:		
	a) children or young people under 18 years of age?		
	b) adults who have learning difficulties, mental health conditions, brain injury, advanced dementia, degenerative neurological disorders?		
	c) adults who are physically disabled and cannot provide written and/or verbal consent		
	d) with adults who are living in residential care, social care, nursing homes, reablement centres, hospitals or hospices?		
	e) with adults who are in prison, remanded on bail or in custody?		
	If you have answered YES to any of the questions above, please explain overcome any challenges to gaining valid consent		
2	Do you propose to recruit any participants with possible communication difficulties, including difficulties arising from limited use of knowledge of the English language?		
	If YES, please explain how you will overcome any challenges to gaining valid consent		
3	Do you propose to recruit participants who may not be able to fully understand the nature of the study, the foreseen implications or cannot provide consent?		
	If YES, please explain how you will overcome any challenges to gaining valid consent		

Recruiting Participants

Question		Yes	No
1	Who are the participants?		

2	How are participants being recruited? Please provide details on all methods of recruitment you intend to use	
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3	Do you foresee any conflict of interest?		
	Please explain how this conflict of interest will be addressed		

Online and Internet Research

Question		Yes	No
1	Will any part of your project involve collecting data via the internet or social media?		
	If YES, please explain how you will obtain permission to collect data by these means		
2	Will this require consent to access?		
	If NO, please explain how you will get permission/ consent' to collect this information?		
3	Will you be collecting data using an online questionnaire/ survey tool? (e.g., BoS, Filemaker)?		
	If YES, please explain which software and how you are ensuring appropriate data security		
4	Is there a possibility that the study will encourage children under 18 to access inappropriate websites, or correspond with people who pose risk of harm?		
	If YES, please explain further		
5	Will the study incur any other risks that arise specifically from the use of electronic media?		
	If YES, please explain further		

Information gathered from human participants

Question		Yes	No
Primary			
1	Does your project involve primary data collection from human participants via questionnaires, focus groups, interviews, psychological tests, photography/videography etc.?		
	If YES, please detail the information to be collected and methods that will be used.		
2	Is there the possibility of physical or psychological harm to the researcher(s) or the participants?		
	If YES, please explain the possible harm and action taken to reduce/remove the risk		
3	Are any specific exclusions needed to prevent possible harm to participants (e.g., excluding people with known mental health problems)?		
	If YES, please explain exclusions needed and how these will be carried out		

4	Are any of the questionnaires or other tests being used in the research diagnostic for specific clinical conditions?		
	If YES, please explain how you will take steps to reduce or address these risks		

3.1.2 Informed Consent Template

Participant No:

[RESEARCH TITLE]

You are invited to take part in this research study for the purpose of collecting data on [RESEARCH AIM].

Before you decide to take part, you must **read the accompanying Participant Information Sheet.**

Please do not hesitate to ask questions if anything is unclear or if you would like more information about any aspect of this research. It is important that you feel able to take the necessary time to decide whether or not you wish to take part.

If you are happy to participate, please confirm your consent by circling YES against each of the below statements and then signing and dating the form as participant.

1	I confirm that I have read and understood the <u>Participant Information Sheet</u> for the above study and have had the opportunity to ask questions	YES	NO
2	I understand my participation is voluntary and that I am free to withdraw my data, without giving a reason, by contacting the lead researcher <u>at any time</u> until the date specified in the Participant Information Sheet	YES	NO
3	I have noted down my participant number (top left of this Consent Form) which may be required by the lead researcher if I wish to withdraw from the study	YES	NO
4	I understand that all the information I provide will be held securely and treated confidentially	YES	NO
5	I am happy for the information I provide to be used (anonymously) in academic papers and other formal research outputs	YES	NO
6	I am happy for the interview to be <u>audio recorded</u>	YES	NO
7	I agree to take part in the above study	YES	NO

[FOR CU INTERNAL INFORMATION ONLY **PLEASE DELETE ALL BROWN AND RED TEXT PRIOR TO USE**. THE ABOVE STATEMENTS SHOULD BE AMENDED AS APPROPRIATE – E.G. 5 SHOULD READ ‘I am happy for the information I provide to be attributed directly to me in any formal research outputs ’ IF THIS IS THE CASE. ADDITIONAL DECLARATIONS SHOULD BE INCLUDED AFTER POINT 5 IF PERSONAL DATA ARE TO BE SHARED WITH 3RD PARTIES AND/OR TRANSFERRED OUTSIDE THE EEA...SUGGESTED WORDINGS - ‘I understand and agree that the information I provide may be shared with the following third parties: [SPECIFY]’; ‘I understand and agree that my personal data may/will [DELETE AS APPROPRIATE] be transferred outside of the EEA, and that I may not receive the same level of data privacy protection as in the UK’. IF THERE IS MORE THAN ONE DEFINED PURPOSE TO THE STUDY, A SEPARATE CONSENT DECLARATION SHOULD BE INCLUDED FOR EACH]. **Thank you for your participation in this study. Your help is very much appreciated.**

Participant's Name	Date	Signature
Researcher	Date	Signature

3.1.3 Verbal Consent Script Template

Verbal consent will be sought when written consent is not able to be obtained. This may include instances where the interviewees are illiterate, may be incapable of reading or writing for other reasons, or where there may be particular sensitivities around signing a written consent form (as set out in the online application). Each participant will be provided with a Participant Information Sheet that will be read in full with the participant before beginning recording. I will go through the Participation Information Sheet with them highlighting their rights in regard to the recording of the interview and answer any questions they may have before I press the ‘record’ button and begin the script. The verbal consent script (below) will then be read, and verbal consent recorded on a Dictaphone.

Verbal consent script:

As you know from the Participant Information Sheet, I am a researcher from Coventry University in the United Kingdom. I am conducting a study on [add details here] and I would like to ask you some questions about that. I would like to record our conversation, so that I can get your words accurately. If at any time during our talk you feel uncomfortable answering a question, please let me know, and you don't have to answer it. Or, if you want to answer a question but do not want it recorded, please let me know and I will turn off the machine. If at any time you want to withdraw from this study, please tell me and I will erase the recording of our conversation. I will not reveal the content of our conversation beyond myself and my interpreter, Mr/Mrs/Mswho is helping me and who has signed a contract agreeing to keep all data confidential. I will do everything I can to protect your privacy. Now I would like to ask you if you agree to participate in this study, and to talk to me about your experiences in access to {... Research Aim...} . Do you agree to participate, and to allow me to record our conversation?

3.1.4 Participant Information Sheet Template

{Research Title}

You are being invited to take part in research on {Research aim}. {Researcher} at Coventry University is leading this research. Before you decide to take part, it is important that you understand why the research is being conducted and what it will involve. Please take time to read the following information carefully.

What is the purpose of the study?

The purpose of the study is to {Research Purpose}

Why have I been chosen to take part?

You are invited to participate in this study as you are an ideal candidate to assist in answering the research question.

What are the benefits of taking part?

By sharing your experiences with us, you will be helping {Researcher} and Coventry University to better understand {Research aim}

Are there any risks associated with taking part?

This study has been reviewed and approved through Coventry University's formal research ethics procedure. There are no significant risks associated with participation.

Do I have to take part?



No – it is entirely up to you. If you do decide to take part, please keep this Information Sheet and complete the Informed Consent Form to show that you understand your rights in relation to the research, and that you are happy to participate. Please note down your participant number (which is on the Consent Form) and provide this to the lead researcher if you seek to withdraw from the study at a later date. You are free to withdraw your information from the project data set at any time until the data are fully anonymised in our records on 4 months from interview date. You should note that your data may be used in the production of formal research outputs (e.g., journal articles, conference papers, theses and reports) prior to this date and so you are advised to contact the university at the earliest opportunity should you wish to withdraw from the study. To withdraw, please contact the lead researcher (contact details are provided below). You do not need to give a reason. A decision to withdraw, or not to take part, will not affect you in any way.

What will happen if I decide to take part?

You will be asked a number of questions regarding your experience of {the Research aim(s)}. The interview/focus group will take place in a safe environment at a time that is convenient to you. Ideally, we would like to audio record your responses (and will require your consent for this), so the location should be in a fairly quiet area. The interview/focus group should take around 45-60 minutes to complete.

Data Protection and Confidentiality

Your data will be processed in accordance with the General Data Protection Regulation 2016 (GDPR) and the Data Protection Act 2018. All information collected about you will be kept strictly confidential. Unless they are anonymised in our records, your data will be referred to by a unique participant number rather than by name. If you consent to being audio recorded, all recordings will be destroyed once they have been transcribed. Your data will only be viewed by the researcher/research team. All electronic data will be stored on a password-protected computer file on Coventry University's Onedrive. All paper records will be stored in a locked filing cabinet at The Centre for Trust, Peace and Social Relations. Your consent information will be kept separately from your responses in order to minimise risk in the event of a data breach. The lead researcher will take responsibility for data destruction and all collected data will be destroyed on or before

Data Protection Rights

Coventry University is a Data Controller for the information you provide. You have the right to access information held about you. Your right of access can be exercised in accordance with the General Data Protection Regulation thereafter. You also have other rights including rights of correction, erasure, objection, and data portability. For more details, including the right to lodge a complaint with the Information Commissioner's Office, please visit www.ico.org.uk. Questions, comments and requests about your personal data can also be sent to the University Data Protection Officer - enquiry.ipu@coventry.ac.uk

What will happen with the results of this study?

The results of this study may be summarised in published articles, reports and presentations. Quotes or key findings will always be made anonymous in any formal outputs unless we have your prior and explicit written permission to attribute them to you by name.



Making a Complaint

If you are unhappy with any aspect of this research, please first contact the lead researcher, {Researcher name} on {Contact details}. If you still have concerns and wish to make a formal complaint, please write to.....

In your letter, please provide information about the research project, specify the name of the researcher and detail the nature of your complaint.

3.1.5 Anonymous data-online questionnaire participant info and consent template

[NB: THE BELOW PARTICIPANT INFORMATION STATEMENT AND CONSENT DECLARATION SHOULD ONLY BE USED IN CONNECTION WITH THE COLLECTION OF FULLY ANONYMISED DATA – I.E. FOR SITUATIONS IN WHICH THE RESEARCHER CANNOT LINK ANSWERS TO IDENTIFIABLE PARTICIPANTS. IN ALL OTHER CASES, THE TEMPLATE FOR PARTICIPANT-IDENTIFIABLE DATA SHOULD BE FOLLOWED AS PERSONAL DATA MUST BE COLLECTED AND PROCESSED IN ACCORDANCE WITH THE GENERAL DATA PROTECTION REGULATION.]

PARTICIPANT INFORMATION STATEMENT

The aim of this study is to [STATE RESEARCH AIM. IF THERE IS MORE THAN ONE PURPOSE TO THE STUDY, EACH MUST BE SPECIFIED SO THAT APPROPRIATE AND EXPLICIT INFORMED CONSENT CAN BE OBTAINED. A SEPARATE TICK BOX INFORMED CONSENT DECLARATION

– SEE BELOW - SHOULD BE PROVIDED TO CAPTURE PARTICIPANT CONSENT FOR EACH IDENTIFIED PURPOSE]. The study is being conducted by [LEAD RESEARCHER] at Coventry University. You have been selected to take part in this questionnaire survey because you [REASON]. Your participation in the survey is entirely voluntary, and you can opt out at any stage by closing and exiting the browser. If you are happy to take part, please answer the following questions relating to [PROJECT BRIEF]. Your answers will help us to [LINK TO PROJECT AIMS/OUTCOMES]. The survey should take approximately [XX] minutes to complete. Your answers will be treated confidentially and the information you provide will be kept anonymous in any research outputs/publications. Your data will be held securely [SPECIFY HOW/WHERE]. All data will be deleted by [SPECIFY DATE]. The project has been reviewed and approved through the formal Research Ethics procedure at Coventry University. For further information, or if you have any queries, please contact the lead researcher [NAME AND CONTACT DETAILS]. If you have any concerns that cannot be resolved through the lead researcher, please contact

Thank you for taking the time to participate in this survey. Your help is very much appreciated.

[YOU MUST THEN INCLUDE A FORCED RESPONSE QUESTION WHICH RECORDS AN EXPLICIT CONFIRMATION OF INFORMED CONSENT. IF THERE IS MORE THAN ONE DEFINED PURPOSE TO THE STUDY, A SEPARATE CONSENT STATEMENT / BOX SHOULD BE PROVIDED FOR EACH] I have read and understood the above information. I understand that, because my answers will be fully anonymised, it will not be possible to withdraw them from the study once I have completed the survey. I agree to take part in this questionnaire survey. I confirm that I am aged 18 or over. [ADD BOX FOR PARTICIPANT TO TICK. NOTE THAT THIS BOX CANNOT BE PRE-TICKED AS THIS WILL NOT ALLOW FOR AN EXPLICIT AND AFFIRMATIVE DECLARATION OF INFORMED CONSENT].

3.1.6 Participant Identifiable online questionnaire participant information and consent template

PARTICIPANT INFORMATION STATEMENT

The aim of this study is to [STATE RESEARCH AIM. IF THERE IS MORE THAN ONE PURPOSE TO THE STUDY, EACH MUST BE SPECIFIED SO THAT APPROPRIATE AND EXPLICIT INFORMED CONSENT CAN BE OBTAINED. A SEPARATE TICK BOX INFORMED CONSENT DECLARATION – SEE BELOW - SHOULD BE PROVIDED TO CAPTURE PARTICIPANT CONSENT FOR EACH IDENTIFIED PURPOSE]. The study is being conducted by [LEAD RESEARCHER] at Coventry University. You have been selected to take part in this questionnaire survey because you [REASON]. Your participation in the survey is entirely voluntary, and you can opt out at any stage by closing and exiting the browser. If you are happy to take part, please answer the following questions relating to [PROJECT BRIEF]. Your answers will help us to [LINK TO PROJECT AIMS/OUTCOMES]. The survey should take approximately [XX] minutes to complete. Your answers will be treated confidentially and the information you provide will be kept anonymous in any research outputs/publications. Your data will be processed in accordance with the General Data Protection Regulation 2016 (GDPR). Your data will be held securely [SPECIFY HOW/WHERE] and will only be viewed by the researcher/research team. [IF THE DATA ARE TO BE SHARED WITH 3RD PARTIES YOU MUST DECLARE THIS HERE AND NAME THE PARTIES CONCERNED. YOU MUST CONTACT THE IPU BEFORE ANY PERSONAL DATA ARE SHARED WITH 3RD PARTIES]. All data will be deleted by [SPECIFY DATE].

[ONLY REQUIRED IF APPLICABLE – STATEMENT CONCERNING INTERNATIONAL DATA TRANSFERS]

Your data may/will [DELETE AS REQUIRED] be stored and processed in [STATE LOCATION]]. Please note countries outside of the European Economic Area may not offer the same level of data privacy protection as in the UK. [NB: YOU MUST CONTACT IPU BEFORE YOU STORE OR SHARE ANY PERSONAL DATA OUTSIDE THE EEA].

You are free to withdraw your questionnaire responses from the project data set at any time [DELETE AS APPROPRIATE] until the data are destroyed on [ENTER DATE]/until the data are fully anonymised in our records on [ENTER DATE]. You should note that your data may be used in the production of formal research outputs (e.g., journal articles, conference papers, theses and reports) prior to this date and so you are advised to contact the university at the earliest opportunity should you wish to withdraw from the study. To withdraw, please contact the lead researcher (contact details are provided below). You do not need to give a reason. A decision to withdraw, or not to take part, will not affect you in any way.



Coventry University is a Data Controller for the information you provide. You have the right to access information held about you. Your right of access can be exercised in accordance with the General Data Protection Regulation. You also have other rights including rights of correction, erasure, objection, and data portability. For more details, including the right to lodge a complaint with the Information Commissioner's Office, please visit www.ico.org.uk Questions, comments and requests about your personal data can also be sent to the University Data Protection Officer - enquiry.ipu@coventry.ac.uk

The project has been reviewed and approved through the formal Research Ethics procedure at Coventry University. For further information, or if you have any queries, please contact the lead researcher [NAME AND CONTACT DETAILS]. If you have any concerns that cannot be resolved through the lead researcher, please contact

Thank you for taking the time to participate in this survey. Your help is very much appreciated.

[YOU MUST THEN INCLUDE A FORCED RESPONSE QUESTION WHICH RECORDS AN EXPLICIT CONFIRMATION OF INFORMED CONSENT. IF THERE IS MORE THAN ONE DEFINED PURPOSE TO THE STUDY, A SEPARATE CONSENT STATEMENT / BOX SHOULD BE PROVIDED FOR EACH] I have read and understood the above information. I agree to take part in this questionnaire survey. I confirm that I am aged 18 or over. [ADD BOX FOR PARTICIPANT TO TICK. NOTE THAT THIS BOX CANNOT BE PRE-TICKED AS THIS WILL NOT ALLOW FOR AN EXPLICIT AND AFFIRMATIVE DECLARATION OF INFORMED CONSENT].

3.1.7 Interpreter Confidentiality Agreement

I have read and retained the Participant Information Sheet concerning the exploratory research project on being conducted by In my role as interpreter for, I understand the nature of the study and requirements for confidentiality. I have had all of my questions concerning the nature of the study and my role as interpreter answered to my satisfaction.

A. Maintaining Confidentiality

I agree not to reveal in any way to any person other than or any data gathered for the study by means of my services as interpreter.

B. Acknowledgement of My Services as Interpreter

I understand that will acknowledge the use of my services in any reporting on the project. I have indicated below whether I wish that acknowledgement to be anonymous or whether it may recognise me by name.

___ I do not wish my name to be associated with the acknowledgement of the use of an interpreter in data gathering for the project.

OR

___ I agree that may associate my name with the acknowledgement of the use of an interpreter in data gathering for the project.

C. Signature Indicating Agreement

Name: _____

Email: _____

Signature: _____

Should you require further information please feel free to contact me at _____

For concerns or complaints about the research ethics of this study please contact:

.....

3.1.8 Transcriber Confidentiality Agreement

I have read and retained the Participant Information Sheet concerning the exploratory research project on XXXX being conducted by XXXX. In my role as transcriber for XXXX, I understand the nature of the study and requirements for confidentiality. I have had all of my questions concerning the nature of the study and my role as interpreter answered to my satisfaction.

D. Maintaining Confidentiality

I agree not to reveal in any way to any person other than XXXX any data gathered for the study by means of my services as transcriber.

E. Acknowledgement of My Services as Transcriber

I understand that XXXXX will acknowledge the use of my services in any reporting on the project. I have indicated below whether I wish that acknowledgement to be anonymous or whether it may recognise me by name.

___ I do not wish my name to be associated with the acknowledgement of the use of a transcriber in data gathering for the project.

OR

___ I agree that XXXX may associate my name with the acknowledgement of the use of a transcriber in data gathering for the project.

F. Signature Indicating Agreement

Name: _____

Email: _____

Signature: _____

Should you require further information please feel free to contact me <NAME OF RESEARCHER OR NAMED MEMBER OR THE TEAM> <EMAIL ADDRESS> or <PHONE NUMBER>.

For concerns or complaints about the research ethics of this study please contact:

.....

3.1.9 Project Risk Assessment Template

Project Lead	
Other project team members	
Project Title	
Dates of project (from – to)	
Dates of fieldwork (from – to)	
Location(s) of activity: <i>Country and specific area</i>	
Will the project involve travel? <i>(If yes, complete this section as fully as possible)</i>	
Contact details at destination(s): Contact details of next of kin in case of emergency:	
Approximate dates of travel:	

Your supervisor/key contact point at CTPSR must have details of travel plans once confirmed.	
Arrangements to maintain contact with the University:	
Emergency contact information:	
Has suitable travel insurance has been obtained? <i>(Please attach a copy of certificate)</i> Subject to authorisation I would like to use university insurance.	
If EU travel, has an updated post Brexit EH1C card been obtained?	
Has advice/vaccinations from GP been sought <i>(where appropriate)</i> ? Please include your current COVID vaccination status.	
Are medical kits required <i>(i.e. in countries with poor healthcare facilities)</i> ?	
Are there any warnings issued by the FCO* against travel to the area?	
Have you registered with the FCO* service LOCATE? <i>(British nationals only)</i>	

*FCO = <http://www.fco.gov.uk/en/travel-and-living-abroad/travel-advice-by-country/>

PLEASE USE THE HAZARD CHECKLIST AS A GUIDE WHEN COMPLETING THIS SECTION

Hazard	Precautions to be used
Work factors: <i>e.g.: dealing with the public, interviewing on sensitive issues, lone working, driving, working on boats, laboratory work; biological, chemical hazards etc</i>	
Site specific factors <i>e.g. remote area, construction site, local endemic diseases, political unrest, terrorism risk etc</i>	
Environmental factors (e.g. extremes of temperature, altitude, weather conditions, tidal conditions, cliffs, bogs, caves, mountains etc)	
Equipment <i>e.g. operation of machinery, use of specialist equipment, manual handling/transportation, compressed gases, etc</i>	
Other <i>Detail any special arrangements required, i.e. permissions required, accommodation, travel, catering etc</i>	
<i>This assessment must be reviewed before any significant project changes are made.</i>	
<u>Assessment carried out by:</u> Signature: Position: Date:	<u>Authorisation to proceed:</u> Signature: Position: Date:

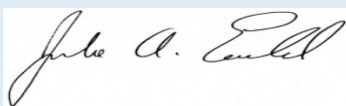
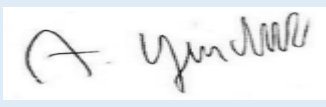
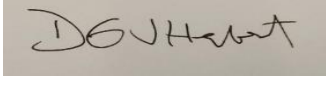
3.2 Signed ethical agreement by all partners.

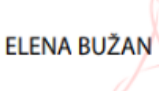
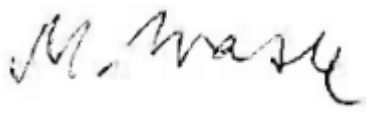
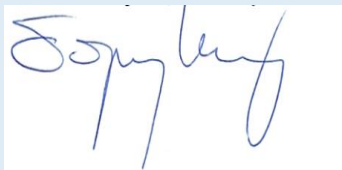
3.2.1 Research Ethics Protocol (17 partners)

PRO-COAST: A Proactive Approach for Communities to Enable Societal Transformation

17 December 2023

Pro-Coast has received ethical approvals from participant institutions for the work packages and tasks they lead (Appendix 3.2.2) and will abide by ethical guidelines, placing a focus on honesty, integrity, co-operation, equality, safety. and accountability. All research partners hereby pledge to consult with and use the risk assessment, participation, consent, and confidentiality agreement forms and training materials ([Appendix 3.1](#)) for quality assurance where and when necessary/possible. Members of the team involved in fieldwork will receive training in ethical research practice and will be over the age of 18. Validated consent forms will be explained, given to, and completed by relevant gatekeepers and participants in interviews and focus groups prior to each stage of fieldwork. Where permission is not provided, the Pro-Coast Project Coordinator at the end of the project will destroy any attributable personal information (not available in the public domain). The researchers will anonymize responses and will not allow mentioning the names of participant or any private information/ personal data during interviews that can be used to disclose the identity of interviewees. All participants will be informed of their right to withdraw consent at any stage and assured that their responses will be anonymized, securely stored, and destroyed after the 10-year preservation period.

Participating Institutions	Participant Name	Signature
European Sustainable Use Group	Julie Ewald	
Total PR Business SRL	Cosmin Mares	
Research Centre Global Dynamics, Leipzig University	Dr Alexander Yandell	
Fundación CARTIF	José R. Perán & Bárbara Díez	
C.MAMMIDES CONSULTANTS LTD – PR&More	Chris Mammides	
The University of Bergen	Professor David Herbert	
Anatrack Ltd.	Nick Casey , Director	

Tero PC	Efsrtatios Arampatzis, Director	
Ellinogermaniki Agogi Scholi Panagea Savva Sa (EA)	Dr Stavros Savvas, President CEO	
University of Primorska	Elena Buzan	 Digitally signed by ELENA BUŽAN Date: 2024.01.10 13:39:12 +01'00'
Costa Nostrum Certification Etariria Periorismenis Efthynis (CN)	Vasileios Zisimopoulos	 COSA NOSTRUM CERTIFICATION E.L.E. ΠΙΣΤΟΠΟΙΗΣΗ ΣΥΣΤΗΜΑΤΩΝ ΔΙΑΧΕΙΡΙΣΗΣ ΠΟΙΟΤΗΤΑΣ ΓΙΑ ΤΗ ΔΙΟΝΥΣΙΑΣ ΕΡΕΥΝΑ ΚΡΗΤΗΣ Α.Φ.Μ. 800658474 - Δ.Ο.Υ.: ΗΡΑΚΛΕΙΟΥ ΑΡ.Π.Ε.Κ.Η. 135475527000
Friends of the Earth Malta	Martin Galea De Giovanni	
Fredrick University	Christoforos Charalambous	
Fundación Ibercivis	Francisco Sanz	25180497M Firmado JUAN digitalmente por FRANCISCO 25180497M JUAN SANZ (R: G99330094) G99330094) Fecha: 2024.01.08 18:59:30 +01'00'
Atlantic Technological University (ATU)	Dr. Salem Gharbia	
Talin University of Technology (Tal Tech)	Mari Ivask	
Chamber of Economy of Montenegro	Mitar Bajceta	

3.2.2 Specific Ethics Approvals (3 partners)

University of Salento



**UNIVERSITÀ
DEL SALENTO**



**DIPARTIMENTO DI SCIENZE E TECNOLOGIE
BIOLOGICHE ED AMBIENTALI**

Indirizzo: Centro Ecotekne, Via per Monteroni 73100 Lecce
https://www.disteba.unisalento.it
pec: dip.scienze.tecnologie.biologiche@cert-unile.it
Tel: 0832 298649
Codice univoco ufficio: XAWM97
COD. FISC.: 80008870752
P.I.(V.A.T.): IT 00646640755

Oggetto: Approvazione progetto *"A PROactive approach for COmmunities to enABle Societal Transformation"* acronimo PRO-COAST. Call HORIZON-CL6-2022-BIODIV-01, Biodiversity and ecosystem services- Responsabile Scientifico Prof. Maurizio Pinna CUP F83C23002920006

IL DIRETTORE

- VISTA** la Call HORIZON-CL6-2022-BIODIV-01, Biodiversity and ecosystem services;
- VISTO** il progetto presentato dal Prof. Maurizio Pinna nell'ambito della Call summenzionata al Dipartimento di Scienze e Tecnologie Biologiche e Ambientali, dal titolo *"A PROactive approach for COmmunities to enABle Societal Transformation"* acronimo PRO-COAST;
- VISTA** la nota della Commissione Europea del 6 giugno 2023 con cui si comunica l'approvazione del progetto summenzionato e l'ammissione a finanziamento;
- VISTO** il partenariato così composto: EUROPEAN SUSTAINABLE USE GROUP - Capofila e i seguenti partner: UNIVERSITAET LEIPZIG; FREDERICK UNIVERSITY FU; PANEPISTIMIO KRITIS; FUNDACION CARTIF; COVENTRY UNIVERSITY; TERO MONOPROSOPI IKE; Costa Nostrum Certification; C.MAMMIDES CONSULTANTS LTD; FUNDACION IBERCIVIS; UNIVERSITY OF SALENTO - DiSTeBA; UNIVERSITETET I BERGEN; ELLINOGERMANIKI AGOGI SCHOLI PANAGEA SAVVA AE; INSTITUTE OF TECHNOLOGY SLIGO - ITS; TALLINNA TEHNIKAÜLIKOO; UNIVERZA NA PRIMORSKEM UNIVERSITA DEL LITORALE; TOTAL PR BUSINESS; PRIVREDNA KOMORA CRNE GORE PODGORICA; FRIENDS OF THE EARTH MALTA; ANATRACK LTD;
- VISTA** la bozza del Grant Agreement;
- CONSIDERATO** che il budget complessivo è pari a euro 3.791.518,75, e il budget destinato al DiS.Te.B.A. è pari a euro 178.000,00, e che non è previsto un cofinanziamento;
- CONSIDERATO** che il progetto avrà durata di 36 mesi con avvio delle attività il 1.11.2023;
- RITENUTO** di individuare quale Responsabile Scientifico il Prof. Maurizio Pinna, Responsabile Amministrativo Dott.ssa Alessandra Inguscio e il seguente staff di progetto con specifico dettaglio del monte ore:

Nome e cognome	Qualifica	Monte ore 2023 – 2024 - 2025 - 2026
Maurizio Pinna	Professore associato	1500
Alberto Basset	Professore ordinario	30
Valeria Specchia	Professore associato	300
Lucia Fanini	RTD B	300
Fabio Vignes	Personale Tecnico Amministrativo	90
Franca Sangiorgio	Personale Tecnico Amministrativo	90
Alessandra Inguscio	Personale Tecnico Amministrativo	X
Francesca Gigante	Personale Tecnico Amministrativo	X

- RITENUTO** di poter approvare il progetto;
- RITENUTO** altresì di dover inserire il progetto nel Piano annuale e triennale degli interventi;
- VISTO** il *"Regolamento per la disciplina delle attività formative e di ricerca nell'ambito di programmi e progetti finalizzati"*, emanato con D.R. n. 12/2021;



DECRETA

- Art.1** Approvare il progetto dal titolo *A PROactive approach for COmmunities to enAble Societal Transformation* acronimo PRO-COAST. Call HORIZON-CL6-2022-BIODIV-01, Biodiversity and ecosystem services- Responsabile Scientifico Prof. Maurizio Pinna con durata 36 mesi e avvio delle attività il 1.11.2023.
- Art.2** Approvare il partenariato e il budget complessivo del progetto pari a euro 3.791.518,75, e il budget destinato al Di.S.Te.B.A. pari a euro 178.000,00, e che non è previsto un cofinanziamento.
- Art.3** Individuare come Responsabile Scientifico il Prof. Maurizio Pinna e Responsabile Amministrativo la Dott.ssa Alessandra Inguscio, e approvare la partecipazione del seguente personale strutturato del Di.S.Te.B.A. al progetto:

Nome e cognome	Qualifica	Monte ore 2023 – 2024 - 2025 - 2026
Maurizio Pinna	Professore associato	1500
Alberto Basset	Professore ordinario	30
Valeria Specchia	Professore associato	300
Lucia Fanini	RTD B	300
Fabio Vignes	Personale Tecnico Amministrativo	90
Franca Sangiorgio	Personale Tecnico Amministrativo	90
Alessandra Inguscio	Personale Tecnico Amministrativo	X
Francesca Gigante	Personale Tecnico Amministrativo	X

- Art.4** Approvare la bozza di Grant Agreement.
- Art.5** Inserire il progetto nel Piano annuale e triennale degli interventi.

Il Direttore del Di.S.Te.B.A.
(Prof. Ludovico Valli)

Alla raccolta
Alla ratifica



Certificate of Ethical Approval

Applicant: Dr. Duru Imrie-Kuzu
Project Title: PRO-COAST: A PROactive approach for COMMunities to enAble Societal Transformation

This is to certify that the above named applicant has completed the Coventry University Ethical Approval process and their project has been confirmed and approved as Low Risk

Date of approval: 08 Nov 2023
Project Reference Number: P166154



ΕΛΛΗΝΙΚΗ ΔΗΜΟΚΡΑΤΙΑ
ΠΑΝΕΠΙΣΤΗΜΙΟ ΚΡΗΤΗΣ



FOR EXCELLENCE IN RESEARCH

ΕΠΙΤΡΟΠΗ ΗΘΙΚΗΣ ΚΑΙ ΔΕΟΝΤΟΛΟΓΙΑΣ
ΤΗΣ ΕΡΕΥΝΑΣ (Ε.Η.Δ.Ε.)

ΑΠΟΦΑΣΗ
ΕΠΙΤΡΟΠΗΣ ΗΘΙΚΗΣ ΚΑΙ
ΔΕΟΝΤΟΛΟΓΙΑΣ ΤΗΣ ΕΡΕΥΝΑΣ (Ε.Η.Δ.Ε.)
ΤΟΥ ΠΑΝΕΠΙΣΤΗΜΙΟΥ ΚΡΗΤΗΣ
ΓΙΑ
ΕΓΚΡΙΣΗ
ΕΡΕΥΝΗΤΙΚΟΥ ΠΡΩΤΟΚΟΛΛΟΥ

ΕΜΠΙΣΤΕΥΤΙΚΟ ΕΓΓΡΑΦΟ

Τίτλος μελέτης για την οποία ζητήθηκε έγκριση			
A PROactive approach for COmmunities to enAble Societal Transformation (PRO-COAST)			
Επιστημονικός Υπεύθυνος της μελέτης			
Βασιλική Πετούση , Αναπληρώτρια Καθηγήτρια, Τμήμα Κοινωνιολογίας Πανεπιστημίου Κρήτης			
Είδος προτεινομένης μελέτης			
Κοινωνική			
Αριθμός Πρωτοκόλλου Επιτροπής Ηθικής και Δεοντολογίας της Έρευνας (Ε.Η.Δ.Ε.)			
125/11.10.2023			
Αριθμός & Ημερομηνία Απόφασης Επιτροπής Ηθικής και Δεοντολογίας της Έρευνας (Ε.Η.Δ.Ε.)			
12/13.10.2023 (με ηλεκτρονική διαβούλευση)			
Απόφαση Επιτροπής Ηθικής και Δεοντολογίας της Έρευνας (Ε.Η.Δ.Ε.)			
Εγκρίνεται			
Μέλη της Επιτροπής			
Ιωάννης Δαλέζιος , Πρόεδρος, Τακτικό Μέλος Παναγιώτης Μιχαηλίδης , Τακτικό Μέλος Ήβη-Αγγελική Μαυρομούστακου , Αναπληρωματικό Μέλος Παρασκευή Τσακάλη , Τακτικό Μέλος Ιωάννα Τσιλιγιάννη , Τακτικό Μέλος Ειρήνη Κυριακάκη , Τακτικό Εξωτερικό Μέλος Νικόλαος Κωστομητσόπουλος , Τακτικό Εξωτερικό Μέλος			
Σχόλια από την Επιτροπή Ηθικής και Δεοντολογίας της Έρευνας (Ε.Η.Δ.Ε.) με βάση τα οποία λήφθηκε η απόφαση για την αίτηση που υποβλήθηκε			
Μελετώντας το ερευνητικό πρωτόκολλο και όλα τα σχετικά δικαιολογητικά/πρόσθετες εγκρίσεις, όπως κατατέθηκαν στην Επιτροπή Ηθικής και Δεοντολογίας της Έρευνας (Ε.Η.Δ.Ε.) και λαμβάνοντας υπόψη τους σκοπούς και τα αναμενόμενα οφέλη, τη μεθοδολογία της έρευνας, την απουσία ταπεινών κινήτρων συμμετοχής, την έλλειψη σύγκρουσης συμφερόντων από τους ερευνητές και την έλλειψη πιθανών κινδύνων για τα υποκείμενα της έρευνας, η Ε.Η.Δ.Ε. <i>αποφασίζει ομόφωνα, σύμφωνα με τον Ν. 4957/2022 άρθρα 277-282, σχετικά με την υποβληθείσα αίτηση με αρ. πρωτ. 125/11.10.2023, ότι εγκρίνει την εκτέλεση του εν λόγω ερευνητικού έργου, καθώς προκύπτει ότι πληρούνται οι εκ του άμεσα εφαρμοστέου δικαίου και της ηθικής και δεοντολογίας όροι και προϋποθέσεις.</i> Η παρούσα απόφαση της Ε.Η.Δ.Ε. σε καμία περίπτωση ΔΕΝ υποκαθιστά την απαιτούμενη από άλλη αρμόδια δημόσια υπηρεσία, διοικητικό όργανο ή ανεξάρτητη διοικητική Αρχή, έγκριση ή αδειοδότηση του παρόντος ερευνητικού έργου/ μελέτης που δύναται επιπλέον να απαιτείται εκ του νόμου			
Ημερομηνία έκδοσης απόφασης			
Έτος: 2023		Μήνας: Οκτώβριος	
		Ημέρα: Δέκατη Τρίτη (13^η), Παρασκευή	
Υπογράφει ο Πρόεδρος της Επιτροπής			
Θέση	Όνομα	Επώνυμο	Υπογραφή
Αναπληρωτής Καθηγητής	Ιωάννης	Δαλέζιος	