

PARTICIPANT INFORMATION SHEET

PROACTIVE PROJECT ETHICS OFFICER (PEO) Approval Reference: 11/11.05.2021

Background and aims of the research activity:

The goal of project PROACTIVE is to enhance societal CBRNe (Chemical, Biological, Radiological, Nuclear and explosive) preparedness by increasing first responder's ability to effectively manage large, diverse groups of people. This will be accomplished by fostering common approaches between European safety and security Practitioners, in particular Law Enforcement Agencies (LEAs) and CBRNe First Responders. These are to be evaluated and validated against the needs and requirements of the civil society, especially considering vulnerable groups of citizens. These groups reflect the most important societal aspects, in line with the European Security Model (e.g. perception of security, possible side effects of technological solutions, gender- and age-related behaviour, and disabilities).

In that respect, the project PROACTIVE methodology is consultation with Practitioner-Stakeholders (e.g. Law Enforcement Agencies, CBRNe First Responders) and Citizens (through appropriate methods such as surveys, interviews and focus groups), followed by a detailed examination of selected tools and procedures and the subsequent provision of three field exercises to evaluate their effectiveness via an effective, realistic, legal and ethical research platform.

This study is funded by the project no 832981 PROACTIVE (project funded by the European Commission).

Why is this research being conducted?

As part of the project PROACTIVE, German Police University is conducting an interview study / benchmarking study among law enforcement agencies in numerous European countries and beyond. The study supplements an interview study carried out in July 2020. It focuses on identifying key aspects of Chemical, Biological, Radiological, Nuclear, and explosive (CBRNe) incidents from the perspective of Law Enforcement Agencies (LEAs). The study looks upon threat assessment with regard to CBRNe incidents, legal and policy frameworks for inter-agency collaboration, (joint) training in the field of CBRNe incidents, evaluation of CBRNe events, security measures in case of a CBRNe incident and communication with the public prior, during and after a CBRNe incident. The study will provide an up-to-date picture of the approach of LEAs across European countries and beyond regarding CBRNe incidents, especially in respect to the consideration and awareness of the needs of vulnerable citizens.

Why have I been invited to take part?

You have been invited because you work for an LEA. The interview study / benchmarking study focuses on LEA staff with management responsibility. Active strategic, operational and tactical unit leaders are taken into account. Additionally, CBRNe response and prevention instructors will be considered.

Do I have to take part?

No. You can ask questions about the research before deciding whether or not to take part. If you do agree to take part, you may withdraw yourself from the study at any time, without giving a reason, and without negative consequences, by advising DHPol of this decision. As soon as the interview is completed, the recorded data is immediately transferred to a secure stick and deleted from the recording device. The secure sticks function as a back-up. They are stored in a locked armoured steel cabinet, to which only one person responsible in the DHPol has access authorization. A second version will be available in a secure folder with restricted access. The IT department has given access to this folder only to the computers of the named employees. The computers themselves are protected by individual passwords. The passwords are changed regularly. The data will be used exclusively for scientific purposes. After the final deliverable is submitted, the data is backed up. Like the secure sticks, the back-up will be stored in the locked armoured steel cabinet and kept safe for 10 years. All back-ups will be marked with a note to be destroyed after 10 years.

What will happen to me if I take part in the research?

If you are happy to take part in the research, you will be asked to fill out the benchmarking rating. If you agree, we will then schedule an interview to discuss the results of the benchmarking rating. This can be either a web-conference or a telephone call.

Initially, we will talk you through the study procedures and give you the chance to ask any questions. The interview should take approximately 15 minutes. You can also ask to pause or stop the interview at any time.

If you are still happy to take part, we will ask you to sign a consent form and with your consent, we would like to audio record you, so we can have an accurate record of your thoughts.

Are there any potential risks in taking part?

As in other research projects, there is a risk - however small - of data being lost or stolen. To reduce possible risks, we will store data in a secured space with only limited access. The research team's computers are protected by a firewall and secure passwords. To minimize the risk of data loss, regular backups of the data are made. All published data is anonymous data.

Are there any benefits in taking part?

By participating in the study, participants contribute to improving the knowledge about threat assessment with regard to CBRNe incidents, legal and policy frameworks for inter-agency collaboration, (joint) training in the field of CBRNe incidents, evaluation of CBRNe events, security measures in case of a CBRNe incident and communication with the public prior, during and after a CBRNe incident. There will be no payment for taking part in this study.

What happens to the data provided?

The information you provide during the study is the research data. Any research data from which you can be identified (e.g. name, organisation, audio recording etc.) is known as personal data. The data is used only for scientific purposes. The data will be used to prepare a report for the European Commission, which will provide an up-to-date picture of the state of CBRNe preparation and readiness to respond across European countries and beyond.

Personal data and research data will be stored at DHPol premises in a secure locker with access authorization for 10 years after the finish date of the Project PROACTIVE. Afterwards the data will be deleted.

The research team will have access to the research data. Responsible members of the Project PROACTIVE may be given access to data for monitoring and/or audit of the research.

We would like your permission to use direct quotes anonymously in any research outputs.

We would like your permission to use anonymized data in future studies, and to share data with other researchers (e.g. in online databases). All personal information that could identify you will be removed or changed before information is shared with other researchers or results are made public.

Will the research be published?

The research may be published in academic publications and the PROACTIVE and DHPol websites.

Who has reviewed this study?

This study has been received ethics clearance through the Project Ethics Officer of Project PROACTIVE (Reference number: PROACTIVE/PEO/11/11.05.2021)

Who do I contact if I have a concern about the study or I wish to complain?

If you have a concern about any aspect of this study, please contact Danielle Carbon (danielle.carbon@dhpol.de) or Andreas Arnold (andreas.arnold@dhpol.de) or the PROACTIVE PEO: Irina Marsh (irina.marsh@cbrnelt.com), and we will do our best to answer your query. We will acknowledge your concern within 10 working days and give you an indication of how it will be dealt with.

Data Protection

In order to conduct this research activity, your voice will be recorded. This personal information will be used only with research purposes. You will be anonymized in all dissemination materials derived from this research. PROACTIVE must comply with the General Data Protection Regulation 2016/679, which requires that data is collected and used fairly, stored safely and not processed unlawfully. The DPA sets out the Data Protection Principles.

The DHPOL is the data controller with respect to your personal data, and as such will determine how your personal data is used in the study.

The following project partners: UIC, CBRNE, UMU, NPH, SESU, PPI, WMP, AGS, SPL, FFI and ETICAS will process your personal data for the purpose of the research outlined above. Your personal data will be processed for the research purposes of assessing the PROACTIVE system and testing its technical capabilities, as well as its compliance with legal requirements and social impact.

The legal basis upon which the processing of your personal data is legitimized is your informed consent, according to article 6 GDPR.

Your personal data will be deleted 5 years after the end of this project and kept no longer than 10 years in the case of DHPol. They could be kept for longer in an anonymized state, which means that you will no longer be identifiable (Recital 26 GDPR).

You have the right to exercise your data protection rights, such as the right to access, the right to rectification, the right to erasure, the right to restriction of processing, the right to data portability and the right to object to automatic processing in the terms established by the GDPR. If you have further queries regarding the nature of these rights or how to exercise them, you can contact DHPOL at email.

DPO: Dr. Kerstin Lüdke (kerstin.luedke@dhpol.de)

You have the right to lodge a complaint with the National Data Protection Authority and with the European Data Protection Supervisor.

Further Information and Contact Details:

If you would like to discuss the research with someone beforehand (or if you have questions afterwards), please contact:

Danielle Carbon or Andreas Arnold

German Police University

Zum Roten Berge 18-24, 48165 Münster, Germany

Tel: +49 2501 806 817 or +49 2501 806 815

Email: danielle.carbon@dhpol.de or andreas.arnold@dhpol.de