



Data
Ethics
Canvas
Topics

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|-----------------------------|-----------------------------|----------------------------|---------------------------------|--------------------------|
| Data Sources | Limitations with the data | Sharing this data | Laws, policies & classification | Rights over data sources |
| Existing Ethical Frameworks | Purpose for using this data | Communicating your purpose | Positive effects | Negative effects |
| Minimising negative impact | Engaging with people | Risks & Issues | Reviews & Iterations | What happens next |

Data Ethics Canvas - more detail

Data Sources

Name the data **sources** used in your project. These can be sourced from other Co-op teams & functions, third parties or external / public data.

Limitations with the data

Are there any limitations that might influence the outcomes of your project:

- **Quality of data** - are there gaps, is it current, are there known inaccuracies
- **Bias** in how it has been collected
- Other **sensitivities** such as data categorisation

Sharing this data

Describe how you intend to **share the data** with other organisations or using external platforms (E.g. Cloud).

How would this impact the Data subject's rights? Who has been engaged from Information Security & Data Governance teams?

Laws, policies & classification

Describe the relevant **legislation** and policies that shape how you use the data. Describe how this **data is classified**, is it personal and/or special category Determine if a Data Protection Impact Assessment (DPIA) is necessary....

Rights over data sources

Describe the data sources and how it has been produced.

Describe who has provided **permission for you to use this data**, and outline the rights that the data sources will have.

Existing Ethical Frameworks

Describe how this project aligns to the Co-op's **ethical values**, and any other relevant sector / community ethical frameworks

Purpose for using this data

Describe your **primary purpose** for data use in the project (e.g. what are you attempting to do?), the **use case** and **business model**.

Describe how your project **makes things better** for our members, colleagues, customers, communities

Communicating your purpose

Describe how the purpose of your project / use-case is to be communicated, and outline who the **audience** and **channel** for this message.

Positive effects

Describe the **value of the data asset**, who are the **people, communities or organisations that will be positively impacted** by your project, how will they be affected and how will you measure this impact

Negative effects

Describe who are the **people, communities or organisations that could be negatively impacted** by your project.

Describe where **there could be a data breach** with your project

Minimising negative impact

Describe the **actions** you can take to **minimise the harm**, and how will you **measure the negative impact** throughout the project.

Engaging with people

Describe how **people can engage** with you and your project, are the people affected able to **appeal or request changes** to the product or service

Risks & Issues

Describe the **primary risks** for the Co-op that your project must consider, and describe the impact & likelihood of these risks occurring

Reviews & Iterations

Describe how ongoing issues related to **data ethics will be monitored and re-assessed**.

Describe what happens to the data when your project completes.

What happens next

List the **priority actions** required to complete this **project phase**, and where support & approval necessary

Data Sources

Limitations of the data

Sharing this Data

Laws, policies and classification

**Rights over
Data sources**

**Purpose for
processing**

**Existing ethical
frameworks**

**Communicating
Purpose**

Positive effects

Negative effects

**Minimising
negative impact**

**Engaging with
people**

Risks & Issues

Reviews and Iterations

What happens next

