

D7.1

Ethical Chart

RIA-CL2-DEMOCRACY FAIRVILLE
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Work Package

WP7: Project Management and Coordination

Lead beneficiary

CNRS

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Revision history

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I. General Statement

Ethical considerations are integrated into the project from the outset, so they are part of every relevant interaction and will continue to be addressed even after our research has been completed.

Fairville has an Advisory Board of external experts with relevant experience in research ethics in the area of our research. Fairville gives them meaningful opportunities to interact in Fairville project by providing sufficient resources (including budget and meeting time). The advisory board is kept aware of our work and our reporting schedule and they are fully integrated into Fairville, so we can include their reports and advice in our periodic reports.

More generally, the CNRS has set up an ethics committee and has entered into discussions on general ethical issues raised by the practice of research and related to the social and moral consequences of knowledge advances, the principles that should drive individual behaviour, and the making of science.

The Fairville partners will carry out the required steps as an integral part of their work for Fairville. For the project, which is under the authority of CNRS, an ethic committee will be appointed and they will be the controller accountable for the processing of data related to a project. The Fairville participants will carry out the steps for compliance with the regulation under the supervision of the scientific coordinator.

At the CNRS, the records of the Fairville project are maintained by the Data Protection Officer (DPO) on behalf of the controllers. The Data Protection Officer advises on compliance with the regulations, cooperates with the supervisory authority, and ensures compliance with the regulation on the protection of natural persons. Formally, this task is carried out by the Fairville Executive Board, who in turn provides counselling, and monitors and validates the registration of the data processing.

The Commission Nationale Informatique et Libertés (CNIL) is the supervisory and advisory authority in France responsible for monitoring, informing and supporting the application of

the European regulation and French regulations on the protection of personal data. Each European partner refers to such authority in order to ensure the compliance with the principles of personal data protection in conducting the research.

Before starting Fairville's research project and when it contains personal data, the Fairville partners will undertake the analysis addressing:

- The lawfulness of the processing, which is the basis of the processing (a)
- The purpose of the processing operation (b)
- The relevance and proportionality of data (c)
- Data security and protection (d)
- Limited data storage (e)
- Transparency of information about the use of data (f)

During the First Fairville meeting, the Executive Board has checked that the project was lawful, i.e. that it complies with one of the following conditions in general terms. Nevertheless, as the collection of personal data will be quite limited in the projet (we rather focus on collective dynamics); we have planned a meeting of the ethical board next June to set up the common rules in relation with the following issues:

- The person has consented to the processing of his or her data
- The processing relies on a legal basis
- The processing is necessary to safeguard the vital interests of the data subject
- The processing is necessary for the performance of a task to be carried out in the public interest
- The processing is in accordance with a legitimate interest for the controller.
- The data may only be stored for a predefined and limited period. The length of the period of storage should be commensurate to the purpose of the processing. At the end of the processing operation, the data shall be either anonymised or stored for subsequent reuse for scientific research purposes only.

Precise information on the processing, purpose, use of the data, storage period will be

provided to the data subjects, by the concerned Fairville Partners. This information will be transparent and easily accessible. It will be transmitted directly to the data subjects. Where the provision of such information is impossible or would require disproportionate effort, or where such information would be likely to render impossible the purposes of the processing or seriously impair their achievement, it is possible, by way of derogation, not to do so with the data subjects but to take appropriate measures to protect the rights and freedom of individuals, including by making the information publicly available.

Fairville members will create a Data Management Plan (DMP) to ensure the quality of research and contribute to making data «findable, accessible, identifiable, reproducible», or FAIR.

For the data collected directly from the actors either through interview or notes derived from the participatory research (such as notes taken in the framework of observations or minutes of collective meeting), we will ensure that the aforementioned are agreeing to store the content and later to process it. They will be informed precisely about the data collected, their use, the purpose of their processing, their storage period, and the procedures for exercising the relevant rights.

As for the data indirectly collected, they are also subject to information on data processing. For this type of collection, the partners will inform the data subjects about the categories of data collected and the source of the data (stating in particular whether they come from publicly available sources).

For surveys conducted by the partners, they will provide a confidentiality commitment and ensure the security of the information systems used. The partners will comply with the terms of the processing operation registered with Fairville EB. Written or oral Consent may be given in different forms. In all cases, the concerned partners will ensure the traceability of the collection of consent.

The information necessary for consent will be free, specific, informed and

unambiguous. Once given, one will be able to withdraw their consent as simply as when giving it. In the case of such an occurrence, the associated data will no longer be processed in the project. The Fairville EB or the partners will keep proof that consent has been given to him/her/them to carry out a processing operation. Preserving the security of data access, storage and hosting is crucial to protect personal data. The partners will use the tools provided by the EB and Project Manager to comply with and/or enforce compliance with the institution's internal policies.

- Authentication has been provided for users of digital tools: digital certificates, passwords;
- Restricted access to sites and data have been granted only to the partners and members of the EB.
- Each partner has been granted an encrypted smartphone and some of them, when they need, crypted computers;
- Internal computer networks are protected;
- Secure tools are used for videoconferences.

The processed data will be either anonymised, or pseudonised when necessary, or dealing with personal subjects.

According to CNRS rule, the intermediate archiving period will be two years after the last publication of the research results. Data will be archived on the MyCore (CNRS) repository and for now they start to be stored on the dedicated website.

As for Dissemination and communication, the data will be anonymised for transmission to other researchers; for publication in research papers. Un-anonymised data may be disseminated only with prior consent of the data subjects.

II. Third Countries

Part of the Fairville research is scheduled to take place in areas which at some stage can be affected by violent conflicts and meanwhile by weak levels of confidentiality and high state control on research activities. The necessary precautions have been taken to redeploy fieldwork activities to other areas not affected by conflict without negative effects on the expected results. The launching of activities will be done month 5 as mentioned in the Grant agreement, with the necessary preliminary greenlight of the EU commission representative.

No research will take place in areas that are unsafe for the team members. Recommendations for travellers and visitors issued by the Foreign Ministries and/or other competent authorities will be followed. Insurance cover including repatriation will be provided.

The participants should also consult the authorities of the Ministry of Foreign Affairs as well as the security and defense service of their institution in order to be updated on the administrative and security measures to be followed in compliance with the legislation of both countries (of departure and arrival).

The ethical standards and guidelines of Horizon Europe will be rigorously respected and applied in each of the countries in which the research is carried out. The same applies to the rules and regulations issued by the host institution. Personal data referred to in the previous section will be imported into the EU where the analysis of the data will take place. However, these data will only be used as explained and will only be published in anonymous form so as to prevent the identification of individuals.

III. Intellectual property rights (IPR)

The Consortium Agreement will carefully address IPR issues, on the basis of the REA's IPR Help- Desk advice (www.ipr-helpdesk.org) on IP management under Horizon Europe; the general rule being that Foreground/Results are the property of the Consortium member carrying out the work generating this Foreground, including (depending on national laws) any generated by the appointed partners.

In the case of several members jointly carrying out the work generating the Foreground and if their respective share of the work cannot be ascertained, they shall share joint ownership of the Foreground.

Access to any background knowledge necessary for the development of the Fairville research and training programme will be granted to the other partners.

IV. Ethical issues and protection of personal data in non-EU countries

The Fairville participants will comply with the rules governing EU-funded research and the host country's laws applying for formal ethics approval for their research if this is required by national law.

Any research conducted outside the EU are permissible and legal in at least one EU country.

Consent form for the collection of personal data will be applied in a non-EU country and Language will be adapted to the target audience.

Non-discrimination statements

Rights to equality of treatment and non-discrimination will be carefully advocated and monitored inside the project by each leader institution in accordance with the European and national law. These principles are as well valid when involving associated partners and the civil society actors during the course of the participatory research action. The WP7 leaders will be very attentive to discuss on a regular base on equality statements with the WP leaders: the team need to address equally to all human beings whatever their social, racial and gender condition and sexual orientation. The team leaders should be very attentive to the respect of these non-discrimination rules within the participants themselves: equal numbers or share when possible; equal representation and equal voice should be a driving path for Fairville research.

Addendum

Initial note on this document: This document was built from and in continuity with deliverables D7.1 (first version of the Ethical chart), D7.2 (first version of the Data Management Plan), D8.1 (Other Ethical questions), produced in the initial phase of research. It was fueled by a series of discussions carried out within the consortium and the research teams¹, exchanges with our Ethics and Advisory Board, and with the Ethics boards of the CNRS and the EU whose recommendations we follow. It completes our Data Management Plan (D7.2) which focuses exclusively on our data management methods, and which is constantly updated throughout the project.

I. General Statement

Ethical considerations are integrated into the project from the outset, so they are part of every relevant interaction and will be addressed during all phases of the project: from implementation of action research to collaborative research processes, data processing, as well as the analysis, co-evaluation and dissemination phases (this last phase will continue beyond 2026, the project's official closing year). In a project such as Fairville, the ethical dimension of research is not only a formal requirement, but also, in several respects, part of the research questions we explore within the framework of the project. Indeed, the modalities of collaborative research and knowledge sharing between a diversity of actors such as researchers, inhabitants, activists, social workers, civil society organizations, requires ethical considerations, regarding in particular the concrete impacts of research on the actors and communities involved, and the reciprocal effects between scientific research and socio-spatial inequalities. In the first part of this document, we present the Fairville project ethics framework for the management of research and data. We will then share some reflexive considerations on the importance of these themes within the research developed by Fairville.

¹ By Fairville research teams: we understand here all the teams organized within the nine Fairville labs, but also the teams organized within the different Fairville WP's, including not only academic researchers but all the members of the consortium and active stakeholders in the labs.

II. Fairville Ethics frameworks and arbitration bodies

The Fairville project has an ***Ethics and Advisory Board*** composed of external experts, including researchers and members of civil society organisations from different countries, with relevant experience in research ethics and/or collaborative research in the area of our research. The composition of this board is detailed in the page dedicated to our team, in the project website (<https://www.fairville-eu.org/team>). It is composed by : Eva Alvarez de Andrés (professor, architect, Universidad Politécnica de Madrid); Catherine Baron (professor, development and environmental studies, Sciences Po Toulouse) ; Mona Fawaz (professor of town planning, American University of Beirut); Fatima Idrissi (local councillor, Droit au Logement, Plaisir, Yvelines); Jakub Galuszka (planner and sociologist, HCU Hamburg); Julien Talpin (political scientist, research director CNRS, co-director of the GIS Démocratie et Participation).

Fairville gives them meaningful opportunities to interact in the project by providing sufficient resources (including budget and meeting time). The Ethics and Advisory Board is kept aware of our work and our schedule and they are fully integrated into Fairville, so we can include their reports and advice in our periodic reports. We regularly ask them for a review and approval of our Ethical charter and Data management plan. They can be solicited at any time to provide external and informed arbitration in the event of ethical issues within the project.

Beyond the functions of our Ethics and Advisory Board, the Ethics and data management board of the French CNRS (Centre National de la Recherche Scientifique), institution responsible for hosting the coordination of the project and our main research lab (LAVUE - UMR 7218 - CNRS), constitutes our main institutional supervisor on the theme of ethics and management of sensitive data.

Therefore, our legal framework for data management and protection is the french GDPR (General Data Protection Regulation), edited by the French National Commission on data

processing and civil liberties (CNIL) (see: <https://www.cnil.fr/en/gdpr-toolkit>), aligned with European GDPR rules (see: <https://gdpr-info.eu/>).

The CNRS Ethics and data management board works with the CNRS Ethics committee on all general ethical issues raised by the practice of research, collection of personal and sensitive data and related to the social and moral consequences of scientific research, the principles that should drive individual behaviour, and the making of science. This board was lastly consulted by the coordination team of Fairville, in May 2024 in order to solicit suggestions and approval on the updated Ethical chart and Data Management plan. (a new meeting has been requested in May 2025 in order to discuss the updated version of this charter).

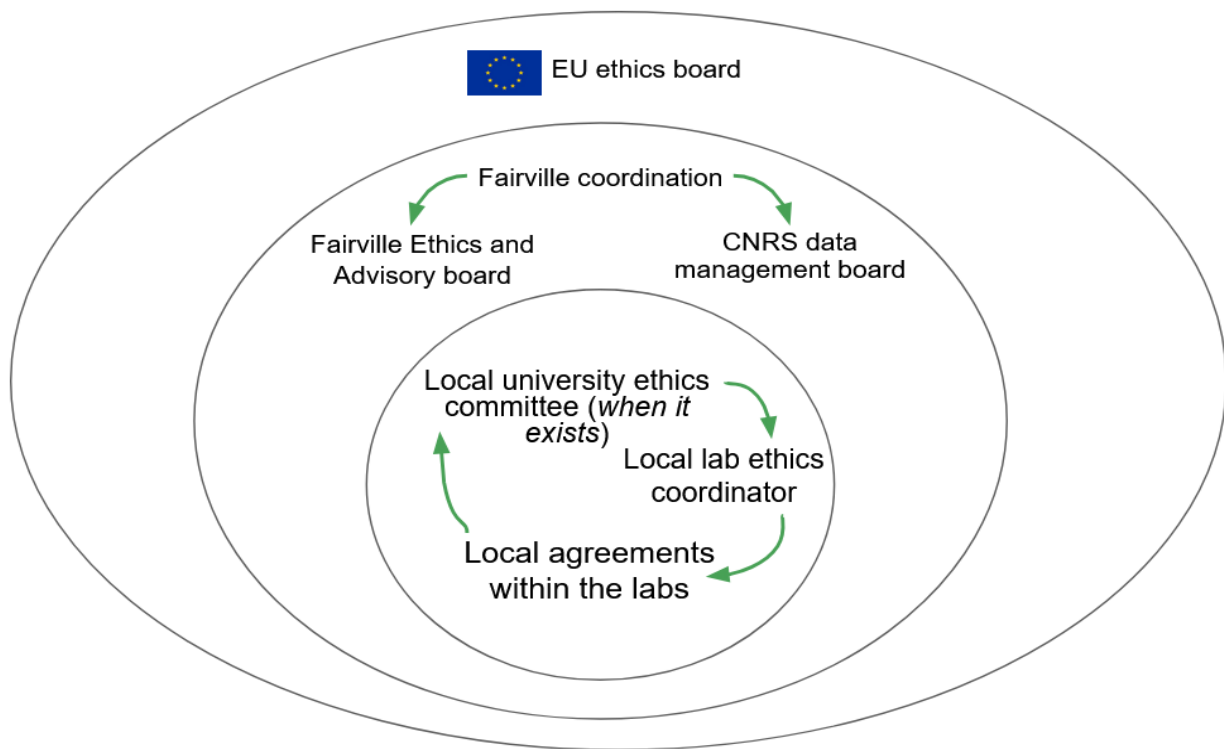
Finally, our entire framework and considerations regarding the ethics of research are based on the recommendations and requests from Europe on this matter. Our Ethical chart and Data management plan has recently been consolidated based on requests from the **Ethical board of the European Union for Horizon Europe projects**, through our Project Officer.

Beyond these EU and France-based framework, following the EU demands, we asked to each local research team linked to the Fairville project (the Fairville labs) to also submit the Fairville research protocol (including this updated Ethical chart and Data management plan) to local ethical committees, based in their country, in order to receive, if needed, additional approval or recommendations aligned with their local framework for ethical research.

Here are the different local committees contacted by our respective local teams and partners:

- University College London Research Ethics Committee (London Fairville lab)
- Ethical committee, University of Regensburg (Berlin Fairville lab)
- Comité d'éthique de la Faculté de Philosophie et Sciences sociales, Université Libre de Bruxelles (Brussels Fairville lab)
- Comité d'éthique de la recherche de l'Université Cheikh Anta Diop (Dakar) (Dakar Fairville lab)
- Agenzia Per la Promozione della Ricerca Europea - APRE (K&I team - WP1 leaders - Italy)

The different frameworks and “circles” of ethical monitoring within Fairville



The Fairville labs based in France (Marseille - 3rd district and Marseille 4-5 districts) directly report to the CNRS framework and ethics committee. Other teams located outside France do not have direct contact in their city or country with a university or an available ethics committee (Frontal, Romania; NSCE, Egypt and Common Space, Greece). It was agreed that their reference ethical arbitration framework would be that of the project coordinating laboratory, namely the CNRS.

Beyond the different frameworks and levels of reference, it was agreed between The Fairville project members the necessity to follow this Ethical charter as an integral part of their work, according to the guidelines of the EU and the CNRS.

Non-discrimination statements

Rights to equality of treatment and non-discrimination are carefully advocated and monitored inside the project by each leading institution in accordance with European and national law and beyond them. These principles are as well valid when involving associated partners and the civil society actors during the course of the participatory research action. The WP7 coordinators are very attentive to discuss on a regular basis on equality statements with the WP coordinators: the team needs to address equally to all human beings, whatever their social, racial and gender condition and sexual orientation. The teams and labs coordinators should be very attentive to the respect of these non-discrimination rules within the participants themselves: equal numbers or share when possible; equal representation and equal voice should be a driving path for Fairville research. Within the Fairville project, and the work developed in each lab, project members will ensure that they never engage, convey or normalize any racist, sexist, LGBTphobic, xenophobic or ableist behavior. This attention will be facilitated by the implementation of several tools (sharing and alternating the coordination of meetings and the mediation of speaking time, sharing and alternating the work related to practical or thankless tasks, such as note-taking; attention to the distribution of speaking time in the mediation of discussions). At the lab level, the co-assessment tasks (WP4) are already enabling a gradual and regular assessment of power and knowledge sharing within the teams (see references in D7.2).