List of KPIs for responsible innovation

	Process	Product
Diversity & Inclusion		
Gender equality		
	• Within the project we have equal participation of women and men in both research and project management • We have organisational arrangements to progressively eliminate barriers impeding women's advancement to top positions and factors inducing women to drop out of science	• The integration of gender dimensions is actively integrated in research and innovation outcomes
Engagement		
	• Within our project we use tools and mechanisms for organising **dialogue** with stakeholder on appraisal / ethical acceptability • Within this project we used a systematic approach (specified how, when and why) from the beginning to include various **stakeholder** viewpoints on a wide set of values (technical, social, ethical, legal, etc.) • Within this project we include input of end users / customers in the design and development process • Within this project we include input of possible non-users / indirect stakeholders in the design and development process • Within this project we include input of suppliers (materials and/or knowledge) in the design and development process • Within this project we include input of funders / investors in the design and development process • Within this project we include input of civil society groups / NGOs in the design and development process • Within this project we include input of policy makers in the design and development process	• The outcome of this project is assessed actively using user experience tools • We organise science communication / education activities aimed at educating citizens and generating awareness of aspects / issues of the innovations we are working on

Anticipation and reflection

Legislative landscape

- Current regulation and the legislative landscape for this type of project provides no problems to our project
- We have an official code of conduct / ethical review board that safeguards that this project can be carried out without issues
- For the outcome of this project becoming widely adopted, this project requires lobbying activities in the domain of decision making and policy development

Assessment

- We use on-going, continuous monitoring of ethical aspects in this project
- We continuously consult other researchers and research projects to signal new and future technological trends
- Within our project team we regularly organise group deliberation (employee engagement, trainings, discussions, etc.) on societal / social / public / policy aspects
- We have done analysis on (or have monitored) the impact of the products/services of this project
- Societal acceptance is no major risk for this project
- The outcomes of this project can have large macro-economic effects

Public and ethical issues

- We document best practices about ethical acceptability for this type of project during its development
- There has, historically, been little public resistance against the use of the outcome of this project

Responsiveness and adaptive change

- Within this project we actively and continuously include values and normative principles (health, safety, security, privacy, accountability, etc.) in research, and technological design.
- Within this project we apply risk identification and risk management strategies to adjust the course of our project.
- Within this project we adopt a learning approach to adapt the research programme according to the viewpoints and ideas of other stakeholders.

Openness and transparency

Intellectual property and confidentiality

- Within this project, IP in the form of patent applications (from our side) or acquiring licenses (from others) do not play a large role [we will discuss about this in week 11]
- Confidentiality of methods and results is not an issue within this research and development project
- Personal data and privacy issues do not play a major role in this project, once its outcomes are used.

Open access

- Our project makes use of virtual platforms for data exchange for use inside the company (e.g. laboratory notebooks, meeting minutes, etc.)
- Our project makes use of virtual platforms for data exchange (sharing) with clients
- Research results are actively communicated within the stakeholders network during the project
- This project uses institutional mechanisms for promoting the results of our activities publicly after these activities are finished
- This project uses institutional mechanisms for promoting the results of our activities to involved stakeholder groups after these activities are finished

Environmental Sustainability

- **Environmental values** are actively included in the innovation process
- This project provides substantial environmental benefits to society, compared to available alternatives
- This project leads to improved resource use efficiency (water, materials, energy, pollution, waste).
- This project does not influence the ecosystem or environment in a harmful way

Social Sustainability

- **Societal values** (privacy, safety, health, security, data ownership, etc.) are actively included in the design process of this project.

- This project provides substantial societal benefits, compared to available alternatives (health, safety, solidarity, equity).
- The implementation of the outcomes of this project in society are not hampered by issues of trust
- The implementation of the outcomes of this project in society is not dependent on societal support