De-identification Protocol

This document preventively outlines the data anonymisation protocol; employed to safeguard the privacy and confidentiality of participant data collected as part of this research study, on **Ethical 'Collections as Data' Stewardship in the Age of AI.** The definitions are based on the General Data Protection Regulation (GDPR)[2] and the resources provided by the Irish Data Protection Commission.[3]

Definitions

Personal data includes any information about an identified or identifiable individual or someone who can be directly or indirectly identified by elements like name, ID number, location, online identifiers, or specific physical, physiological, genetic, mental, economic, cultural, or social attributes.

Pseudonymisation is the process of altering personal data in such a way that it cannot be linked back to a specific individual without the use of additional information. To ensure that the data remains anonymous, the additional information is kept separate and protected by security measures, although there might be online resources allowing for re-identification of the individual.

Anonymisation is an irreversible process that entails making it impossible to identify the individual to whom data is related. This term is not explicitly featured in the GDPR but it has become a prominent field of study.

De-identification procedures

A unique participant identification number (PI0xx) will replace participants' names and any individuals they mention. This number is assigned sequentially based on the order of interviews. The key pairs (ID - interviewee first/last names) required to reverse the pseudonymisation will be securely stored on a password-protected UCD Google Drive and will not be shared under any circumstances. The key pairs document will be permanently deleted within 30 days after the study concludes.

Names of institutions, courses, projects, grants, towns, and cities mentioned by participants will be altered in the interview transcripts and the answers collected through the interview recruitment form. Additional measures might be taken for highly sensitive information to ensure further protection.

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[2] http://data.europa.eu/eli/reg/2016/679/oj/eng
[3] https://www.dataprotection.ie/

Participants will be granted to review the anonymised transcript to ensure their privacy is maintained. They will have two weeks to review the transcript and request any changes for additional anonymisation.

Examples[4]

1 / Reference to a participant in a research paper

Original: Diane Spear from the Museum of Medieval Textiles in Leeds, United Kingdom discussed the preservation challenges faced during the curation of the Dillon Collection, comprising artefacts from the late 11th century.

De-identified version: PI004 from a MUSEUM in (…), United Kingdom discussed the preservation challenges faced during the curation of a COLLECTION comprising artefacts from the late 11th century.

2 / De-identified interview transcript

Original: **Sarah Brown**: "At the Children's Library in Maplewood, I feel quite optimistic about using Artificial Intelligence systems in our workplace. AI has the potential to revolutionize the way we manage and access our collections; this topic does come up in discussions frequently with Josh, our software engineer, especially since we started a pilot project with the Maplewood Historical Society, thanks to a collaboration between the University of Toronto and TechInnovate Solutions."

De-identified version: **PI012**: "At the children's library (…) I feel quite optimistic about using Artificial Intelligence systems in our workplace. AI has the potential to revolutionize the way we manage and access our collections; this topic does come up in discussions frequently with (…) our software engineer, especially since we started a pilot project with the LOCAL HISTORICAL SOCIETY, thanks to a collaboration between the UNIVERSITY and an INDUSTRIAL PARTNER."

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[4] The examples here presented are purely fictional, generated through few-shots prompting on OpenAI's ChatGPT 4.0.

HOST INSTITUTION

University College Dublin
An Coláiste Ollscoile, Baile Átha Cliath
Ireland's Global University

PARTNER INSTITUTIONS

DCU Ollscoil Chathair Bhaile Átha Cliath Dublin City University

DUBLIN TECHNOLOGICAL UNIVERSITY DUBLIN

Trinity College Dublin Coláiste na Tríonóide, Baile Átha Cliath The University of Dublin

OLLSCOIL NA GAILLIMHE UNIVERSITY OF GALWAY