Lloyds Banking Group

Data Analyst Incubation

Generative AI Policy

Introduction

Brief

There is no strict policy against the use of Generative AI (Gen AI); it's a technology that is seeing widespread use and adoption. Use of Generative AI such as ChatGPT and Copilot must be carefully considered to protect the accuracy and authenticity of your work. These tools present challenges to intellectual property, data protection and accuracy of information.

With all this in mind, Gen AI does have a place in your development cycles, provided you are not compromising on developing your:

- Critical Thinking
- Creative Problem Solving
- Technical expertise

Authenticity of your Portfolio

The key is to balance the advantages of AI assistance with the need for individual learning and demonstration of competency. We advise that you adopt a growth mindset and treat mistakes as opportunities to learn better practices.

Transparency:

Whenever you use Gen AI, you must state so clearly in your work and reflect this in your portfolio. This will not detract from your project and may in fact demonstrate an ability to use such tools. However, we strongly recommend refraining from using AI to write large blocks of code (see guidance below).

Academic Integrity:

There is a difference between enlisting the help of another and submitting the work of another. Attempting to demonstrate a level of expertise that you do not currently possess will increase the likelihood of you being in positions for which you are not suitable. The hiring manager will be unable to accurately see what kind of support structure you would thrive in if you are not honest about where the work comes from.

Self-Development :

The purpose of this Incubation programme is to develop your own skills in a data driven work environment. It takes experience, expertise and business knowledge to use Gen AI effectively in a work environment so the priority for now should be

on your own development. **You must be able to demonstrate your understanding and skills to your hiring manager,** both in the portfolio and in your interviews.

Guide to using Gen AI during Incubation:

AI use that Detracts from skill development	Growth-mindset methods to drive skill development
Writing your Python/SQL code for you: • Likely run into integration issues • Utilises unfamiliar packages and functions, instead of practicing what you have already learnt to use. • Erodes opportunities to develop your own process and good practice	Consult the package documentation, the resources provided and your own Jupyter notebooks; the solutions are in there. The purpose of the incubation programme is to help you embed what you have already learnt. **Gen AI support**: Use for single functions or a specific data transformation step that has stumped you. Make sure you understand what you included and make a note of where and why you sought support.
Error handling and resolving bugs: • Prevent you identifying and understanding errors as they arise • Undermines your creative problem solving • Code may offer workarounds without explanation or justification	Anticipate that your code will likely throw up errors, develop your creative problem-solving skills by trying to understand and resolving the issue yourself. Confer with others and identify the issue as best you can. **Gen AI support**: help in making sense of errors. Suggested resolutions must be understood and applied cautiously. Some resolutions may only appear to work at first, containing additional complexity that leads to problems down the line.
Analysing the data: • Gen AI will apply transformations that are unnecessary such as standardising features with binary values. • It will ignore outliers or act too aggressively to remove values that ought to be kept in an uneven distribution, or are relevant to the source • Potentially creates a data protection issue	Our brains are highly developed pattern recognition machines. We notice areas of low data quality, outliers removed from trends, clusters shaped in non-circular groups. This is the expertise we ought to practice because it informs our decision making for how we hypothesis and model the data. **Gen AI support:** Strongly advise against asking it to analyse data, its mistake prone in this regard. You can query it regarding approaches to analysis given your type of data. An acceptable rule of thumb would be asking it a question you intended to google.