

# YOUR DIGITAL DATA SAFETY CHECKLIST

As the digital market and techno-solutionism booms, we have to carefully consider what, where and how our data is being used. Complete this ethical data management checklist to see if your data is working for you!

## TEMPORARY

- Data use is clearly defined with a limited duration of storage
- Data collection is limited to the purpose of the application
- There is an option to completely delete all personal information that has been collected

## CONSENSUAL

- Use of the app is entirely voluntary, and non-use does not result in any negative consequences to you or others
- Informed consent for data management and sharing is given before the start of use

## MINIMIZATION

- The purpose of data collection is clearly defined and limited to the minimum necessary data needed for the app to perform its function
- App updates are explicitly stated in plain language explaining changes in app functionality and data management settings

## TRANSPARENCY

- Data collection, storage and use clearly explained in plain language
- Terms and conditions are clear and understandable for all users
- Terms and conditions are easily accessible for all users

## DATA ACCESS

- Third parties are unable to access your data without your knowledge and/or consent
- You can request information about your personal data being collected, including information on who has access to your data, why, and for how long

## OWNERSHIP

- You can limit the collection and sharing of health data
- You can modify or cease the amount of data being collected
- You are able to correct any inaccurate data collected about you

## PRIVACY & SECURITY

- Data storage is decentralized, anonymized and secured to prevent re-identification in data breaches
- Data is stored on a trusted storage server
- Security measures (e.g., encryption) are in place to protect health data

1. Morley J, Cows J, Taddeo M, Floridi L. Ethical guidelines for COVID-19 tracing apps. 2020.  
2. WHO. Ethical considerations to guide the use of digital proximity tracking technologies for COVID-19 contact tracing. 2020.  
3. Levy B, Stewart M. A systematic review of the ethics and efficacy of digital contact tracing applications. *Harvard Data Science Review*, 1. 2020;18.  
4. Lucivero F, Hollowell N, Johnson S, Prainsack B, Samuel G, Sharon T. COVID-19 and Contact Tracing Apps: Technological Fix or Social Experiment?. Available at SSRN 3590788. 2020 Apr 10.  
5. Olsen N. The Eight User Rights Under the GDPR [Internet]. Privacy Policies. [cited 2022 May 28]. Available from: <https://www.privacypolicies.com/blog/gdpr-eight-user-rights/>