

INFORMATION SHEET TO INFORMED CONSENT FORM FOR PARTICIPATION IN CYCLOPES ACTIVITIES

Dear participant,

You are invited to participate in a workshop that is part of the Horizon 2020 EU funded project called CYCLOPES, Task 2.2 that prepares Deliverable(s) D2.2 – D2.6: Practitioners current capacities of combating Cybercrime and capability gaps and requirements, and annual confidential reports.

The task Leader is the Home Office, UK and it is described in the project's Description of Action as follow: WP2 - working to identify current capacities of authorities combating cybercrime and the capability gaps and challenges of LEAs from across Europe concerning cyber and digital-related criminality. The information from frontline practitioners is systematically gathered through interactive thematic workshops dedicated to various forms of cybercrime. The methodology and workshop implementation follow the tried-and-tested approach created in the i-LEAD project, delivered and coordinated by the corresponding partners with established trust and credibility with many LEAs across Europe.

Each year, three separate thematic workshops are organised - each session is dedicated to a specific topic related to fighting cybercrime. These three thematic workshops cover cybercrime challenges related to both people and systems. Another is devoted to digital forensics - a horizontal case that is crucial to collecting and securing digital evidence and paramount to criminal investigations. The outcomes of WP2 will fuel other work packages, enabling CYCLOPES to conduct dedicated research and analyses in the areas critical to law enforcement.

Before you decide to participate in the workshop, please carefully read the following details and, if you wish, consent to your participation by filling in and signing the attached Consent Form.

What is the CYCLOPES project about?

A project to build and maintain an innovation-driven network of Law Enforcement Agencies combating cybercrime – accelerating the EU's ability to counteract growing pressures of cyber threats. CYCLOPES creates synergies between LEAs and connect industry and academia by stimulating and sustaining dialogue on pressing security matters threatening the stability of Europe and Citizen safety.

The website of the project is <https://cyclopes-project.eu>

Why have you been asked to take part?

You were asked to take part in this research activity due to your expertise and knowledge on the respective matters.

You must be over 18 years old and not be in a situation of any vulnerability due to physical/mental conditions and/or have any perceived obligation to agree. If you are under 18 and/or perceive any pressure whatsoever to take part in this study, please do not proceed further as we are not permitted to invite you to participate in this and agree to anything under such circumstances.



This project has received funding from the European Union's Horizon 2020 - the Framework Programme for Coordination and Support Action (2014-2020) under grant agreement No. 101021669

What will you need to do?

For the purposes of the research activity, you will take part in the workshop as part of Task 2.2 of the H2020 CYCLOPES project. Your contribution will be documented on paper and electronically.

Any participant's personal data will be anonymised, rendered de-identified or pseudonymised securely. Only the minimum personal data justified as essential for the activity will be asked for, and its use will be strictly limited for the purposes related to the CYCLOPES project. All data shall be subject to strict Data Protection as planned for and monitored by the Data Controller, Marcin Golizda from Polish Platform for Homeland Security.

Where will this take place?

This research activity will take place at the Bulgarian Ministry of Interior at their GDCOC premises in Sofia, on 27th – 28th September 2023.

How often will you have to take part, and for how long?

You will take part in one, approximately 1.5 days' workshop.

Who will be responsible for all the information when the activity is over?

The responsibility of all information, including the Consent Form, is the organiser and/or the researcher responsible of the workshop (see contact details below).

What will happen to the information when the activity is over?

The information on the hereby attached Consent Form will be kept securely by the researcher/Data Controller during the lifecycle of the CYCLOPES project and for a 4-year period after its completion (until: 30/04/2026) according to Article 36.1 of the CYCLOPES Grant Agreement.

How will the CYCLOPES use my contribution?

As it stated above, the Task Leader will prepare a specific report and will use participants contributions from the workshop – Practitioners' Workshop Report.

How will the CYCLOPES Consortium deal with incidental findings?

In case of any incidental findings, CYCLOPES will follow a specific policy that is described in the project's ethics deliverables.

No incidental findings are anticipated during the workshop.

How long is the whole CYCLOPES research likely to last?

The duration of the project is 60 months as of May 1, 2021.



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How can you find out about the results of the study?

The results of the workshop will be reported by the Task leader (Home Office) in the context of Work Package 2 of the CYCLOPES Grant Agreement. According to the CYCLOPES Grant Agreement, this report is confidential, and the results are available only amongst the CYCLOPES Consortium / RESTREINT UE/EU RESTRICTED, thus available only those who have statutory authority.

Are there any foreseeable risks, discomfort or disadvantages that might arise?

There are no foreseeable risks, discomfort, or disadvantages.

Are there any benefits?

The CYCLOPES Project and network - in addition to identifying capability gaps and requirements and sharing best practices, will focus on the ongoing dialogue with industry and academia who are delivering products and conducting research on solutions that help fight cybercrime

When will you have the opportunity to discuss your participation?

This Information Sheet and the attached Consent Form for participation in research will be provided to you before the workshop takes place and you will have time to carefully read them before deciding.

You should take sufficient time to consider the invitation and make your decision when you are satisfied that you have fully understood the nature of the research and data processing.

The project website [CYLOPES Project \(cyclopes-project.eu\)](http://cyclopes-project.eu) provides more information. However, should you require further clarification please contact the responsible organiser of this workshop claudia.telfer@homeoffice.gov.uk and meera.barnett@homeoffice.gov.uk, or the Project Data Controller marcin.golizda@ppbw.pl

What if you do not wish to take part?

Your participation is totally voluntary. You have the right to entirely or partially refuse to participate and your refusal will not disadvantage you in any way.

What if you change your mind during the study?

In that case, you are free to withdraw your consent to your participation from any part of the present activity at any time, without consequences. Participant's data can be deleted, subject to the provisions of Art. 17 GDPR, at any time upon request. However, whilst of course we would endeavour to uphold your rights, we may face some restrictions that would apply to the above rights where data is already collected and used for research purposes.



Who is the contact person?

In case you have any questions and concerns or if adverse effects occur after this research activity you can contact: Claudia Telfer and Meera Barnett from Home Office claudia.telfer@homeoffice.gov.uk and meera.barnett@homeoffice.gov.uk or Rashel Talukder from Polish Platform for Homeland Security rashel.talukder@ppbw.pl.

For the exercise of your rights related to data protection you may contact Marcin Golizda.

Your rights in short:

You have the right to complain through your national Data Protection Authority (or by contacting the Data Controller responsible at the address provided above) about any aspect of the conduct of this consent seeking process and of course the right to accept or reject our invitation without any explanation whatsoever. However, if you decide to participate you would continue to have certain rights under the data protection law.

Your rights are:

- Withdraw your consent, for example if you opted in to be added to a participant register
- Access your personal data or ask for a copy
- Rectify inaccuracies in personal data that we hold about you
- Be forgotten, that is your details to be removed from systems that we use to process your personal data
- Restrict uses of your data
- Object to uses of your data, for example retention after you have withdrawn from a study

Please note:

Despite our collective commitment to full compliance assurance with GDPR and local data protection regulations, in the case of any unexpected data breach, were this in anyway to have exposed your data to any privacy protection risks, the respective Data Protection Officer and the Project Data Controller shall be notified in accordance with Articles 33-34-GDPR and you will be formally advised of the data affected and the preventative action taken to ensure that any breaches will be fully investigated to establish cause and prevent recurrences consistent with Art 19, 35, 17.



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