

# Ethics requirements for: a) humans and b) personal data protection

Deliverable 6.4

# GREENMEUP↑



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## Document control sheet

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<b>Author</b>	Myrsini Christou / CRES
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## Summary of the GreenMeUp project

GreenMeUp – Green Biomethane Market Uptake is a Horizon Europe project that aims at providing a basis for policy-makers and stakeholders to develop more informed renewable energy policies and country-tailored market uptake measures, in order to improve and complement existing biomethane policy in Europe.

The core activity of GreenMeUp is to reduce the gap between countries with higher rates of biomethane production and countries with lower development rates, by analyzing and comparing their framework conditions and market dynamics and promote enabling policies and measures at country level. The project aims at providing societal acceptance of the biomethane value chain through science-based evidence and tools.



## Introduction

This work aims to ensure that the project activities are in full accordance with the ethics principles and relevant national, EU and international legislation.

Although GreenMeUp does not involve any critical ethical issues, several considerations shall be taken into account for ethics arising on personal data and on humans since the project involves a high number of events with people that are not belonging in the project consortium.

Therefore, two dedicated chapters in this deliverable, the first on human requirements and the second on data protection requirements will be developed to address these issues.

Consequently, D6.4 is articulated in two parts and the following Chapters:

Part A: Ethics requirements for humans

Chapter 1 provides detailed information on the project activities that include involvement of participants not belonging to the project consortium

Chapter 2 describes the ethics requirements of the human participants

Part B: Ethics requirements for personal data protection

Chapter 3 provides information on the project tasks that include personal data that need protection

Chapter 4 describes the ethics requirements for personal data protection



## Part A: Ethics requirements for humans

### 1 Project activities that include involvement of participants not belonging to the project consortium

In GreenMeUp there are four work packages in which interaction with participants is necessary:

- **WP2: Set-up teams in each target country** (M1-M6) Task leader: CRES; Partners: PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA
- **WP3 Stakeholders' engagement** and especially
  - Task 3.1 Mapping of stakeholders and establishment of stakeholder hubs (M1-M36) Task leader: DBFZ; Partners: CRES, EBA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST, EBA
  - Task 3.2. Co-creation actions with engaged stakeholders in each Target-Country (M1-M36) Task leader: DBFZ; Partners: CRES, EBA, ETA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST
  - Task 3.3 Study of societal perspectives related to biomethane (M1-M36) Task leader: CRES Partners: CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG
- **WP4 : Market Uptake Measures** and especially :
  - Task 4.1 Policy aim and justification (M1-12) Task leader: CRES; Partners: DBFZ, RE-CORD, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA
  - Task 4.2 Analysis and direction (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, KM-IIC
  - Task 4.3 Design policy relevant market uptake measures (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST
- **WP5 : Outreach**

The involvement of humans will refer to their participation in Hubs, Hub meetings and workshops, and in surveys/questionnaires/ interviews, as it is detailed below.

More specifically:



## WP2 Market dynamics and framework conditions in target countries

### Tasks

#### **Task 2.1 Set-up teams in each target country (M1-M6) Task leader: CRES; Partners: PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA**

In synergy with WP3, partners from each target country will enlist local/regional/national stakeholders from their members, networks and contacts. Stakeholders will be engaged during the project to assist in the information collection on one hand and in the elaboration of discussions, analyses and results. Stakeholders will cover the whole value chain for the production of biomethane, that is biomass providers (farmers, agricultural unions, waste treatment plants, etc.), biogas and biomethane producers, gas distributors, industrial and other users, local authorities and policy makers. The teams will be set during the first semester in each country. Stakeholders from each target country will have a kick-off meeting physically (if possible) until M6 to discuss on the scope of this project and their work. Thereafter frequent meetings will be organised, either physically or virtually.

## WP3 Stakeholders' engagement

### Tasks

#### **Task 3.1 Mapping of stakeholders and establishment of stakeholder hubs (M1-M36) Task leader: DBFZ; Partners: CRES, EBA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST, EBA**

First, a stakeholder mapping will be carried out, in synergy with WP1 and WP2 analysis, in both advanced and target countries with the key stakeholders involved in market uptake, feedstock use, technological developments of biomethane production (conversion, upgrading and injection) as well as the distribution networks. Also, stakeholders outside of the value chains structures, which act as enablers of the market uptake will be identified. As next, three distinguished stakeholder platforms following a multi-actor approach (quadruple helix) will be built at national and/or regional level in each Target Country: a) **the Policy Hub**, gathering stakeholders actively involved or serving as consultants in policy making, b) **the Market Hub**, gathering stakeholders from the value chain, and c) **the Society Hub** that will gather representatives of the general public. In the latter one, stakeholders from the previous two platforms may also participate.

A step-by-step guideline developed by DBFZ for the establishment of regional stakeholder platforms, already applied in five EU countries in previous projects will be adapted and provided to country teams (see Task 2.1) for them to establish the national stakeholder hubs (1. stakeholder mapping, 2. establishment of stakeholder platforms, 3. organisational structure and communication procedures). **A first Hub Meeting** will take place until M6 as kick-off meeting for each one of the platforms, to introduce **GreenMeUp project**, as well as to collect stakeholders interests and needs. Thereafter, each Hub will convene at M9, and at regular times

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during the project in order to keep a close contact with the stakeholders and keep track on the findings and cross fertilization of results.

**Task 3.2. Co-creation actions with engaged stakeholders in each Target-Country (M1-M36)**

**Task leader: DBFZ; Partners: CRES, EBA, ETA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST**

For the support of analysis in WP2 and WP4, the stakeholder hubs will be maintained during the whole project duration and for all project activities. Thus, the following actions will be guided by the WP3 leader.

- A workshop with the stakeholder hubs will take place for the analysis of country socio-economic, spatial and environmental aspects in the deployment of biomethane and successful market uptake. The structure of the workshops will follow the PESTEL approach, in which all stakeholders will have the opportunity to support the identification of challenges to biomethane value chains and decisive factors to enable further implementation in their cases (World-café workshop). Each target country will organise such a workshop at M14-M15. A final workshop will take place at M33-M34 to communicate and disseminate the final results of the project.
- Guidance for interviews with experts in each country to assess the replication potential based on the specific country/region conditions, factors identified in the PESTEL analysis and results of SWOT analysis. This will contribute to WP4
- Guidance for preparation and development of policy dialogues, in line with policy analysis carried in WP1 and WP2 and activities planned in WP4.

The provided information from DBFZ will be applied via the country leaders, who will carry out all steps, including the Workshops, the SWOT analysis, and interviews with experts.

**Task 3.3 Study of societal perspectives related to biomethane (M1-M36) Task leader: CRES Partners: CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG**

This task will explore social perspectives on different dimensions, namely the socio-political, the community, and the market<sup>1</sup> in all target countries. The task will start with a literature analysis on existing research, to identify research gaps and potentials in each of the three dimensions. Following, a conceptual model will be elaborated, presenting all the identified determinants and their interconnections.

On the socio-political and market level, a qualitative study (through interviews/focus groups) will be performed focusing on targeted policy (e.g. government representatives, policy & decision-makers) and market (e.g. project developers, distributors) stakeholders that will be identified, respectively, through the Policy and the Market Hubs. The study's scope will be to discover their different interpretations and perspectives on biomethane for energy and transportation purposes. The interviews will be conducted by the national partners in each case, while the results will be analyzed through the use of qualitative analysis tools. In parallel, these levels of societal perspectives will be explored in all participating countries through a quantitative survey using informed questionnaires, involving at least 200 participants per country. The questionnaire will address issues affecting socio-political (i.e., general acceptance) and market perspectives (willingness to use, willingness to pay), including awareness, perceived benefits & risks, biofuel types, feedstock types, biofuel prices, environmental and energy safety

<sup>1</sup> Wüstenhagen, R., Wolsink, M., & Bürer, M. J. (2007). Social acceptance of renewable energy innovation: An introduction to the concept. *Energy Policy*, 35(5), 2683-2691.





concerns, sustainability certification and biofuel availability. The results will be analyzed through the use of quantitative analysis tools (e.g. SPSS, Stata).

On the community level, semi-structured interviews/ informed questionnaires will be applied to explore social perspectives and their determinants, including a) knowledge, b) risks and benefit perceptions, c) trust in institutions, d) procedural & distributional justice, proximity to inhabited areas and f) personal beliefs concerning biomethane and relevant value chains aspects (feedstock, technologies, market) that affect the local society. The surveying methods will be applied by the national partners in each case; the survey participants will be identified through the Society and Market Hubs established in T3.1, including authorities, industries, citizen & environmental organizations. The results will be analyzed through the use of qualitative analysis tools (e.g. NVivo).

## Deliverables

### **D3.1 Report on established policy, market and society stakeholder hubs in the 7 target countries.** DBFZ, M12

It will provide a comprehensive report on the established policy, market and society stakeholder hubs in the 7 target countries

### **D3.2 Report on co-creation actions in the 7 target countries.** DBFZ, M16

It will provide a comprehensive on the co-creation actions in the 7 target countries

### **D3.3 Recommendations for improving societal perception of biomethane in 7 target countries.** CRES, M36

It will provide a comprehensive list of recommendations for improving societal perception of bioCH<sub>4</sub> in 7 target countries

### **D3.4 Final report on co-creation actions in the 7 target countries.** DBFZ, M36

It will provide a final report on the co-creation actions in the 7 target countries

*Table 1. Target values for human participation in WP3*

The specific objective of WP3 is to assure active engagement of stakeholders and societal acceptance with the involvement of actors representing all stages of the biomethane value chains through science-based evidence and tools.		
Results	Indicators of achievement	Target value / Time to reach
Establishment of a Policy, a Market and a Society Hub in each country, with regular meetings	Number of Hubs Number of meetings Min number of stakeholders	➤ 21 (3 per country) / M9 ➤ 5 / M9, 16, 22, 28, 34 ➤ 140 (20 per country)
➤ 'World Café' PESTEL Workshops ➤ Final workshop (M34) ➤ Expert interviews for replication potential	Number of workshops ..//.. Min number of interviews	➤ 7 (1 per country) / M18 ➤ 1 / M36 ➤ 70 (10 per country) / M18
➤ Perspectives of socio-political & market actors ➤ Perspectives of the general public ➤ Perspectives of actors on a community level	Min number of interviews	➤ 70 (10 per country) / M30 ➤ 1400 (200 / country) / M30 ➤ 70 (10 per country) / M30

## WP4 Market Uptake Measures

### Tasks

#### **Task 4.1 Policy aim and justification (M1-12) Task leader: CRES; Partners: DBFZ, RE-CORD, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA**

The work in this task will identify jointly with stakeholders (link to WP3, Task 3.1) the need and rationale of future policy interventions. The following questions will guide the analysis: i) Which are the key issues under consideration for bioCH<sub>4</sub> to contribute to EU/ national renewable targets for 2030 and the Fitfor55? ii) Why is the government intervention necessary? iii) What are the policy objectives and envisioned results?

#### **Task 4.2 Analysis and direction (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, KM-IIC**

The work in this task will set the context for embedding the suggested policy objectives. It will capitalise on the overview of current policy from WP1 (including regulatory frameworks, financial schemes, strategies, etc.) to understand the EU, national, sectoral and local policy making processes; and further: i) identify the relationship and potential synergies and integration between key policy domains (environment, economy, industry, etc.) and existing funds (including Cohesion Policy funds, the Just Transition Fund and InvestEU) including cost benefit analysis of new innovative technological developments for biomethane and biohydrogen; ii) analyse regulatory and financing obstacles and drivers, and iii) assess options for cross-sectoral policy integration (the potential for integrating circular, biomethane -related issues into policy agendas at different governance levels; ways to improve existing linkages for policy coherence and to strengthen the Fitfor55 and European Green Deal decarbonisation commitments by 2030).

#### **Task 4.3 Design policy relevant market uptake measures (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST**

The work in this task will define, together with stakeholders (link to WP3, Task 3.1) the focus and typology<sup>2</sup> of future policy interventions which can be developed and implemented to improve the market uptake and cross border trade of bioCH<sub>4</sub> value chains in EU and the target countries. Fuzzy cognitive mapping techniques will be investigated and combined with competitive priorities and performance-based indicators (based on WP1, WP2 and agreed with stakeholders in WP3) to interpret policy relevant attributes that are important but challenging for both the establishment and operation of bioCH<sub>4</sub> value chains.

Recommended combination of policy measures will be targeted towards a level playing field between different market segments (buildings, industry, power and transport). They will aim to provide regulatory, financial support and awareness solutions towards the following issues: i) How to set up sustainable bioCH<sub>4</sub> value chains with circularity principles? ii) How to fit with various national sustainability rules? iii) How to address different scales of bioCH<sub>4</sub> in policy? iv) How should the future support schemes look like?

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<sup>2</sup> e.g. resource subsidies, support schemes for logistics/ infrastructure of large scale applications, feed-in tariffs, quota obligations, bidding systems, investment subsidies, financial incentives, other support instruments with a support level (%) or €cent/ kwh, etc.



The work will also identify risks & challenges that trigger major uncertainties, rationalise policy needs and ensure that any future policy interventions will be well integrated into national policy planning. The analysis will be performed at EU and national level for the target countries.

**Deliverables**

**D4.1 Policy briefings with key policy requirements for improved market uptake of biomethane (EU and 7 target countries).** CRES, M12

It will provide a comprehensive list of policy briefings with key policy requirements for improved market uptake of biomethane in the 7 target countries and at EU level

**D4.2 Market uptake measures at national level (7 target countries)** which will inform their national energy and climate plans (NECPs) CRES, M24

It will provide a comprehensive list of market uptake measures at national level for the 7 target countries, which will inform their national energy and climate plans (NECPs)

**D4.3 Market uptake measures at EU level.** CRES, M36.

It will provide a comprehensive list of market uptake measures at EU level

**D4.4 Policy relevant market uptake measures for biohydrogen,** KM-IIC, M36

It will provide a comprehensive list of policy relevant market uptake measures for biohydrogen

**D4.5 Final policy briefings with key policy requirements for improved market uptake of biomethane (EU and 7 target countries).** CRES, M32.

It will provide a final list of policy briefings with key policy requirements for improved market uptake of biomethane in the 7 target countries and at EU level

**D4.6 Final market uptake measures at national level (7 target countries),** CRES M34

It will provide a final list of market uptake measures at national level for the 7 target countries, which will inform their national energy and climate plans (NECPs)

*Table 2. Target values for human participation in WP4*

<p><b>The specific objective of WP4</b> is to design a country-tailored set of market uptake policy measures that will refine, focus and complement existing policy (e.g regulations, financial mechanisms and actions related to increased awareness and improved public acceptance).</p>		
Results	Indicators of achievement	Target value/Time to reach
Policy requirements for improved market uptake	No. of policy briefings	7 (1 per country) /M12
Market uptake measures at national level in European target countries and Europe as a whole	Min no. of market uptake measures	20 / M34-M36
Projection of Market uptake measures for biohydrogen in Europe as a whole	Min no. of market uptake measures	10 / M34-M36



## WP5 Outreach

The outreach activities involving humans are described below:

### ➤ Identification of target audience and key messages to convey

**GreenMeUp** will primarily target the three main audience groups that correspond to the main Pillars of the proposal, Market actors, policy actors and the general public as well as academia and networking with other relevant projects (Table 2). European biogas producers are one of the most obvious targets for the D&C activities of **GreenMeUp**, thus ETA will closely cooperate with the biogas associations present in the consortium to ensure the maximum outreach of the project's results among the members of these associations. Given the focus on stakeholder engagement in WP4, ETA will closely cooperate with DBFZ to ensure an effective and cohesive approach, avoiding overlaps and repetitions.

Table 3 Target audience groups and new messages to convey

Target Audience groups	Key messages to convey
<p><b>Market actors</b></p> <p>➤ they will produce/provide means for biomethane</p> <ul style="list-style-type: none"> <li>➤ Farmers, animal breeders and relevant associations</li> <li>➤ Farmers and relevant associations aiming to produce energy crops and increase their sustainability practices</li> <li>➤ Industries producing organic wastes (i.e food industry)</li> <li>➤ Biogas/ biomethane producers and associations</li> <li>➤ Technology developers aiming to sell their technology</li> <li>➤ Industries as end-users utilizing the biomethane in their operation reducing their GHG emissions.</li> <li>➤ The natural gas distribution system operators</li> </ul>	<ul style="list-style-type: none"> <li>➤ New feedstock options, such as sequential cropping systems</li> <li>➤ Opportunities for exploiting local resources, wastes and residues to produce biomethane</li> <li>➤ Biomethane growth prospects and solutions for the future</li> <li>➤ Policy instruments and financing mechanisms to support biomethane deployment</li> <li>➤ Policy instruments for cross border trade</li> </ul>
<p><b>Policy actors and regulatory authorities</b></p> <p>➤ they will draft/adopt the market uptake measures</p> <ul style="list-style-type: none"> <li>➤ Policy makers (European, national) responsible for energy, agriculture and environment</li> <li>➤ Regional, local authorities</li> <li>➤ CEN Technical Committee 408 and GERG</li> <li>➤ National standardization bodies</li> </ul>	<ul style="list-style-type: none"> <li>➤ Policy trends in the biomethane market in Europe and beyond</li> <li>➤ Lessons learnt/enablers/barriers from existing policy measures in Europe and beyond</li> <li>➤ Nationally-tailored policy framework</li> <li>➤ Standardisation processes to facilitate market development</li> </ul>
<p><b>General public</b></p> <p>➤ they will support the market, use the products</p> <ul style="list-style-type: none"> <li>➤ end-users, gas consumers,</li> <li>➤ NGO active in energy, agriculture, environment, environmentalists,</li> <li>➤ Media</li> <li>➤ Civil society organisations, others</li> </ul>	<ul style="list-style-type: none"> <li>➤ Opportunities for using local resources, wastes and residues to locally produce biomethane, creating jobs and high GDP</li> <li>➤ Opportunities for consuming green gas for electricity, heat and transport uses</li> <li>➤ Environmental benefits from substituting natural gas with green gases</li> </ul>
<p><b>Research and academia</b></p> <p>➤ they will support research and innovation</p> <ul style="list-style-type: none"> <li>➤ Scientists and researchers</li> <li>➤ Trainers, educators</li> </ul>	<ul style="list-style-type: none"> <li>➤ Knowledge on new feedstock options</li> <li>➤ New biomethane and biohydrogen technology options, more efficient and cost-effective</li> </ul>
<p><b>Networking with other project consortia</b></p>	<ul style="list-style-type: none"> <li>➤ Exchange of information, create synergies</li> </ul>

➔ **Dissemination activities**

**Policy events** - On a yearly basis, **GreenMeUp** will organize a Policy Workshop in Brussels, with the aim of disseminating the main project’s results and takeaways before an audience of European Policy makers and Industry representatives. The presentation of evidence from the case studies and recommendations should provide a common ground for debate and exchange between the two audiences conveyed at the meeting. These meetings will be organized in an hybrid format, meaning that the event will take place on site, with the possibility for participants to also join online. During the first event at M12, project partners will present the main results and takeaways from and D2.2 (Country reports) and D3.1 (Policy briefings with key policy requirements for improved market uptake of biomethane). During the second Policy event at M24, project partners will present the new main results and takeaways from WP1 and WP2 and WP4. During the third and final Policy event, coinciding with the closing of the project, the Consortium will present the final results, analysis and recommendations of **GreenMeUp**, gathered in the three pillars described in section 1.2.1. In the months following the three events, takeaways and outcomes of the discussions will be duly shared and promoted via the main project channels. In between the Policy workshops, ETA will organize **a series of online workshops** focusing on the target countries and the relative insights coming from the project deliverables and also by the hubs developed in WP3. For this very reason, ETA will cooperate with DBFZ. To increase the outreach of these events, the project will seek to establish a media partnership with the news portal EURACTIV, a reference point for all those involved in the EU policy debate. This will grant a wider promotion of the venue and the publication of a follow up article on EURACTIV. In addition **GreenMeUp** actions will be designed for the annual European Biomass Conference and Exhibition (EUBCE) managed by ETA.

Table 4 Dissemination activities

Dissemination activities	Audience	KPI	Target
<b>Organisation of events</b> (policy events, workshops /webinars)	All groups	No of events/ no of attendants	3 (M12-M36)/ <u>at least</u> 30
<b>Participation in trade fairs, events and conferences</b>	All groups	No of events	At least 10
<b>Networking with relevant projects</b>	All groups	No of projects	At least 10

**Exploitation activities**

The Key Exploitable results (KER) of **GreenMeUp** are the results of the analyses carried out in WP1,2,3,4, crystallized into the project deliverables and duly categorized in three specific pillars, as described in section 1.2.1. The table below (Table 4) describes the exploitation pathways for the three categories of KER that the project partners will enact. This initial exploitation strategy will be refined in the intermediate Exploitation plan (made available at M6) and into the final



Table 5 Key Exploitable Results and Exploitation pathways

Key Results	Exploitable	Partner	How to exploit
KER Contribution to biomethane market development	Pillar I – to	BIOGEST, DEDA, RE-CORD, EBA, PIGEOR, CIB, CRES, LBA, CZB EstBA, AEBIG, INCE, KM-IIC	To be made available to the sector associations in the field of biogas, biomethane and through them and the events to all market actors in the field. To be used for further studies, projects and market evaluations.
KER Contribution to policy & financial framework	Pillar II – to	CRES, CIB, DEDA, INCE, PIGEOR, LBA, CZB, EstBA, AEBIG, INCE, KM-IIC	To be made available to EU and national policy makers (in particular through the annual policy events) for the elaboration of new legislative initiatives, policy impact assessments and development of financial support mechanisms.
KER Society awareness	Pillar III – to	DBFZ, CRES, EBA, CIB, DEDA, INCE PIGEOR, LBA, CZB, EstBA, AEBIG, INCE	To be made available to sector associations and policy makers in order to consider the social acceptance dimension in the development of new policy initiatives and new business models.

### Communication activities

In the first months of the project, the efforts of WP5 will be focused on the realization of the visual identity, including things like logos, templates, social media cards, brochures and roll-ups. In parallel, ETA will develop the **GreenMeUp** website and launch the LinkedIn page of the project. During the first kick-off meeting, the consortium will further improve and agree on the project key messages, starting from those already listed in Table 2. To ensure the maximum impact of the **GreenMeUp** activities, ETA Florence (WP5 leader) will closely cooperate with the WP leaders in WP1, WP2, WP3, ensuring that the project communication is in line with the main takeaways, insights and results arising from the project Deliverables. These messages will be then circulated utilizing tools like 1 page factsheets, social media cards and short animated videos. These tools (detailed in Table 5) will be instrumental to increase the outreach the main findings and messages of the project.

Table 6 Tools and KPIs

Tool	Channel	KPI
Press release to announce the start of the project and its objectives. One at M24 and one at M36.	LinkedIn, Website	3 press releases during the project lifetime
Newsletter to report on project updates/progress	Website, Mailing list	2 newsletters/ year,
Factsheets series on biomethane production	Website, social media, Events	4 factsheets delivered
Short clips for social media sharing informing about key project results.	Website, social media, YouTube	Minimum 3 clips
Posts in social media	Website, social media	More than 50 posts by M36
Slide presentations and or article/paper presentation. Presentation at the European Biomass Conference and Exhibition (EUBCE)	Events, Conferences, Website	≥3 outreach articles in written media over 3 years and 1 public presentation delivered each year
Policy Event in Brussels	Hybrid Event	3 policy events held (1 per year)

## Deliverables

### **D5.2: Report on the policy workshops.** ETA, M14

It will provide a comprehensive report on the policy workshops

### **D5.5: Updated report on the policy workshops.** ETA, M26

It will provide an updated report on the policy workshops

### **D5.7: Final report on the policy workshops.** ETA, M36

It will provide a final report on the policy workshops

## 2 Ethics requirements for humans

In order to protect the privacy rights of participants, specific ethics requirements refer to:

- ➔ The procedures and criteria for selecting the participants
- ➔ The consent procedures to be implemented when minutes, deliverables, policy briefings and any other document based on participants' input is going public.

### 2.1 Procedures and criteria for selecting the human participants

For the activities of Task 2.1 and all the tasks of WP3 and WP4, each project partner from the Target Countries participating in WP3 will identify a first set of stakeholders from their own network of business contacts. They will form the core stakeholders of each Hub in each Target Country. Additional stakeholders may/will be identified during the project through recommendations from the already identified stakeholders or after searches while the biomethane market will be developing in each country. A person or organization is considered relevant to participate in the Hub meetings, co-creation activities and other outreach events organised by GreenMeUp if they are involved in market uptake, feedstock use, technological developments of biomethane production (conversion, upgrading and injection) as well as the distribution networks. Also, stakeholders outside of the value chains structures, which act as enablers of the market uptake will be identified. A full set of characteristics of the target audience groups is presented in Table 3.

The stakeholder hubs will be maintained during the whole project duration and for all project activities. For the activities of Task 2.1 and all the tasks of WP3 and WP4 a joint database in excel form is established by DBFZ to store the participants' data. The database is stored in the internal dropbox developed by ETA for consortium partners to upload and share internal documents, draft deliverables and reports, presentations, surveys, photos and meeting recordings, as well as any other project material useful to partners so that they are findable and easily accessible by all.



## 2.2 Consent procedures

The potential human participants in all Hub meetings and workshops will be asked for their consent to allow using their input in the several meetings, presentations and deliverables organised by of the project, prior to their publication.

For all surveys/questionnaires and interviews organised in Task 3.3 for the social acceptance as well as in WP4 participant will be asked if they agree to the purpose and conditions of the survey (as data collection, protection and processing), in advance .





## Part B. Ethics requirements for personal data protection

### 3 Project activities that require personal data protection

In GreenMeUp there are four work packages in which interaction with participants the personal data of which require protection is necessary, as they are detailed in the previous Part B.:

- **WP2: Set-up teams in each target country (M1-M6)** Task leader: CRES; Partners: PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA
- **WP3 Stakeholders' engagement** and especially
  - Task 3.1 Mapping of stakeholders and establishment of stakeholder hubs (M1-M36) Task leader: DBFZ; Partners: CRES, EBA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST, EBA
  - Task 3.2. Co-creation actions with engaged stakeholders in each Target-Country (M1-M36) Task leader: DBFZ; Partners: CRES, EBA, ETA, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST
  - Task 3.3 Study of societal perspectives related to biomethane (M1-M36) Task leader: CRES Partners: CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG
- **WP4 : Market Uptake Measures** and especially :
  - Task 4.1 Policy aim and justification (M1-12) Task leader: CRES; Partners: DBFZ, RE-CORD, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA
  - Task 4.2 Analysis and direction (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, KM-IIC
  - Task 4.3 Design policy relevant market uptake measures (M12-M36) Task leader: CRES; Partners: DBFZ, RE-CORD, CIB, PIGEOR, INCE, LBA, CZBiom, EstBA, AEBIG, DEDA, BIOGEST
- **WP5 : Outreach**

The personal data to be protected will refer to data stemming from the Hub meetings and workshops, and in surveys/questionnaires/ interviews, as it is detailed in Part A.



## 4 Ethics requirements for personal data protection

Regarding the protection of personal data the GreenMeUp Ethics requirements specifies that:

- ➔ No personal data will be collected without the explicit consent of the individuals that are participating in the numerous events or being interviewed/surveyed during GreenMeUp project.
- ➔ No personal data will be sold or used for any purposes other than the current project.

