Checklist

for collecting and
treating data correctly

☐	I have made sure the person whose data it is knows about it
☐	I have consent
☐	I know the data I collect is not considered as sensitive data – or I know I have explicit consent for collecting it
☐	I use it only for the purpose I have informed about
☐	I will only save it for as long as I need to
☐	I will only give access to it to those needing it
	I have made sure data is correct and updated

The following checklist was prepared for researchers to use in their interaction with participants as a help to make sure data is treated correctly.