DRAFT

Project Plan for the CEN or CENELEC Workshop on:
Age Appropriate Digital Services Framework

WS number or WS Acronym: …

Workshop
(to be approved during the Kick-off meeting on YYYY-MM-DD)

1. Status of the Project Plan

Initial draft Project Plan, to be further developed, prior to submission for approval.

2. Background to the Workshop

2.1. The market environment

The original design of most digital technologies did not anticipate use of those technologies by children. This has led to an asymmetry of power between children and the technology they use since they do not have the life experience and developmental capacity of adults. Multiple stakeholders are struggling to work out how to redress the balance in a way that puts the needs of children first but continues to promote innovation.

Commercial and business models based on the monetization of personal data, the lack of liability inherent in the structure of intermediaries, and the norms of design that assumes 'all users are equal', has led to a digital environment in which children are really no more than underage adults.

This is not a marginal market. One in three users is under 18 and there is an urgency recognized among all stakeholder to create a bespoke regime that takes account of the vulnerabilities and immaturities associated with childhood and delivers on the cultural and legal privileges they enjoy in other environments. A clear explanation of the relationship between user and vendor, the responsibilities of the vendor, the responsibilities of the user, and the ways in which those responsibilities will be monitored and upheld is paramount.

2.2. The legal environment

The EU 's GDPR, the UK's Age Appropriate Design Code, the Australian eSafety Commissioner's standards are just some of the regulatory initiatives emerging to mandate or set

expectations of the tech sector towards children. Beyond regulation, many contexts (schools and health sector) or businesses (toy manufacturers, entertainment companies, communications companies, etc.) as well as media, policy and parental concerns, have articulated the need to set standards on behalf of children. Outside individual platforms, there is no central agency that is determining design standards for childhood.

2.3. Existing standards and standard related activities and documents

IEEE 2089-2021 - IEEE Standard for Age Appropriate Digital Services Framework - Based on the 5Rights Principles for Children.

The Workshop will take this Draft Standard as initial input.

2.4. Motivation for the creation of this Workshop

OVE and IEEE SA identified a need for developing a framework for developing age appropriate digital services for situations where users are children, and by doing so, tailors the services that are provided so that they are age appropriate. This is essential to creating a digital environment that offers children protection by design and delivery, privacy by design, autonomy by design, health by design, specifically providing a set of guidelines and best practices and thereby offer a level of validation for service design decisions.

The framework will consider the following areas:

1. Their rights

2. Their vulnerabilities

3. Their autonomy

4. Their health and wellbeing

5. Their age and capacity

6. Their need to fully understand

7. Duties of digital service providers

3. Workshop proposers and Workshop participants

3.1. Original proposers of the Workshop

The Workshop is proposed by the IEEE Standards Association (IEEE SA) and OVE.

3.2. CEN/CENELEC national member holding the Workshop secretariat

The Workshop Secretariat is hold by OVE.

3.3. Workshop participants

The Workshop is open to any interested organization or individual that expresses intention to actively participate in the drafting of the CWA by submitting concrete proposals and contributions within the scope and objectives of the Workshop.

3.3.1. Participants at the Kick-off meeting

The following information will be available on the CEN/CENELEC website(s) at least 30 days in advance to the kick-off meeting:

- Information about the launch of the Workshop
- The draft project plan for a 30-day commenting period
- Agenda of the Kick-off meeting
- Registration to the kick-off meeting

The agenda of the kick-off meeting with include but is not limited to:

- Approval of the proposed Project Plan by common agreement
- Appointment of the appoints the Chairperson of the Workshop

3.3.2. Participants after the Kick-off meeting

Participation to the kick-off meeting does not automatically ensure registration to the Workshop. After the kick-off meeting the participants wishing to continue contributing to the development of the draft CWAs will be requested to officially register to the Workshop by mean of signing a specific registration form.

4. Workshop scope and objectives

The goal of the Workshop is to establish a framework for developing age appropriate digital services for situations where users are children. Based on the 5Rights Principles for Children, the framework will center around the following key areas:

a) recognition that the user is a child,

b) has considered the capacity and upholds the rights of children,

c) offers terms appropriate to children,

d) presents information in an age appropriate way,

e) thereby offers a level of validation for service design decisions.

The CWA will function as an aid to describe a specific impact rating system and guidance for evaluating criteria, and sets out how vendors, public institutions and the educational sector can meet the criteria.

5. Workshop programme

Work plan

The CWA shall be drafted and published in English.

Work plan:
1. Kick-off meeting (T0)
2. Circulation of the IEEE 2089-2021 Standard within the Workshop
3. Development of draft CWA
4. Approval of draft CWA (T0 + 8 months)
5. 60 days open commenting phase among the CEN/CENELEC (national) Members
6. Comment resolutions and development of final CWA
7. Approval of final CWA (T0 + 12 months)

6. Workshop structure

The Workshop is subject to CEN-CENELEC Guide 29 - CEN/CENELEC Workshop Agreements.

The Workshop Chair shall be responsible for ensuring that the development of the CWA is in accordance with the agreed project plan and requirements of CEN-CENELEC Guide 29.

The Workshop Chair shall decide when the Workshop participants have reached agreement on the final text of the CWA, on the basis of the comments received and any further consultation that has taken place, at which point the CWA is approved.

The Workshop Secretariat shall maintain a record of the participating organizations and individuals.

OVE will provide the Workshop secretariat, subject to formal acceptance of the project plan at the kick-off meeting. The responsibilities of the secretariat cover the co-ordination of administrative duties involved in the organization of the Workshop including:

- To maintain the meeting schedules and arrange the physical/virtual meeting locations;

- To distribute the agenda and other documents for the Plenary Sessions;

- To prepare draft minutes of the Plenary Sessions;

- To maintain the web site and ensure the timely availability of the working documents for meetings;

- To ensure that the CWA is available in time on the appropriate CEN format; and

- To interface with the CEN-CENELEC Management Centre (CCMC) regarding strategic issues, problems arising, external relationships, etc.

6.1. Operations

In order to ensure the transparency of the Workshop process, all Workshop documents shall be uploaded onto the electronic platform Livelink or Collaboration tool.

Meetings will primarily be hold as virtual meetings.

7. Resource requirements

All costs related to the participation of interested parties in the Workshop's activities have to be borne by themselves. Use of electronic meetings will be encouraged as much as possible. All the documentation will be drafted and supplied electronically.

8. Related activities, liaisons, etc.

Liaisons may be established with but will be not limited to:
- European Commission
- CEN-CENELEC/JTC 21 "Artificial Intelligence"

9. Contact points

Proposed Chairperson:
Name: Jean Philippe Faure
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Annexes

Annex A, B, C…

CWA self-assessment

Title of the proposed CWA: Age Appropriate Digital Services Framework

1. **Does the proposed CWA conflict with an EN or an HD for CENELEC?**

   ☒ NO
   ☐ YES → **WARNING**: Work on the proposed CWA shall not be initiated.

2. **Does the proposed CWA intend to define requirements related to safety matters?**

   ☒ NO
   ☐ YES   Is the proposed CWA within the scope of

   ☐ CEN?   → The CWA proposal shall be submitted to CEN/BT for decision.

   ☐ CENELEC? → **WARNING**:   Work on the proposed CWA shall not be initiated.

3. **Is the scope of the proposed CWA within the scope of an existing CEN/CENELEC technical body?**

   ☒ NO
   ☐ YES → The relevant CEN/CENELEC technical body shall be consulted on the CWA proposal:

   • If this technical body responds positively and sees no harm in the CWA being developed, the CWA proposal may be processed.

   • If the technical body is opposed to a CWA being launched, the CWA proposal shall be submitted to the CEN/CENELEC BT(s) for decision.

4. **Does the proposed CWA intend to define requirements related to management system aspects?**

   ☒ NO
   ☐ YES → The CWA proposal shall be submitted to the CEN/CENELEC BT(s) for decision.

5. **Does the proposed CWA intend to define requirements related to conformity assessment aspects?**

   ☒ NO
   ☐ YES → CEN/CENELEC Internal Regulations - Part 3, 6.7 applies.

If all these questions are answered NO, the CWA proposal may be processed.
If not, special conditions apply as given above.

Analysis of the degree of interest in the subject in different European countries and amongst different stakeholders

Title of the proposed CWA: Age Appropriate Digital Services Framework

references:
this proposal 2.1, 2.2
IEEE SA Children's Data Governance Applied Case Studies

2022-03-29

Draft Agenda for the kick-off meeting of
CEN/CENELEC/WS Name and/or number of WS

Date and Time

Venue

Agenda   **Timing**

1. Opening of the meeting

2. Roll call of participants

3. Adoption of the agenda

4. Introduction on CEN and on the Workshop concept

5. General presentation of the Workshop

6. Confirmation of Workshop Chair and Secretariat

7. Project Plan

     a.   Discussion and review of comments received
     b.   Adoption of the Project Plan

8. Organization of the technical work

9. Any other business

10. Next meeting, future actions and their assignment

11. Closure of the meeting