

External Artificial Intelligence Statement

Disclaimer for Customers/Clients-

October 2023



Aotearoa Clinical Trials acknowledges the importance of artificial intelligence tools (“AI tools”) in contributing to its business operations. To ensure our use of AI tools are both legally and ethically compliant Aotearoa Clinical Trials has committed to the following policy:

- 1. Responsible Use:** Our personnel use AI tools to improve our products and services. To ensure responsible use of AI tools, we require personnel involved in the use of AI tools on Aotearoa Clinical Trials behalf to adhere to strict policies and undertake training on ethically and legally compliant practices.
We hold ourselves accountable for adhering to this policy and for addressing any adverse impacts from our use of AI tools, including outcomes and content generated by them.
- 2. Privacy and Data Protection:** We use our AI tools in a manner that prioritises privacy and confidentiality when collecting, storing and using commercially and personally sensitive data. Our personnel are restricted from using private information about identifiable individuals, company trade secrets, data, algorithms, code, or other confidential information without express written consent.
- 3. Fairness and Non-Discrimination:** We acknowledge AI and datasets can produce unfair and potentially biased outcomes that risk discriminating against certain individuals and groups. We are committed to upholding human rights throughout our use of AI tools. We regularly monitor and assess our AI tools and datasets to ensure they are fair, inclusive and non-discriminatory to meet our obligations under the Human Rights Act 1993, NZ Bill of Rights Act 1990 and related international human rights legislation.
- 4. Transparency and Explainability:** We commit to being transparent with our use of AI tools and datasets to justify their decisions and to providing clear explanations for the reasoning behind the outcomes and conclusions reached. Where technical explanations are not possible, practical or meaningful, we will explain the priorities or strategic basis for a decision made by, or by using, an AI tool in a given context.
- 5. Human Oversight:** Our use of AI tools does not replace human oversight and instead informs our own decision making. This oversight is meaningful, but not so pronounced that it undermines the effectiveness or efficiency of AI tools. We recognise the limitations of AI and avoid over-reliance on such tools by carefully reviewing the outcomes they generate for any incomplete, misleading, or offensive errors to ensure human control over our AI tools and the outcomes they generate.
- 6. Monitoring and Enforcement of IP:** Aotearoa Clinical Trials monitors the use and output of content generated by our AI tools to ensure compliance with this policy and relevant IP laws. Where applicable, we have acquired the necessary third party permissions and licenses and retain ownership of all original AI-generated works created by our personnel during their employment or engagement with Aotearoa Clinical Trials