



# IRB 360 NEWSLETTER

Connecting Research with Ethics

## Photographs and Video Images are considered Personal Data

Under Singapore's PDPA, facial images (and even car license plate numbers) are considered **Personal Data** and hence should be protected. Under NTU's Data Governance Policy (**DGP**), personal data is classified as "**Confidential**".

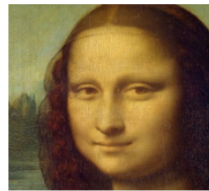
Examples of such personal data include images obtained from CCTV cameras, class recordings, audio recordings of interviews, etc... [Refer to our guidelines [here](#).]

Note that the use of personal data for research is considered human subjects research, and hence **prior approval from the IRB** is required.



## Handling of Photographs and Video Images

Strength of controls to commensurate with DGP classification level



Personal Data should be kept confidential through **encryption** or **folder access controls** in NTU. **These should not be shared with collaborators or published online.**

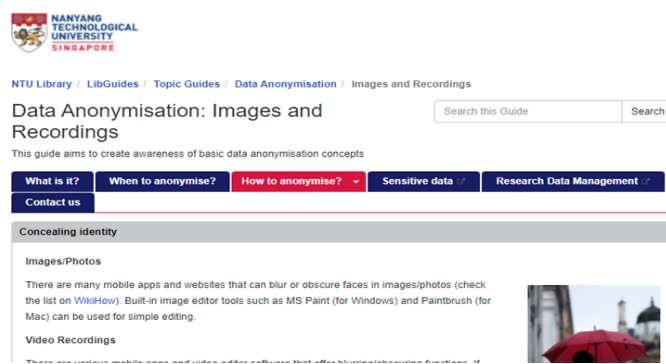
NTU's DGP Classification	Original video/ image/audio	Anonymised video/ image/ audio	
	Confidential	Restricted	Open (Published)
Access controls	✓ Encrypted or Folder controls	✓ Ok within NTU	Nil
Sharing with collaborators	✗ Unless consent obtained	✓ Ok with agreements	✓
Publishing	✗ <b>Strictly prohibited</b>	✗ →	✓
10 year retention	✓	✓	✓

Personal data (including photographs and video images) can be **anonymised**, in which case, the classification of the data drops to "**Restricted**".

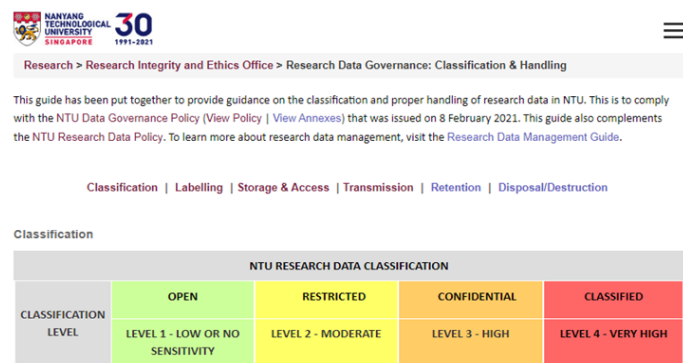
If anonymised or aggregated data is subsequently published, the data classification level drops to "**Open**".

Refer to our IRB guidelines on [personal data](#) and on handling them [here](#) (see B12-B20).

### Data Anonymisation Guide



### Research Data Handling Guide



RDM eLearning available now on [NTU Workday](#)

#### Program: Research Data Management

The Research Data Management (RDM) eLearning course aims to introduce the key aspects of research data management in the NTU context. The course consists of four modules, which we encourage you to explore in the given sequence:

- Module 1: Introduction to Research Data Management (completion)



## Stay tuned for our next newsletter to learn more!

To subscribe to our mailing list and for further queries, please write to [IRB@ntu.edu.sg](mailto:IRB@ntu.edu.sg)

Brought to you by: **Research Integrity and Ethics Office (RIEO)**

Refer to our website for more information on [IRB Guidelines here](#).

