

## Artificial Intelligence (AI) Policy for Camara Education

### 1. Purpose

Camara Education's mission is to use technology to improve education and life skills for low-income people. This policy outlines our approach to leveraging AI to achieve this mission, while upholding ethical standards, protecting privacy, and ensuring transparency.

### 2. Scope

This policy applies to all staff, volunteers, and partners of Camara Education involved in the development, deployment, or use of AI technologies.

### 3. Ethical Principles and Use of AI

- **Beneficence:** AI should be used to maximise the positive impact on students, teachers, and the broader community.
- **Non-maleficence:** AI should minimise harm and avoid creating unintended negative consequences.
- **Inclusivity:** AI should be accessible and equitable, ensuring that all administrators, teachers and students, regardless of background and ability, benefit from its use.
- **Transparency:** Where possible, AI systems should be transparent and explainable, allowing for understanding and accountability.
- **Privacy:** AI should respect the privacy and data protection rights of all individuals involved.
- **Accountability:** Camara Education is responsible for the ethical use of AI. While we are aware of inherent bias of certain AI tools, where possible we should
  - Avoid AI systems that perpetuate discrimination or inequality.
  - Take account of Government AI policies in the countries we work in.
  - Monitor and mitigate the risk of AI systems generating false or misleading information.
  - Engage with stakeholders to evaluate the potential risks and benefits of AI tools.
  - Regularly audit AI applications for unintended consequences.

#### 4. AI Use Cases

Camara Education will train teachers and educational administrators in the use of AI for the following purposes, subject to ethical guidelines and rigorous evaluation:

- **Teacher Training:** Offering AI-based professional development resources for educators.
- **Content Creation:** Enhancing curriculum design with generative AI-driven tools.
- **School Management:** Streamlining administrative tasks to free up resources for teaching and learning.
- **Monitoring and Evaluation:** Using AI to assess and improve program effectiveness in real-time.
- **Personalised Learning:** Developing tailored educational experiences to meet individual student needs.

The inclusion of AI tools in Camara schools to :

- Align with the cultural, social, and educational contexts of the countries where we operate.
- Take account of the limited technological resources available to the schools

#### 5. Data Governance

Camara Education will ensure responsible data practices by:

- Only using AI tools that align with our internal data privacy and security policies
- Collecting only the data necessary for AI tools to function effectively.
- Storing data securely, with access restricted to authorised personnel.
- Complying with regulations and other relevant legal frameworks in the countries where the tools are applied.
- Providing transparent opt-in/out mechanisms for data usage in AI systems.

In using third party AI tools, staff, teachers and volunteers must exercise caution to ensure confidential or sensitive data is not inadvertently exposed.

#### 6. Capacity Building and Support

Camara Education will:

- Train its own staff and volunteers in the ethical and effective use of AI tools
- Train educators and administrators in the ethical and effective use of AI tools.



- Provide ongoing technical support to ensure the sustainable use of AI.
- Partner with stakeholders, including governments, NGOs, and technology companies, to build local capacity.

## **7. Continuous Improvement**

To remain relevant and effective, Camara Education will:

- Regularly review and update this AI policy.
- Engage with emerging research and best practices in AI for education.
- Actively solicit feedback from users and stakeholders to refine AI applications.
- Continually ensure that new AI tools meet Camara's AI policy

## **8. Accountability**

Camara Education is committed to being accountable for its use of AI. Specifically, all staff and volunteers must avoid sharing sensitive, personal, or proprietary information through unsecured channels or third-party AI tools unless approved by Camara Education leadership.

Report immediately to their line manager any concerns regarding misuse or harm such as suspected information leaks or breaches. These concerns can be reported through our grievance mechanisms, and appropriate actions will be taken to address issues promptly.

For any questions, concerns or potential breach of policy violation please contact [info@camara.org](mailto:info@camara.org).

**9. Adoption Date:** January 28th 2025

**10. Approved by:** Camara Education Board

**11. Review Cycle:** Annually, or as needed to incorporate technological and regulatory advancements.