

Earth Talks AI Usage Policy

1. Purpose and Scope

This document outlines the guidelines for responsible and ethical use of Artificial Intelligence (AI) for members of the Earth Talks Foundation. It is important that our usage of AI aligns with our strategic goals. As AI becomes more pervasive today, we remain committed to using this incredible technology to improve productivity while understanding its flaws and restrictions:

What AI is not:

- A replacement for human understanding
- A magical solution to all of your problems
- A management/authority figure

The primary objective of this policy is to ensure that AI is utilized in support of Earth Talk's mission in a manner that aligns with our values, prevents the dissemination of misleading/false information, protects confidential data, promotes accountability, and ensures compliance with all applicable laws and regulations.

2. Appropriate Use of AI Tools

At Earth Talks, we believe in a human-centered approach to AI usage, which means that all AI-generated material must be carefully reviewed, approved, edited, and overseen by a human author.

The following is a list of acceptable and unacceptable use cases for AI. We understand that given the breadth of AI tools, it is impossible to cover every possible scenario that could involve AI. It is best to use AI for trivial and monotonous tasks involving non-sensitive information.

If local laws and regulations are more restrictive than these guidelines, you should follow those laws. Remember, not all generative AI tools are safe and secure.

Acceptable Uses:

- Brainstorming new ideas or getting a different perspective on a concept.
- Creating an organized outline for documents
- Summarizing public information such as documents, videos, and audio recordings. A human must authenticate the result.
- Refining grammar and generating small amounts of text.
- Assistance with research (You must verify all facts and information. AI can be wrong)
- Automating simple and tedious tasks

Prohibited Uses:

- Anything involving sensitive personal information belonging to Earth Talks associates or donors.
- Making high-level management decisions without oversight.
- Legal advice.
- Research that has not been reviewed by humans.
- Infringing on copyright and impersonation.

3. Ethics and Responsibility

There are additional ethical standards that one must be aware of when using AI:

- Biases based on sex, gender, race, etc., may occasionally be reflected and reinforced by AI models in the data they were trained on.
- It is worth noting that large language models, such as ChatGPT, require considerable computational power to operate. The excessive use of AI can lead to significant consumption of natural resources. This contradicts our mission at Earth Talks.
- AI tends to hallucinate, producing inaccurate outputs that may seem correct. Therefore, the application of AI must be monitored by a human who can critically assess it.