



**GOVERNING DOCUMENT**

Regulation

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# Regulation on the Use of Artificial Intelligence at Åbo Akademi University

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## Chapter 1. Introduction

### 1 Scope

This Regulation defines the concepts and principles concerning the use of artificial intelligence (AI) at Åbo Akademi University. The Regulation provides for the use of tools, models and systems based on or utilising artificial intelligence at Åbo Akademi University with a particular focus on research, teaching and studies, including the research and development of AI tools, models and systems. The Regulation applies to all employees (research, teaching and administrative staff) and students of Åbo Akademi University as well as to persons with an agreement for non-employees at Åbo Akademi University.

The Regulation on the Use of Artificial Intelligence at Åbo Akademi University is subordinate to the Administrative Instruction of Åbo Akademi University and may be supplemented by procedures for key processes within the scope of the Regulation. Overall responsibility for

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the use of artificial intelligence at Åbo Akademi University can be found in the Administrative Instruction and other instructions, regulations and rules on responsibility within Åbo Akademi University operations, including position descriptions.

## **2 Practical application of the Regulation**

The Rector establishes procedures governing key processes in the use of artificial intelligence at Åbo Akademi University. The procedures form part of the Åbo Akademi University operational management model. Procedures related to the Regulations on the Use of Artificial Intelligence at Åbo Akademi University specify responsibilities, provide guidance and approaches for operations and activities within the scope of the Regulation.

### **Chapter 2. Overall concepts and principles**

#### **3 Definition of the concept artificial intelligence**

Artificial intelligence (AI) is an umbrella term that refers to a variety of technologies that enable computers to process data in a seemingly intelligent manner.

According to Regulation (EU) 2024/1689 of the European Parliament and of the Council (Artificial Intelligence Act), the definition of AI systems is: "...a machine-based system that is designed to operate with varying levels of autonomy and that may exhibit adaptiveness after deployment, and that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content, recommendations, or decisions that can influence physical or virtual environments."

AI tools (such as ChatGPT, Microsoft Copilot, Google Gemini, Claude, and Apple Intelligence) are AI systems that can produce text, images, and varied content based on the data they were trained with. The focus of this Regulation is to provide instructions for the use of AI tools based on Large Language Models (LLMs).

#### **4 Bases for the use of AI at Åbo Akademi University**

Åbo Akademi University wants to encourage the active use of new technologies and artificial intelligence. Active use of new technologies and AI at Åbo Akademi University requires conscious compliance with the legal rules and ethical principles for such use.

The Regulation endeavours to respond to the needs of students and researchers, teachers and administrative staff to find common bases and rules for using artificial intelligence in studies and work.

When using AI tools, it is important to distinguish between AI tools that are to be used in an open environment and AI tools that are to be used in a closed environment for controlled purposes. An open environment refers to AI tools that are used online and accessible to an extensive target group. For example, the use of AI tools in a closed environment can involve an AI tool that is used internally within Åbo Akademi University and runs on Åbo Akademi University servers.

## **5 Responsibilities of creators and users**

The use of AI tools shall comply with the principles of fairness, equivalence, equality, sustainability and respect for others.

The creator is always responsible for their own work. The person who has produced or published material using AI tools is responsible for the content and accuracy of the material. AI tools shall not be used to create material, whose accuracy cannot be controlled by the natural person themselves.

Particularly in administrative decision-making and the provision of digital services to the public, the limits imposed by legislation on decision-making and content review need to be taken into account.

## **6 Transparency**

All scientific activities and studies carried out at Åbo Akademi University shall indicate the use of artificial intelligence as required by the responsible conduct of research and in accordance with the provisions of Åbo Akademi University's internal governing and guiding documents concerning the use of AI tools.

In other university operations, the use of AI tools shall be communicated accurately and truthfully. This applies both to communication about AI use to stakeholders and when AI-generated content is used. An AI-generated text, image or blog post shall not be presented as one's own work.

## **7 Protection of personal data**

Personal data may only be entered into or processed with an AI tool in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data (General Data Protection Regulation) and Åbo Akademi University's internal governing and guiding documents. Personal data is defined in accordance with Article 4.1 of the General Data Protection Regulation (GDPR). Personal data may only be processed with AI tools that are protected in a closed environment and approved for that purpose by Åbo Akademi University.

In order to protect one's own personal data and that of others, personal data should not, as a rule, be entered into any AI tool. However, if it is necessary to process personal data, it may only be processed with AI tools that are protected in a closed environment and approved for that purpose by Åbo Akademi University.

## **8 Confidential information**

Confidential information may only be entered or processed in a protected, closed environment and with tools approved for that purpose by Åbo Akademi University. Examples of confidential information are trade secrets (Act on the Openness of Government Activities 621/1999, section 24, Trade Secrets Act 595/2018) or other confidential information under Åbo Akademi University's contractual obligations.

## **9 Copyright-protected material**

Copyright-protected material may only be entered or processed in a protected, closed environment and with tools approved for that purpose by Åbo Akademi University or with tools which ensure that copyrights are not violated.

The limitations linked to copyright must be taken into account if finished material, such as articles or research data, is to be entered into AI tools for processing. It is important to understand the terms of use of an AI tool.

## **10 Artificial Intelligence Act requirements**

Regulation (EU) 2024/1689 of the European Parliament and of the Council laying down harmonised rules on artificial intelligence (hereinafter “AI Act”) entered into force on 1 August 2024. The AI Act aims to ensure that AI systems are developed and used responsibly. The regulatory framework imposes obligations on AI technology providers and distributors and regulates the approval of artificial intelligence systems in the EU single market.

The AI Act contains rules for the placement of AI tools on the market, putting AI tools into service and using AI tools in the EU. The AI Act primarily imposes requirements on developers of AI models and systems. The AI Act sorts AI tools, systems and models according to the level of risk they are considered to have. Depending on the level of risk, there are different rules to follow. Both AI tool developers and AI tool users need to know the level of risk to which their system or model belongs because it controls the requirements to be imposed.

## **11 European Commission guidelines**

In addition to legislation, relevant guidance provided by the European Commission shall be taken into account in the use of artificial intelligence at Åbo Akademi University. Examples of such guidelines are the Commission’s guidelines on the responsible use of generative AI in research and ethical guidelines on the use of artificial intelligence and data in teaching and learning for educators. The user is responsible for taking into account relevant and updated guidelines in their own field of operations.

## **Chapter 3. Development, procurement and use of AI tools**

### **12 Research and development of AI tools and models**

The EU Artificial Intelligence Act promotes innovation and respects the freedom of research; its aim is not to undermine research and development activities. AI tools and models specifically developed, deployed and used exclusively for scientific research and development are exempted from the provisions of the AI Act.

Product-oriented research, testing and development activities involving AI tools or models are also exempted. The exemption applies only to AI tools or models that are not placed on the market or put into service. The exemption does not affect the obligation to comply with the AI Act when an AI tool or model is placed on the market or put into service as a result of such research and development activities or the application of provisions on regulatory sandboxes for AI and testing in real-world conditions.

General purpose AI tools or models that are developed in research as defined in the EU Artificial Intelligence Act shall not be placed on the market. However, AI tools may be placed on the market with free open-source licenses, unless the AI tool in question is considered a high-risk AI tool or the AI tool is subject to Article 5 (Prohibited AI Practices) or Article 50 (Transparency Obligations for Providers and Deployers of Certain AI Systems).

### **13 AI tools used or developed within the administration**

Åbo Akademi University is responsible for the AI tools, systems and models used and developed within the administration and Åbo Akademi University in order to ensure compliance with the provisions of the AI Act. AI tools prohibited by the AI Act are prohibited from development or use within Åbo Akademi University. Åbo Akademi University may also prohibit the use or development of high-risk AI tools.

### **14 Centrally procured AI tools and support**

ICT Services or other system owners at Åbo Akademi University offer support for the use of AI tools procured centrally at Åbo Akademi University. Information about the systems can be found on the intranet.

System owners and ICT Services maintain a list of AI tools that can be used and for which purposes.

### **15 Prohibited AI tools and use of AI tools at one's own risk**

If ICT Services expressly prohibits the use of an AI tool, it must not be used.

AI tools deployed without the involvement of ICT Services is done at one's own risk and the user is solely responsible for security and any costs that may result from their use.

## **Chapter 4. Other provisions**

### **16 Entry into force**

This Regulation enters into force on 17 March 2025. At the same time, the Rector's, Deputy Rectors', Vice-Rector's or directors' decisions made prior to the entry into force of this Regulation, concerning matters within the scope of this Regulation, are hereby annulled.