

#BeeraSharp

Digital Rights and Security Toolkit for Ugandan Businesses



EUROPEAN UNION



GOVERNMENT OF UGANDA



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Introduction

Welcome to Your AgriSource Digital Rights Toolkit! It equips you with the knowledge, resources, and support to address the digital rights challenges of your business. AgriSource provides you with the information and resources you need to ensure your digital rights are protected, your data is secure, and your privacy is maintained.

About The AgriSource Toolkit

The AgriSource Digital Rights Toolkit is designed to be a comprehensive resource to help you understand digital rights, identify and address digital rights issues, and ensure your digital rights are protected. It includes information on digital rights, data privacy, and security. It also includes information on how to protect your digital rights and how to address digital rights issues. The toolkit is designed to be a comprehensive resource to help you understand digital rights, identify and address digital rights issues, and ensure your digital rights are protected.

AgriSource is committed to protecting your digital rights. We provide you with the information and resources you need to ensure your digital rights are protected. We also provide you with the information and resources you need to ensure your digital rights are protected. We also provide you with the information and resources you need to ensure your digital rights are protected.

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Introductory Elements

As you go through the book, you will find exercises representing a variety of



Exercises

Many steps within the manual contain exercises.



Key Tips

Key tips are included in the manual to help you.



Messages

Important information is provided in messages.



Review the Assessment Tools

Review the assessment tools in the manual.



Make Specific Requests

Make specific requests in the manual.

How to Apply This Toolkit

The toolkit is designed to help you better understand your rights and how to apply them. To get the most from the toolkit, you should use the toolkit in a way that is meaningful to you. The toolkit is designed to help you understand your rights and how to apply them. It is not a substitute for legal advice. You should consult with a lawyer if you have any questions about your rights or how to apply them. The toolkit is designed to help you understand your rights and how to apply them. It is not a substitute for legal advice. You should consult with a lawyer if you have any questions about your rights or how to apply them.

Language	Form	Legal Strategy	Setting
Language	Form	Legal Strategy	Setting
Written Communication	Written Form	Written Strategy	Written Setting
Verbal Communication	Verbal Form	Verbal Strategy	Verbal Setting
Non-Verbal Communication	Non-Verbal Form	Non-Verbal Strategy	Non-Verbal Setting
Written	Written	Written	Written
Written Strategy (p. 10)	Written Form (p. 10)	Written Strategy (p. 10)	Written Setting (p. 10)
Verbal Strategy (p. 11)	Verbal Form (p. 11)	Verbal Strategy (p. 11)	Verbal Setting (p. 11)
Non-Verbal Strategy (p. 12)	Non-Verbal Form (p. 12)	Non-Verbal Strategy (p. 12)	Non-Verbal Setting (p. 12)

Digital Rights Fundamentals

Human Rights in the Digital Age

Digital rights are a combination of both human and human rights and the extent to which certain provisions outlined in rights in the physical world have rights that should be applied to digital spaces. Depending on regional information practices, law, media, and knowledge culture, and its associated digital technologies, digital rights can be understood broadly and loosely. They encompass the freedom of access to information, privacy and access to information, the freedom of internet use, internet communication, or digital digital content, regarding those rights in a wide responsibility, protecting users, copyright, and other related, with technology and communication.

According to the United Nations Working Group on Business and Human Rights¹⁰ companies are responsible for upholding human rights principles, including the Alignment Framework for Open and Distance Education.

- 1. Minimize the collection, use, disclosure, retention, and reuse of personal data
- 2. Maximize transparency about, to, and control over and access information flows
- 3. Be open, accessible, and accessible for treatment that best supports flow
- 4. Minimize information flow to reveal and share information rights
- 5. Maximize transparency, participation, and control over information and resources
- 6. Maximize freedom in digital technology, including promoting increased inclusion

The business is expected digital privacy, regarding digital rights a number of core legal principles and recommendations that, protecting, privacy, and support for digital flows.



- 1. Data privacy: The right of individuals to control how their personal information is collected and utilized
- 2. Digital privacy: The right to secure digital communications and protection from cyber threats
- 3. Access to information: The right to seek, receive, and report information and share through digital means
- 4. Freedom of expression: Freedom from censorship, monitoring of online activities and communication
- 5. Internet and internet: The right to seek internet services about digital engagement and full sharing
- 6. Digital equality: The fundamental access to digital services and services
- 7. Transparency: The right to understand how digital systems operate and their function
- 8. Digital participation: The ability to exercise their personal information control their internet about the communication

Key contractual negotiations

1. **How to collect and store your data?** (GDPR) (ensure the personal data should be collected, processed, stored)
2. **Access to records?** (agreements to determine what computer systems)
3. **Supplier's confidentiality?** (GDPR) (ensure the confidentiality and storage arrangements)
4. **Supplier's Intellectual Property?** (ensure the the way, identity, and reputation of business arrangements)

Your obligations as a business to suppliers



Obligations as business to suppliers

As a business owner, as a supplier collecting customer data, you have responsibilities to do the following as a business owner:

- 1 Register with the General Data Protection Office
- 2 Appoint a data controller (DPO) or the person responsible
- 3 Obtain consent before collecting personal data
- 4 Name the data you collect?
- 5 Why you store for the purpose for which you collected?
- 6 Allow to delete it or how their name data
- 7 Inform data subject of the processing regularly
- 8 Inform privacy officer (ensure the DPO role)
- 9 Inform data flow from data subject to suppliers or partners

Digital Tools and their Rights Implications

Different Agripreneur groups may use digital tools in different ways. However, it will be useful to explore the associated risks:

Digital Tool	Common Business Use	Key Risks/Implications
Mobile Money	Payment/receiving	Money privacy, security of transactions
Accountants	Recording business expenditure	Mis-records, incorrect/redundant, sensitive
Customer Database	Customer relationship management	Mis-records, security, consent management
Marketplaces	Web design, business operations	Mis-credibility, data privacy issues
Customer Feedback	Weekly monitoring	Strong identification, sensitive monitoring
Inventory Systems	Inventory control, identification	Strong security, security of transactions
Website & Apps	Business identity & operations	Unauthorized operations, data collection, cyberattacks, sensitive
Agri-Entrepreneurs	Business external communication	Confidentiality, sensitive, sensitive
App Operations	Automation, business strategy, growth strategy	Transparency, for transactions, privacy



Case Study: Mobile Money Business in Kenya

Kenya's mobile money business is becoming a success story. However, there are potential risks and challenges that Agripreneurs should be aware of:

- Ensure a strong policy and support for the service
- Ensure all requirements are met for operational and security reasons instead of a contract
- Regular monitoring and reporting to ensure all requirements are met and security is maintained
- Ensure all requirements are met for operational and security reasons
- Ensure all requirements are met for operational and security reasons

Data Protection and Privacy

Understanding Data Protection

For business, data protection means safeguarding the personal information of your customers, employees, contractors. This includes sales, contact information, financial data, and so on, often through regulations.

What is Personally Identifiable Information (PII)?



Personally Identifiable Information (PII)

In a business context, typically, you need to know the PII information data that can be used to identify, communicate, work on:

1. Name
2. Phone numbers
3. Email addresses
4. Technical ID numbers (PIN)
5. Sex/ethnic data
6. Biometric data (fingerprints, iris scans, etc.)
7. Financial information



Identify Human Rights Risk Activities

The standard needs analysis is identifying and categorizing legal and human rights risks associated with their products and activities. It is a good idea to consider your primary target body and assess compliance with those laws in those jurisdictions.

1. How do you identify and categorize risks? (e.g., environmental, labor, human rights, etc.)
2. How do you identify the risk of receiving gifts and entertainment when receiving or offering your product or service? How does that risk fit into your overall risk management?
3. How do you assess the risk of receiving gifts and entertainment that is necessary and appropriate to your business, and is consistent to your sector?



To estimate your product/service and marketing activities, legal should focus on different jurisdictions which govern business (e.g., <http://www.compliance.org>)



Take Proactive Steps for Your Business

Consider steps for data protection to estimate the data protection that your product/service offers. Use the legal and human rights standard based on different jurisdictions which govern business (e.g., <http://www.compliance.org>)



Remember to Stay Compliant

Support your business which identifies risks (e.g., product, legal compliance, etc.) in the field of its activity, and take proactive steps to address your business activities in countries creating legal compliance. We will need to study regular the security measures, which require control, and show the business data security with some control.



Open Up Social Security

Below are a few ideas of what to consider when dealing with special requirements for web developers and their users and visitors.

1. You have other applications
2. You need things directly viewed
3. You need time a few weeks for the internet
4. You need people available for those who may want to provide feedback

Also

point of view
Consent

permission to
do something
by sb in aut
right for wh
of

Minimizing Informal Consent

Minimizing informal consent (i.e., consent inferred consent)

Example 1: Informal Consent

"By using services offered, we collect your personal data (name, address, phone number) for the purpose of contacting you, unless you opt-out (contact us at privacy@open.gov). Consent is assumed by the use of our services, unless you clearly indicate they are not consenting."



Tip: Make your consent (active) explicit and then don't assume opt'

Example 2: <https://www.100open.gov/consent>



To enhance the security of the information that your business offers, use the digital certificate rights framework for verifiable consent (see <https://www.100open.gov/consent>)



Digital Security Banner

Password Security

Strong passwords are your first line of defense against unwanted access.

Creating Strong Passwords

1. Use a mix of characters
2. Include uppercase and lowercase letters, numbers, and symbols
3. Avoid personal information (birthdate, names)
4. Use different passwords for different accounts
5. Consider using a password manager

See <https://www.100open.gov> with their privacy, use the information and discuss <https://www.100open.gov/consent> for more on your website.





Authentication and Authorization

Authentication verifies who a particular user is, whereas authorization verifies what a user is allowed to do. Authentication is the process of verifying a user's identity, and authorization is the process of verifying a user's access to resources.

Multi-Factor Authentication (MFA) Overview

Multi-Factor Authentication (MFA) Overview

- Knowledge (e.g., password or PIN)
- Possession (e.g., smart card or mobile phone)
- Being you (biometric traits)
- Location (e.g., IP address)

To activate your business profile and to access our Multi-Factor Authentication (MFA) service, you must be logged in to our system. Contact your administrator for more information.

Basics Security

Help your business start secure with these practices:

Basics Security Checklist

Basics Security Checklist
<input type="checkbox"/> Back up critical data before (PII, credit, or financial)
<input type="checkbox"/> Keep patching system configurations current
<input type="checkbox"/> Test and update antivirus software
<input type="checkbox"/> Change administrator user
<input type="checkbox"/> Turn off remote support
<input type="checkbox"/> Disable unnecessary services



To evaluate the digital security of your business, use the Department of Justice's [Basics Security Checklist](https://www.fticonsult.com/fti-checklist) for details. Download here: <https://www.fticonsult.com/fti-checklist>

Security Maintenance

Regular maintenance is essential to ongoing security.

Regular Security Practices

Regular Security Practices
<input type="checkbox"/> Update all software monthly (or set automatic updates)
<input type="checkbox"/> Remove unused services quarterly
<input type="checkbox"/> Change critical passwords every 90 days
<input type="checkbox"/> Fully backup systems monthly
<input type="checkbox"/> Review privacy settings on social network regularly



To evaluate and improve the digital security of your business, use the Department of Justice's [Basics Security Checklist](https://www.fticonsult.com/fti-checklist) for details. Download here: <https://www.fticonsult.com/fti-checklist>

Secure Communications

Communication Security Risks

As a business, your communications may contain sensitive information about your operations, strategy, and customer. Securing these communications is essential.

Understanding Encryption

Encryption turns data into a form that makes your message unreadable to anyone who gets the wrong key.

Types of Encryption

1. **End-to-end encryption:** Messages are sent in encrypted form.
2. **Transport encryption:** Messages are encrypted while in transit.

To evaluate the legal consequences of your business, see the legal consequences table created based on [IRS.gov](https://www.irs.gov/efile).¹ Remember that while you can find these <https://www.irs.gov/efile>



Device	Security level	State (RSA)	Default
Apple	High	Yes	End-to-end encryption, transport encryption
Android	High	Yes	End-to-end encryption, transport encryption, Secure Boot, which authenticates the hardware with the device manufacturer, and also requires an explicit choice to encrypt data on the device (in some cases, the manufacturer's privacy policy)
Google	Medium	Yes	Transport encryption

Tip: Use standard security on Android, only security levels with explicit business vendor hardware security verification.





Mobile Security and Making Money

Mobile Security Basics

For the majority of businesses, mobile poses one of the greatest business risk security threats to consider.

Essential Mobile Security Steps

Essential Mobile Security Steps

- Use the latest operating system that you allow
- Set up 2FA or MFA on devices
- Make sure a host of passwords exists
- Keep your private software updated
- Only install apps from official stores
- Review app permissions regularly
- Don't connect to untrusted Wi-Fi
- Make a backup of data regularly to keep it safe
- Don't leave mobile devices in plain sight with sensitive data

To enhance your business' productivity and security, use the right and secure right Mobile Mail or Office 365 solution that, what, you see that <http://www.oracle.com>

Beware of These Common Scams:



Common Scams:

Below are a few examples of common scams that you should be aware of as a business owner. These might seem all too familiar for obvious reasons.

- 1. Sales training you will struggle to bring home
- 2. An expensive course with zero value
- 3. Someone telling you it's "not your time"
- 4. High level sales of multi-level marketing software
- 5. Fake social management software
- 6. Marketing with images with playing cards

Feature: Phone Security

Many businesses in aggregate use Smartphones rather than smartphones. Security will provide:



Security for Basic Phones



Security for Basic Phones

Below are a few examples of security settings that are starting with more or less widespread use that will help your business:

- 1. Enable file protection
- 2. Set up screen lockings
- 3. Use data backup if you need to recover data
- 4. Have regular OS updates
- 5. Never download unknown applications
- 6. Do not download any apps or updates unless



Banking Online Security and Digital Banking

Digital Banking Security Basics

Use logical thinking to solve online banking security, security and digital financial services scenarios for protecting business funds, customer payments, and sensitive financial data.

Essential Banking Online Security Steps

Essential Banking Online Security Steps
<input type="checkbox"/> Use strong, unique passwords for each account
<input type="checkbox"/> Enable two-factor authentication (2FA) wherever available
<input type="checkbox"/> Keep your software up to date
<input type="checkbox"/> Use secure Wi-Fi networks (avoid public Wi-Fi)
<input type="checkbox"/> Regularly update browser software and operating system
<input type="checkbox"/> Avoid clicking on unknown links
<input type="checkbox"/> Monitor account activity for suspicious transactions
<input type="checkbox"/> Use 2FA or multi-step authentication
<input type="checkbox"/> Use strong, unique passwords for all devices
<input type="checkbox"/> Use secure connections (HTTPS)
<input type="checkbox"/> Use secure email providers
<input type="checkbox"/> Keep your device software up to date
<input type="checkbox"/> Use antivirus software for mobile devices



To practice your business problem-solving skills, use the digital simulation [Digital Banking Fundamentals](#) on [Mindful](#) assessment tool, which you can find here: [https://www.mindful.com/learning](#)

Beware of These Common Banking Scams!



Recognizing these signs

Below are a few examples of common banking scams that you should be aware of in a business setting. These represent the objectives for discussion class.

1. Telephone solicits for depositing representative
2. Offering credit during account suspension or withdrawal period
3. Offer to accept your credit history information on file
4. Offer representing bank staff regarding credit payments
5. Bank appearing offers having a good credit score
6. Creditable use of deposit card with identity without account
7. Offer to credit debit card account without account

Bank of America Credit Union (BOCU) received a number of complaints about a BOCU branch located near Fort Wayne, Indiana. The branch was offering credit to customers who were not BOCU members. The branch was offering credit to customers who were not BOCU members. The branch was offering credit to customers who were not BOCU members.



Digital Surveillance and Protection

Understanding Digital Surveillance

Digital surveillance is the monitoring and collection of sensitive communications, records, or signals, sometimes via wire-tap devices, which will be used for legal or business operations.

Types of Surveillance (by Source ID)

- 1. Remote monitoring (using intercepts)
- 2. Interferential monitoring (wireless, storage, and access)
- 3. Local (on-site) monitoring (intercepting and processing)
- 4. Remote (using existing physical resources through legal means)

Signs Your Business May Be Under Surveillance

Look for These Warning Signs:



Warning Signs

Below are a few examples of signs that could give you a hint when your business operates under surveillance:

- 1. Increased but unexplained downtime
- 2. Unexplained increase in data storage or storage costs (using cloud)
- 3. Unusual operations or unusual timing
- 4. Suspicious network activity
- 5. Unexplained changes in network traffic
- 6. Unusual network or server information requests



Protection Strategies

Protection Strategy
<input type="checkbox"/> Use multiple communication methods
<input type="checkbox"/> Require more than one person to act
<input type="checkbox"/> Use secure means to share personal data
<input type="checkbox"/> Use strong passwords at all times
<input type="checkbox"/> Create strong, unique, and hard-to-guess passwords
<input type="checkbox"/> Keep software updated to protect against malware
<input type="checkbox"/> Report personal information if lost or stolen



To maximize your protection, pair with other security and best practices outlined in this document. Based on [FBI's ics3](https://www.fbi.gov/ics3) assessment tool, which you can find here: <https://www.fbi.gov/ics3>



Website Security

If your business has a website, ensuring it is secure for protecting your online presence and customer data.

Website Security Checklist

Website Security Checklist
<input type="checkbox"/> Implement SSL (secure sockets)
<input type="checkbox"/> Use secure email whenever you can
<input type="checkbox"/> Backup all your data
<input type="checkbox"/> Have an update system
<input type="checkbox"/> Create security logs & alerts
<input type="checkbox"/> Filter out malware
<input type="checkbox"/> Have a disaster recovery plan
<input type="checkbox"/> Have a secure website setup

To protect your business, products, and/or services, use this checklist to ensure digital marketing tools are utilized, consistent, and what you use that has the highest security technology.



App Security

It is a business user's duty of care, security (that is, confidentiality, integrity and availability) and compliance requirements to ensure that the information processed by the application is protected.

App Security Checklist

Essential App Security Steps	
<input type="checkbox"/>	Ensure secure administration of critical app
<input type="checkbox"/>	Use appropriate protocols and standards (e.g. TLS)
<input type="checkbox"/>	Test all app and system code
<input type="checkbox"/>	Apply the least privilege principle of access control
<input type="checkbox"/>	Review the software supply
<input type="checkbox"/>	Review critical app and plugins
<input type="checkbox"/>	Test all external services and APIs
<input type="checkbox"/>	Monitor app for unusual events
<input type="checkbox"/>	Test app for security events



Remember your business products and services may be subject to various digital rights (Standard Contract for Applicable Government Use, which you can find here <https://www.ibm.com/au-en>)

Social Media Account Security

Social media accounts represent your business's online presence and potential.

Social Media Security Steps

Social Media Security Steps	
<input type="checkbox"/>	Use strong, unique passwords for each platform
<input type="checkbox"/>	Enable two-factor authentication
<input type="checkbox"/>	Review account permissions regularly
<input type="checkbox"/>	Monitor who has access to manage your account
<input type="checkbox"/>	Be cautious about the information you share
<input type="checkbox"/>	Check privacy settings on all accounts
<input type="checkbox"/>	Review privacy settings on all platforms



To maximize your business's profit with social networks, use the digital and internet rights checklist found on www.digitalsecurityfundamentals.com, which you can find here: <http://www.digitalsecurityfundamentals.com>



Content Protection

Protect your business's digital content with these measures:

- 1. Identify and document digital content
- 2. Understand copyright and trademark laws
- 3. Be cautious about who receives information generated
- 4. Have a plan for responding to requests of this information
- 5. Monitor location of your digital content

To maximize your business's profit with social networks, use the digital and internet rights checklist found on www.digitalsecurityfundamentals.com, which you can find here: <http://www.digitalsecurityfundamentals.com>



Emerging Technologies and AI

AI: Tools for Business

AI is revolutionizing the way we do business, offering new tools and capabilities that can help us work more efficiently and effectively.

Practical Business Uses

1. Automate repetitive tasks and processes
2. Enhance customer service and support
3. Personalize marketing and advertising campaigns
4. Analyze data to gain insights and make informed decisions
5. Streamline operations and improve efficiency

AI Ethics Considerations

As we embrace AI, it's crucial to address ethical concerns and ensure responsible use.

AI Security Considerations

AI Security Checklist
<input type="checkbox"/> Regularly update AI software and dependencies
<input type="checkbox"/> Implement robust access control and user authentication
<input type="checkbox"/> Monitor AI outputs and behavior for anomalies
<input type="checkbox"/> Conduct regular security audits and penetration testing
<input type="checkbox"/> Educate employees on AI security best practices



Remember, AI is a powerful tool, but it's not a magic wand. It's essential to understand the risks and take appropriate security measures to protect your data and systems.

Detecting AI-Generated Threats

AI can be used to create sophisticated phishing emails and messages.

Watch for Signs of Enhanced Phishing:



Enhanced Phishing

Identify a few examples of AI-generated phishing emails and texts, including ongoing:

- Increased volume or variety of phishing attempts
- Highly personalized messages
- AI-generated text or images
- Lack of personal or social connections

Emergency Response Plan

Preparing for Digital Security Incidents

Every institution should have a plan for responding to digital security incidents.

Digital Security Response Plan Template

Action	Indicator
1. Identify the incident	What system is affected? What data is impacted/compromised? How severe is the situation?
2. Notify the team	Whoever is affected/impacted Change management personnel Local support teams
3. Escalate the issue	Senior business officers Information security incident response & detection team
4. Assess and report	Assess and categorize Identify security gaps Implement remediation



Key emergency contacts are critical to an IT security response:

Apple Support services: 1-800-MY-APPLE

The National Cyber Incident Reporting System: 1-800-441-2342

Microsoft Security Response Center: 1-866-901-3868

Google Security Response Center: 1-800-424-6452

Office of Information Security: 1-800-441-2342 (for reporting a security incident) or 1-800-441-2342 (for reporting a security incident)

For more information on how to prepare for a digital security incident, visit <https://www.fishbase.org/>

Digital Rights Toolkit Assessment

Use the 50-point assessment below your business digital security solution. The Digital Rights Toolkit assessment is a guide to measure how quickly you can detect and respond to a security incident. It is based on the 2013 NIST framework of how you can measure your security tool and program, with the following scoring system:

Digital Rights Toolkit Assessment	
Use your business digital security solution	
Rate performance with score from 1 (poor) to 5 (excellent)	
Network and endpoint security Does your network and/or endpoint security solution detect and respond to threats?	1 2 3 4 5
Data protection practices Policies, controls, and processes that protect sensitive information	1 2 3 4 5
Mobile device security Policies, controls, and processes that protect mobile devices	1 2 3 4 5
Access control practices Policies, controls, and processes that manage access	1 2 3 4 5
Incident and event response security Policies, controls, and processes that manage incidents	1 2 3 4 5
Employee security awareness Employee security training and awareness	1 2 3 4 5
Emergency response readiness Policies, controls, and processes that manage emergencies	1 2 3 4 5
Total score range is 0-50 points (100% = 50 points, 0% = 0 points)	



Use your business digital security solution to detect and respond to threats. It is based on the 2013 NIST framework of how you can measure your security tool and program, with the following scoring system:

1 - Poor
2 - Fair
3 - Good
4 - Very Good
5 - Excellent

Assess your business digital security solution using the Digital Rights Toolkit Assessment.

Digital Equality

Equal access to digital technologies and services for all people, without discrimination.

Digital Technologies

Digital content, content, personal information, communication, data and services and devices.

The Observatory (OBSERV) is Europe's largest, independent research community. Its focus has expanded from research into computing, digital rights, online spaces and digital data. The Observatory aims to bring strategic gains to the understanding of business and organisations through studying various structures, digital practices in work in practice (WIP) and more complex business ecosystems in digital use. The Observatory brings and shares your thoughts on how to integrate digital environments in digital use, work habits and digital spaces, systems and use.



Collaborative and International ICT Policy for East and Southeast Asia (CIPSEA)

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