Annex

Using generative artificial intelligence (AI) such as ChatGPT in the Scottish Government Generative artificial intelligence (AI) is a broad label describing any type of artificial intelligence that can be used to create new text, images, video, audio or code. Large language models (LLMs) are part of this category of AI and produce text outputs. ChatGPT and Google's Gemini are publicly available web-based versions of generative AI which use a LLM. They allow users to enter text and seek a view from the system, or to ask the system to create output based on a given subject. You can also ask it to summarise long articles, get an answer of a specific length to a question, or have code written for a described function. UK Government guidance on how to use generative AI The UK Government has released a framework for the use of generative AI, which is based on 10 key principles:

1. You know what generative AI is and what its limitations are.
2. You use generative AI lawfully, ethically and responsibly.
3. You know how to keep generative AI tools secure.
4. You have meaningful human control at the right stage.
5. You understand how to manage the full generative AI lifecycle.
6. You use the right tool for the job.
7. You are open and collaborative.
8. You work with commercial colleagues from the start.
9. You have the skills and expertise that you need to build and use generative AI.
10. You use these principles alongside your organisation's policies and have the right assurance in place

The framework aims to help civil servants understand generative AI and to guide anyone building generative AI solutions. Most importantly the framework lays out what must be considered to use generative AI safely and responsibly.

Principle 10 directs users to their own organisation's policies and guidance around the use of generative AI. In the Scottish Government this guidance remains in line with the previous UK Government guidance on generative AI.

This guidance covers LLMs such as ChatGPT, Gemini and BLOOM, as well as systems generating images based on text, such as DALL-E, Stable Diffusion and Midjourney.

The guidance states that you should never put sensitive information or personal data into these tools. The guidance also says:

- with appropriate care and consideration, generative AI can be helpful and assist with your work (however, you should be cautious and circumspect in your approach)
- you should never input information that is classified, sensitive or reveals the intent of government (that may not be in the public domain) into any of these tools
- personal data should not be used without proper consideration of the risk and the relevant impact assessments or regulations being complied with

- you should follow the principles of UK General Data Protection Regulation (UKGDPR)
- output from generative AI is susceptible to bias and misinformation, which means they need to be checked thoroughly and cited appropriately

These rules are essential for using AI safely.