Artificial Intelligence Guidelines

Guidance for generative AI use

Generative AI is rapidly transforming how we work, create, and innovate at Eskimi, we’re ready to harness its full potential. As
we adopt this powerful technology to advance our strategic goals, we’re equally committed to using it responsibly and
securely.
Previous training sessions from our IT and Legal teams laid the foundation by introducing the basics of AI and its applications. However, as interest grows across the organization, so do the questions. This one-pager aims to answer the most frequently asked questions and provide clear, practical guidance on the safe and effective use of generative AI at Eskimi.

General principles:

Always review AI-generated content: All AI-generated outputs must be carefully reviewed and edited for accuracy, relevance, and appropriateness before use or sharing.
Do not input confidential or personal information: While the AI tools used at Eskimi do not train on your inputs, the data may still be processed by third-party services. To protect privacy and company security, never input:

- Personal data
- Trade secrets
- Confidential business information
- Customer or client data
- Passwords or encryption keys
- When possible use AI models with servers located in EU

Check AI-generated code for security risks: If you're using AI to generate code, always review it thoroughly and scan for any potential security vulnerabilities before use.

Use thoughtful prompts and apply creative oversight: When generating content, use clear and detailed prompts. Refine and adapt the output to ensure it reflects original input and human creativity.

This helps us retain copyright eligibility and demonstrate creative control in case of registration. Report any security issues immediately: If you detect a vulnerability or security incident related to AI use, report it right away via a Helpdesk ticket to the IT Admin.

If you have any questions about using generative AI at Eskimi, please reach out to your manager or the Legal team. You can also refer to the AI Use Policy document for detailed guidance.

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