## GENERATIVE AI GOVERNANCE AND ACCEPTABLE USE POLICY 26 MAY 2026

This document should be read with the Bar Standards' Board Guidance on the use of Artificial Intelligence and Other Technologies of 18 May 2026 and the Bar Council Updated guidance on generative AI for the Bar (last reviewed November 2025).

## 1. INTERPRETATION

1.1 Generative artificial intelligence is a subset of artificial intelligence focused entirely on content creation, in the case of use in law, text. Generative artificial intelligence large language models use machine learning algorithms to generate sequential text. Examples of generative AI tools include web based available products such as Microsoft Copilot, and products such as Thomas Reuters Co-counsel or Lexis Nexis+ Protégé.

1.2 Generative artificial intelligence models create content by recognising patterns and structures in training data. Generative artificial intelligence does not analyse the content of data, and it does not think for itself. It is, rather, a very sophisticated version of the sort of predictive text system. They use this understanding to generate results that enhance productivity by automating tasks such as research and drafting.

## 2. FUNCTION

2.1 The purpose of this policy is to set clear ethical and operational standards, ensuring responsible procurement and use of generative artificial intelligence ensuring adherence to legal and ethical standards; safeguarding client confidentiality, and maintaining trust and confidence, privacy and compliance with applicable law. It is designed to help protect sensitive data from cyber threats and unauthorised access, and ensure compliance with both the law and best practice, to promote transparency in the use of generative artificial intelligence and ensure that members of chambers and other staff are accountable for their use of generative artificial intelligence and what they produce using it. It also provides a framework for educating members of chambers about ethical and secure use of artificial intelligence.

2.2 This policy will be reviewed and updated regularly as technology advances, regulatory requirements change, and best practices in evolve. One Pump Court is committed to responsible, ethical and effective use of all artificial intelligence.

## 3. SCOPE

3.1 This policy is intended for all members of chambers, pupils and staff who are not members of chambers.

## 4. RESPONSIBILITY

### 4.1 Responsibilities for procurement

- Prior to procuring an AI system or other technology, must ensure it is able to fulfil the confidentiality and data processing responsibilities imposed by the Bar Standards Board Handbook (Core Duty 6, rC86), court procedure, and UK law
- Keep systems under review to ensure that updates do not compromise compliance with these principles
- Consider what training and support is needed to use the new technologies safely
- Consider what recourse users and/or clients may have if something goes wrong, and what may happen to any data or funds on ceasing to use the tool or if its provider goes out of business or ends support for the tool.
- Consider the business case for the use of generative AI

### 4.2 Responsibilities of all members of chambers

- Maintaining a basic level of competence in technology and to stay up to date on developments . Be aware of relevant technology available to support legal practice and the benefits and risks of general technologies that may impact your work, for example those adopted by opposing counsel or clients
- Identifying and responding appropriately to uses of generative AI by clients, instructing solicitors, and opposing counsel,
- Considering whether a lay client is relying on information or advice from an AI system, and if so whether the client understands the information they receive and whether it is accurate
- Understand any changes in the treatment of AI and other technologies under the law and court procedure

- Ensure that the technology will not compromise client confidentiality

### 4.3 Responsibilities of users

- Not to integrate any generative AI with chambers' systems without the prior approval of chambers, which is to be sought in the first instance by application to the Library and IT committee
- Familiarising themselves with Bar Standards Board Guidance of 18 May 2026
- Familiarising themselves with the Bar Council Updated guidance on generative AI for the Bar (last reviewed November 2025)
- Being aware of *Artificial Intelligence (AI) Guidance for Judicial Office Holders.* Courts and Tribunals Judiciary (31 October 2025).
- Ensuring that settings comply the confidentiality and data processing responsibilities imposed by the Bar Standards Board Handbook (Core Duty 6, rC86), court procedure, UK law and instructions, including by tailoring settings. Take particular care when software is updated that settings continue to comply with these standards.
- Maintaining the ability to evaluate the quality and reliability of their outputs, and to apply legal principles to outputs to reach reasoned decisions
- Understanding that the use of generative AI constitutes outsourcing a support service for the purposes of rC86 of the Code of Conduct, whether used for legal or administrative work. Ensuring that the terms of their use of AI systems (i.e. with the AI system provider) fulfil the conditions set out in rC86.3.
- Always weighing the potential risks and challenges associated with the use of generative artificial intelligence in a particular instance in light of their professional responsibilities
- Understanding that the ultimate responsibility for all their work remains with them
- Understanding the terms of service of the large language model you are using
- Ensuring ethical and lawful use of generative artificial intelligence systems.

- Understanding limitations: recognising that generative artificial intelligence may produce incorrect or biased outputs and ensuring review and validation of all generated content.
- Being aware of the risk of bias in generative AI: design interactions to minimise bias and using verification and corroboration to reduce these risks further
- The protection of data privacy and maintaining security protocols. The inputting of sensitive data, including personal, client and business sensitive data where it can be accessed other than by the individual user is strictly prohibited. Complying with all relevant data protection laws and chambers' policies
- Establishing AI audit logs that demonstrate the process used to generate the outputs relied on
- Staying informed about best practices in the use of generative artificial intelligence and reporting any problems promptly.
- Reporting problems: Promptly reporting any security breaches, misuse, or contravention of chambers policies.

### 4.4 Responsibilities of pupil supervisors and line managers

- Ensuring that those under your supervision who use generative artificial intelligence do so in compliance with ethical guidelines, legal requirements, and follow chambers' policies.
- Support pupils/staff to access necessary training and resources on ethical and secure use of generative AI

### 4.5 Responsibilities of data controllers

- Monitoring use for compliance with security standards and regulations.
- Setting data and prompt deletion policies;
- Assessing, implementing and maintaining robust security protocols to protect your systems from threats and vulnerabilities raising from using generative artificial intelligence

- Ensuring that personal and sensitive data processed by generative artificial intelligence is protected in accordance with your data protection policy and data protection legislation including the Data Protection Act 2018 and GDPR.
- Conduct and regularly review risk assessments to identify and mitigate potential security vulnerabilities in generative artificial intelligence that you are using.

## 5. UNACCEPTABLE USE

### 5.1 Unacceptable Use

5.1.1 Certain uses of generative artificial intelligence are prohibited

- Do not enter information or documents which could, taken alone or in conjunction with other material, identify individuals or legal persons into any generative artificial intelligence system unless you have satisfied yourself that you are uploading it to a vault to which only you have access.
- Do not enter information subject to legal professional privilege business sensitive information, intellectual property, confidential information, or personal data about any individual member of or working at One Pump Court unless you have satisfied yourself that you are uploading it to a vault to which only you have access.
- Do not input or use any copyrighted material or other intellectual property without proper clearance or permission from the information owner unless you have satisfied yourself that you are uploading it to a vault to which only you have access.
- Any sharing of confidential information by barristers is likely to be a breach of Core Duty 6 and rule rC15.5 of the Code of Conduct. Barristers should check the terms and conditions of any generative large language model system to satisfy themselves that the large language model is compliant with Core Duty 6, rule rC15.5, and any relevant data protection law
- Do not misrepresent AI-generated content as entirely human-generated without proper disclosure.
- Do not use generative AI tools if your client (either lay or professional) has expressly restricted you from doing so

Any concerns regarding misuse of AI should be reported to *** in the first instance.

### 5.2 Acceptable Use

5.2.1 Only AI tools approved by chambers may be integrated with chambers' systems

5,5.2 The following is considered to be acceptable and safe use of generative artificial intelligence:

- To enhance productivity and efficiency for example by conducting initial legal research, preparing first drafts of emails, chronologies, summaries or templates.
- When using generative artificial intelligence for research, members of chambers and other staff should ensure that the information gathered is from reputable sources and is relevant to their work. Generative artificial intelligence output is always to be validated by a human. Cross-check all information provided by generative artificial intelligence to maintain the integrity and reliability of the work produced. Ensure that you validate all output from generative artificial intelligence.
- Review and personalise all content generated by generative artificial intelligence to ensure that what you send out is you own work is specific to the task in hand.

### 5.3 Compliance Monitoring

**5**.3.1 Users and may be subject to investigation should any contravention of this policy be identified. Users should be aware the information processed by them may be subject to a request under the Freedom of Act.

### 5.4 Risk Management

5.4.1 Users shall respect the confidentiality and privacy of individuals; observe any restrictions that apply to sensitive data; and to abide by legislation, policies, procedures, and guidelines with respect to access, use or disclosure **of information.**

### 5.5 Review and Improvement

This policy is not exhaustive and will need periodic updates as technology advances, regulatory requirements change, and best practices evolve.

## 6. RELATED DOCUMENTS

- The Bar Standards' Board Guidance on the use of Artificial Intelligence and Other Technologies of 18 May 2026

https://www.barstandardsboard.org.uk/static/5e1baa5c-614c-4105-afae9a9ccdf8d97b/c0d1ed62-fcad-4a68-8ab810de5fa9b116/Artificial-Intelligence-Guidance-May-2026.pdf

- The Bar Council Updated guidance on generative AI for the Bar (last reviewed November 2025)

  https://www.barcouncilethics.co.uk/wp-content/uploads/2024/01/Considerations-when-using-ChatGPT-and-generative-artificial-intelligence-Nov-2025.pdf