

### SECURITY, INFRASTRUCTURE AND TRUST WORKING GROUP

FIGI

FINANCIAL INCLUSION GLOBAL INITIATIVE

## Digital Financial Services Consumer Competency Framework

**REPORT OF TRUST WORKSTREAM** 



SECURITY, INFRASTRUCTURE AND TRUST WORKING GROUP

# Digital Financial Services Consumer Competency Framework



#### DISCLAIMER

The Financial Inclusion Global Initiative (FIGI) is a three-year program implemented in partnership by the World Bank Group (WBG), the Committee on Payments and Market Infrastructures (CPMI), and the International Telecommunication Union (ITU), funded by the Bill & Melinda Gates Foundation (BMGF) to facilitate the implementation of country-led reforms to attain national financial inclusion targets, and ultimately the global 'Universal Financial Access 2020' goal. FIGI funds initiatives in three countries-China, Egypt and Mexico; supports working groups to address three distinct challenges for reaching universal financial access:

(1) the Electronic Payment Acceptance Working Group (led by the WBG),

(2) The Digital ID for Financial Services Working Group (led by the WBG), and

(3) The Security, Infrastructure and Trust Working Group (led by the ITU).

FIGI hosts three annual symposia to assemble national authorities, the private sector, and other relevant stakeholders to share emerging insights from the Working Groups and country level implementation.

This report is a product of the FIGI Security, Infrastructure and Trust Working Group, led by the International Telecommunication Union. The findings, interpretations, and conclusions expressed in this work do not necessarily reflect the views of the Financial Inclusion Global Initiative partners including the Committee on Payments and Market Infrastructures, the Bill & Melinda Gates Foundation, the International Telecommunication Union, or the World Bank (including its Board of Executive Directors or the governments they represent). The mention of specific companies, or of certain manufacturers' products does not imply that they are endorsed nor recommended by ITU in preference to others of a similar nature that are not mentioned. Errors and omissions excepted, the names of proprietary products are distinguished by initial capital letters. The FIGI partners do not guarantee the accuracy of the data included in this work. The boundaries, colours, denominations, and other information shown on any map in this work do not imply any judgment on the part of the FIGI partners concerning the legal status of any country, territory, city or area or of its authorities or the endorsement or acceptance of such boundaries.

#### © ITU 2020

Some rights reserved. This work is licensed to the public through a Creative Commons Attribution-Non-Commercial-Share Alike 3.0 IGO license (CC BY-NC-SA 3.0 IGO). Under the terms of this licence, you may copy, redistribute and adapt the work for non-commercial purposes, provided the work is appropriately cited. In any use of this work, there should be no suggestion that ITU or other FIGI partners endorse any specific organization, products or services. The unauthorized use of the ITU and other FIGI partners' names or logos is not permitted. If you adapt the work, then you must license your work under the same or equivalent Creative Commons licence. If you create a translation of this work, you should add the following disclaimer along with the suggested citation: "This translation was not created by the International Telecommunication Union (ITU). ITU is not responsible for the content or accuracy of this translation. The original English edition shall be the binding and authentic edition". For more information, please visit https://creativecommons.org/licenses/by-nc-sa/3.0/igo/

### **About this report**

This report was written by Vijay Mauree, ITU, and Jami Solli, GALA. The authors would like to thank Charlyne Restivo, ITU, for carefully reviewing and editing the report. The following organizations provided their feedback and inputs on the report: Bank of Ghana, Communications Authority of Kenya, Bangladesh Bank, CUTS International India, the State Bank of Pakistan, Otoritas Jasa Keunangan Indonesia (OJK-Financial Literacy Unit) and the St. Louis Federal Reserve Bank (Economic Education Unit, USA).

The authors would like to thank the members of the Security, Infrastructure and Trust Working Group for its valuable feedback. The opinions expressed in this report are those of the author and do not necessarily reflect the views of the International Telecommunication Union or its membership.

If you would like to provide any additional information, please contact Vijay Mauree at tsbfigisit@itu.int.

### Contents

| Ab | out t  | his report   |    |
|----|--------|--|----|
| Ex | ecutiv | /e Summary   | 6  |
| Ac | ronyr  | ns and Abbreviations   | 8  |
|    |        | oduction   |    |
| 2  | The    | DFS Consumer and the role of the regulator in financial literacy | 10 |
| 3  | DFS    | Consumer Competency Framework                                    | 11 |
|    | 3.1    | Pre-transaction phase  | 13 |
|    | 3.2    | Transaction Phase  | 19 |
|    | 3.3    | Post-transaction Phase   | 23 |
| 4  | Con    | clusion  | 25 |

### **Executive Summary**

Digital financial services (DFS) has the potential to increase financial inclusion for vulnerable populations, including women, and to close the gender gap in access to financial services in low- and middle-income countries (LMICs), which is key to achieving the United Nations Sustainable Development Goals (SDGs) - i.e. the fifth goal on gender equality. However, although the number of people with a DFS account has been rising over the years, usage has not kept pace. DFS usage still poses some challenges for consumers. DFS consumers must be able to use the new technologies for financial transactions in a secure manner, and also must have the necessary competences to understand the risks and make informed decisions when using digital financial services. This has a direct impact on consumer trust and usage of DFS. Consumer competencies and strong institutional frameworks in times of crises have proven particularly critical. Given the unprecedented shock caused COVID-19, across sectors and particularly in DFS, we are witnessing new types of fraudulent schemes and other issues which may challenge consumer competencies. Today more than ever, consumers and financial authorities worldwide should invest in building

strong competencies, so they can manage shocks and navigate the world of DFS more securely and confidently.

The DFS Consumer Competency Framework identifies the knowledge, skills and attitudes consumers need to participate actively, safely and have trust in the digital financial services ecosystem. The DFS Consumer Competency Framework is intended for use by public authorities, regulators, DFS providers and policymakers when developing consumer education/training programmes for digital financial services. The DFS Consumer Competency Framework will provide guidance to policymakers, national regulators and DFS providers when developing consumer awareness and literacy programmes as part of the DFS/financial inclusion strategy. Regulators and DFS providers can select from the skills that are critical and which are most relevant to their consumer awareness and literacy programmes.

These consumer competency guidelines are not intended to substitute the suitability requirements or other obligations of the service provider.

| DFS transaction Phase  | Competences   |
|------------------------|---|
|                        | CA 1.1 Search for information about costs, quality and terms of conditions of the service.  |
|                        | CA 1.2 Compare information on costs, quality and terms of conditions of the service.  |
| Dra transaction (CA1)  | CA 1.3 Evaluate the commercial information provided and suitability for purpose.  |
| Pre-transaction (CA1)  | CA 1.4 Manage digital identity and credit profile.  |
|                        | CA 1.5 Understand how to access digital financial service in a secure manner.   |
|                        | CA 1.6 Understand what is personal data and the related risks to personal data.   |
|                        | CA 2.1 Understand how an electronic payment is initiated using digital channels <sup>15</sup> and the conditions for the transactions to be completed (i.e. receiver receives payment). |
|                        | CA 2.2 Make payments and accessing finance through digital channels.  |
| Transaction (CA2)      | CA 2.3 Understand the terms and conditions of the DFS provider, including related costs and risks.  |
|                        | CA 2.4 Manage personal data and privacy.  |
|                        | CA 2.5 Protect health and safety.   |
|                        | CA 3.1 Share information with the service providers (i.e. feedback) and other consumers online.   |
| Dest transaction (CA7) | CA 3.2 Know consumer rights and how to obtain redress.  |
| Post-transaction (CA3) | CA 3.3 Know the responsible regulator to approach with intractable problems and the mechanism for doing so.   |
|                        | CA 3.4 Keep up to date on developments in digital financial services.   |

The DFS Consumer Competency Framework considers the following DFS transaction process cycle:

- Pre-transaction phase.
- Transaction phase.
- Post-transaction phase.

The DFS Consumer Competency Framework identifies 15 competences across the three phases of the DFS transaction cycle giving a total of 87 knowledge areas, 72 skill areas and 64 proactive attitude steps as shown above.

The DFS Consumer Competency Framework also identifies the skills for vulnerable groups (i.e. women, youth, the elderly and disabled) to be able to use DFS securely and safely. These competences are indeed aspirational, but ultimately necessary for all DFS consumers, including the most vulnerable, to use DFS with confidence, with the appropriate skill set, and to be well protected and financially included. Moreover, while users need to be competent, this should not absolve DFS providers of the responsibility of providing suitable financial products on fair terms and conditions. Similarly, the financial consumer protection legal and regulatory framework must be strong and enforced.

The DFS Consumer Competency Framework is meant to be a living document and should be regularly updated as the services and technology evolve over time.

### **Acronyms and Abbreviations**

| ADB  | Asian Development Bank                       |
|------|--|
| ADR  | Alternative Dispute Resolution               |
| AR   | Augmented Reality                            |
| CGAP | Consultative Group to Assist the Poor        |
| CVV  | Card Verification Value                      |
| DFS  | Digital Financial Services                   |
| GDPR | General Data Protection Regulation           |
| ICT  | Information and Communications Technology    |
| ITU  | International Telecommunication Union        |
| KYC  | Know Your Customer                           |
| LMIC | Low and Middle Income Countries              |
| P2B  | Person to Business                           |
| P2G  | Person-to-Government                         |
| P2M  | Person-to-Merchant                           |
| P2P  | Person-to-Person                             |
| PIN  | Personal Identification Number               |
| SDG  | United Nations Sustainable Development Goals |
| SIM  | Subscriber Identification Module             |
| URL  | Uniform Resource Locator                     |
| USA  | United States of America                     |
|      |  |

## Digital Financial Services Consumer Competency Framework

#### **1** INTRODUCTION

New technologies and the digital provision of payment and other financial services are rapidly changing the landscape of finance in both developed and developing economies. E-money issuers and social media platforms such as WeChat, Alipay, Google, and most recently WhatsApp (in India), have reshaped financial/payment services, leveraging the vast amounts of data they harvest from consumers' online purchases, conversations in the form of text, audio, video, emails, social network posts and combining them to deliver new, targeted, frictionless financial services with minimal product development timelines. Similarly, these platforms are a conduit of information for financial consumers.

Whilst DFS innovations offer a great opportunity for expanding financial services to larger numbers of people, especially the financially excluded and women, they also pose challenges for consumers who must be able to use the new technologies for financial transactions in a secure manner, having the trust and necessary competences to understand the risks, and make informed decisions when using digital financial services. DFS implementations have suffered from infrequent continuous usage despite high registration numbers. Active usage depends on many factors; however, one crucial factor is to ensure consumers have the necessary skills and knowledge to trust and competence to use the service. Moreover, low financial literacy rates globally suggest that more attention needs to be paid to improving DFS competences; and the failure to do so not only puts vulnerable financial consumers and potentially financial systems at risk, but it also makes the job of the financial and telecom regulators more difficult.

The main purpose of this report is to recommend a framework that identifies the core competences that DFS consumers are generally expected to have in order to effectively make use of digital financial services.

DFS Consumer Competency Framework identifies the knowledge, skills and attitudes consumers need to participate actively, safely and have trust in the digital financial services ecosystem. The DFS Consumer Competency Framework is intended for use by public authorities, regulators, DFS providers and policymakers when developing consumer education/training programmes for digital financial services.

#### 2 THE DFS CONSUMER AND THE ROLE OF THE REGULATOR IN FINANCIAL LITERACY

There is no typical DFS consumer. However, financial literacy levels globally, are low. In this regard, financial inclusion rates are almost always significantly higher than financial literacy rates. And, financial literacy levels are particularly low amongst vulnerable populations; including the elderly, youth, females and disabled segments of society. For example, financial literacy levels in developing countries can dip as low as only 5 - 7 percent amongst these segments of the population, which may hinder their ability to adequately identify financial services that best suit their needs. They may also be more susceptible to unfair financial practices and even financial fraud, which is growing exponentially, and increasingly becoming complex and personal, with the rise of social networks. In fact, even in developed economies where financial literacy levels are at their apex; such as in Norway, Denmark and Sweden, financial literacy levels are at about 71 percent of population which is deemed financially literate. Comparatively, this figure drops to 57% in the USA, to 35% in Brazil and to 14% in Albania.<sup>1</sup>

Yet, financial inclusion figures in all of the above countries easily surpasses financial literacy rates; suggesting consumers may be using financial services they do not understand or which are not appropriate to their needs, at a price they cannot afford, and upon terms they cannot understand<sup>2</sup>, often as a result of mis-selling. An example of a worst-case scenario of consumers utilizing financial products that they do not understand comes fromAndhra Pradesh in 2010 when microcredit borrowers took on multiple short term high interest rate debt, causing a wave of defaults and countless debtor suicides.

In 2019, the Asian Development Bank (ADB) supported the financial sector regulator, Otoritas Jasa Keuangan (OJK) in Indonesia to conduct an assessment of financial behaviour, knowledge, sources of information regarding financial services, and the education/career/life goals of the targeted group which was youth ages 15-30. Over 5,000 youth responded to the online survey and there were also over a hundred face to face interviews and separate focus group discussions to obtain further insights into youth financial behaviour in particular. Results will be published in 2020 and illustrate that youth are very likely to utilize DFS (including for online banking and e-commerce), and tend to be more confident in their own competences and knowledge than their actual performance on financial knowledge based questions indicates is truly the case. For example, a significant percentage of youth did not appreciate the distinction between gross and net income. And a large number of youths failed to recognize the clear signs of a potential financial fraud. On a positive note, over 90% of respondents were very interested to participate in further financial literacy programs, if they were offered in an interactive and engaging manner.

In Kenya, the 2019 FinAccess Household Survey conducted by the Central Bank and the Bureau of National Statistics assessed a combination of awareness, knowledge, skills, attitudes and behaviour necessary to make sound financial decisions and covered some 11,000 households. The main findings of the survey revealed that more males (40.8%) than females (38.7%) make financial decisions on their own. The survey findings highlight the other emerging areas such as rapid uptake of unregulated digital apps loans, persistent reliance on family and friends for financial services information rather than professional financial advisors, and generally low financial health and literacy.<sup>3</sup> Moreover, the survey also showed that when it comes to computing the interest costs on financial loans, more men (48.8%) were able to compute the interest costs correctly than women (36.9%). At the national level, this figure was 42.7% of the population able to compute the interest cost correctly. When it comes to reading and interpreting transaction costs in an SMS, 58.1% of the population were able to do this correctly and again more men (63.7 %) were able to make the correct interpretation as compared to women (52.2 %).

In fact, research findings by various entities, including the National Bureau for Economic Research as well as the Asian Development Bank survey previously mentioned in Indonesia concluded that financial consumers, in particular, the young and the old are actually over confident of their own financial knowledge and abilities<sup>4</sup>; believing their knowledge of the financial services to be more sound than it actually is.<sup>5</sup> This should be of concern to financial sector regulators in particular because DFS services, by virtue of their digital nature will have greater appeal to digital natives, who are not necessarily financially literate, but who tend to be users of the latest financial apps, including the very popular digital credit and P2P loans and online budgeting services, where consumers share private, sensitive, financial data, without having full understanding of provider's privacy protections (if any)<sup>6</sup>.

Further, a recent CGAP study in East Africa concluded that DFS borrowers tend to be young, urban males who have a high incidence of default (i.e. 31% in Tanzania) and late payment rates of up to 40%. CGAP's study also highlighted that the ease of DFS loans may encourage *gamification* of debt (borrowing and rapidly repaying solely to increase one's credit availability), as well as outright gambling in a significant percentage of the borrowers surveyed.<sup>7</sup> This has led to increase in small loan default, and potential financial exclusion, due to having a negative listing by credit bureaus.<sup>8</sup>

Of even greater concern is that, for the bulk of consumers, even when they do possess basic financial literacy, they probably are not reading the terms and conditions of financial services.<sup>9</sup> In 2016, the ITU conducted a review of 18 different DFS terms and conditions and enumerated various consumer protection and competition law concerns regarding the majority of the agreements reviewed, including illegal limitations on consumers' right to redress<sup>10</sup>. In the research of Professor Kevin Butler, University of Florida, conducted by reviewing 54 DFS agreements noted that half of these agreements lacked a data

privacy clause whatsoever and another half did not inform the user what data was being collected.<sup>11</sup>

Thus, DFS consumers, even if highly financially literate which is unlikely to be the case<sup>12</sup> do still require a market conduct regulator to review DFS agreements to ensure fairness and legality of same. Furthermore, because DFS agreements are considered contracts of adhesion, and therefore consumers, even if they disagree with the terms have no real power to negotiate a new agreement with DFS providers. Their only alternative is to not use the service; period. This may not be possible in an era where cashless transactions are becoming the norm, or when salaries or government benefits are received via digital payments for example.

In short, a high quality, engaging financial literacy program should be integrated into the national education system, in an ideal world. It should also be included in any national financial inclusion strategies. Given that this may take time, the role of the regulator in defining the core consumer competences for digital financial services becomes all the more critical<sup>13</sup>.

#### **3 DFS CONSUMER COMPETENCY FRAMEWORK**

The Framework covers core consumer protection issues in digital financial services, such as fair and transparent information about the service; information about the costs for service; dispute resolution and redress mechanisms, data protection, and payment credentials protection among others.

DFS consumer competences as described in this report combine knowledge, skills, and proactive attitudes. Competences are aligned with the European Commission Recommendation of key competences for lifelong learning, which defines competence as the sum of knowledge, skills, and attitudes.

The objectives of the DFS Consumer Competency Framework are to identify the basic competences and skills that will enable consumers to:

 a) Engage in financial transactions using digital channels;

- b) Make informed choices and clearly understand pricing and relevant terms and conditions;
- c) Use safely and avoid falling victim to fraudulent or deceptive marketing practices;
- d) Understand the risks of failure to protect data privacy in digital financial services;
- e) Engage with grievance redress and recourse mechanisms if things go wrong;
- f) Identify skills that more vulnerable populations (e.g women, youth, the elderly and disabled) may need to make informed, safe, confident use of DFS;
- g) Identify skills for people with disabilities to make best use of DFS.

Consumers need a set of competences to engage in DFS transactions, to make informed choices, identify and report suspicious products and service providers, to increase their welfare, efficiently enforce their rights, and to have confidence and trust in the digital financial system. Given the rapid pace of change in the DFS landscape, consumers' knowledge, skills and attitudes need continual adjournments.

The DFS Consumer Competency framework goes hand in hand with consumer protection legislation in providing a safe digital financial services experience for all. The intended audience include public authorities, consumer groups, consumer education experts, policymakers, and regulatory agencies, as well as private actors and civil society.

The DFS Consumer Competency Framework considers the following DFS transaction process cycle:

- Pre-transaction phase.
- Transaction phase.
- Post-transaction phase.

For each phase, the competences, the knowledge, skills and proactive attitudes are outlined. The competences identified for each DFS transaction phase is shown in Table 1 below.

| DFS Transaction Phase  | Competences   |
|------------------------|---|
|                        | CA 1.1 Search for information about costs, quality and terms of conditions of the service <sup>14</sup> .   |
|                        | CA 1.2 Compare information on costs, quality and terms of conditions of the service.  |
| Pre-transaction (CA1)  | CA1.3 Evaluate the commercial information provided and suitability for purpose.   |
|                        | CA 1.4 Manage digital identity and credit profile.  |
|                        | CA 1.5 Understand how to access digital financial service in a secure manner.   |
|                        | CA 1.6 Understand what is personal data and the risks to personal data.   |
|                        | CA 2.1 Understand how an electronic payment is initiated using digital channels <sup>15</sup> and the conditions for the transactions to be completed (i.e. receiver receives payment). |
|                        | CA 2.2 Make payments and accessing finance through digital channels.  |
| Transaction (CA2)      | CA 2.3 Understand the terms and conditions of the DFS provider, including related costs and risks   |
|                        | CA 2.4 Manage personal data and one's privacy.  |
|                        | CA 2.5 Protect health and safety.   |
|                        | CA 3.1 Share information with the service providers (i.e. feedback) and other con-<br>sumers online.  |
|                        | CA 3.2 Know consumer rights and how to obtain redress.  |
| Post-transaction (CA3) | CA 3.3 Know the responsible regulator to approach with intractable problems and the mechanism for doing so.   |
|                        | CA 3.4 Keep up to date on developments in digital financial services.   |

#### Table 1: Competences for each DFS transaction phase

#### 3.1 Pre-transaction phase

The competences for the pre-transaction phase are as follows:

#### 1.1 Search for information about cost, quality and terms of conditions of the service

To search for and access information related to digital finance. To know where to obtain the information needed regarding the various cost (direct and indirect) options for a DFS provider service and the terms and conditions of the service.

| Knowledge area  | CA1.1-K1 Recognize that consumers should understand the exact costs (both direct<br>and indirect) and evaluate affordability for using the service if they want to bear these<br>costs before engaging in the transaction. [For gender sensitivity: Include also informa-<br>tion about the relevance of the digital financial inclusion service product]. |
|-----------------|--|
|                 | CA1.1-K2 Understand that they need to read, watch, listen and comprehend the DFS provider terms and conditions, including steps to use before accepting to use the service.  |
|                 | CA 1.1-K3 Differentiate the selected product from similar products.  |
|                 | CA 1.1-K4 Understand the audio or visual medium used for advertising the product or service.   |
| Skills area     | CA1.1-S1 Know how to identify the costs for using the service.   |
|                 | CA1.1-S2 Know whether the terms and conditions stated are fair to consumers and leg-<br>islation in place.   |
|                 | CA 1.1-S3 Know how to compute the cost of the service.   |
|                 | CA 1.1-S4 [For gender sensitivity: Know the range of financial products and services women can access from the DFS provider].  |
| Proactive steps | CA1.1-P1 Search for information about the costs for the service in the appropriate loca-<br>tions.   |
|                 | CA1.1-P2 If unsure, contact the DFS provider consumer information contact to obtain relevant information or if necessary, the appropriate regulator.   |
|                 | CA1.1-P3 Contact other users of the DFS service to confirm the cost and terms of con-<br>ditions.  |
|                 | CA1.1-P4 Take advice from consumer advocacy organizations about costs, terms and conditions and service provision of service provider.   |
|                 | CA1.1-P5 Searching and analysing different DFS options and comparing them with available savings and desired objective to be met by DFS service providers.   |

#### 1.2 Compare information on costs, quality and terms of conditions of the service

To compare commercial offers using comparison tools, websites and channels and approach authorised intermediaries to obtain appropriate information to compare costs and terms and conditions of different commercial offers.

To compare and critically evaluate information on DFS purchasing terms and conditions.

| CA 1.2-K1 Be aware of one's requirements, goals, financial capability and one's budget for the use of DFS (ex: transaction costs).  |
|---|
| CA 1.2-K2 Know how much the DFS service will cost, directly and indirectly, based on information provided by the DFS Provider and any laws that require the provider to provide details of the transaction charges prior to the transaction.                            |
| CA1.2-K3 Know the cost components underpinning the DFS service, including taxes, if any, cost in case of default or delayed repayments, if relevant.  |
| CA1.2-K4 Know about cost comparison tools available online (apps, portals, sites) and how to use them.  |
| CA1.2-K5 Recognize that price comparison results may be incomplete, inaccurate or impartial, as they might be influenced by advertising and/or marketing.   |
| CA1.2-K6 Understand the DFS provider's obligations, particularly in terms of transparency and providing relevant information, as well as one's own obligations.   |
| CA1.2-K7 Recognize the key terms and conditions of the DFS service, including the manner in which DFS service provider could use the data shared and identify when essentials terms are missing from the user agreement (example data protection clauses or penalties). |
| CA1.2-K8 Know the range of products and services of DFS provider and how best they can serve one's needs.   |
| CA1.2-K9 Know about authorized agents and intermediaries who could provide relevant information to enable comparison.   |
| CA1.2-S1 Be able to count, read and write numbers and apply basic mathematics.  |
| CA1.2-S2 Be able to comprehend audio and video instructions on the conditions of service.   |
| CA1.2-S3 Know how to use online price comparison tools that compare quality, price, terms and conditions.   |
| CA1.2-S4 Able to understand DFS user agreements, terms and conditions of service and legal and pricing terminology.   |
| CA1.2-S5 Know where to obtain legal aid if agreements are unfair/illegal.   |
| CA1.2-S6 Know the rights and responsibilities of the consumer.  |
| CA1.2-S7 Know how to approach authorised intermediaries to obtain additional informa-<br>tion and necessary clarifications.   |
| CA1.2-P1 Actively compare offers from different DFS providers so as to make informed choices.   |
| CA1.2-P2 Critically evaluate the reliability, impartially and accuracy of the information on comparison websites and other channels.  |
| CA1.2-P3 Access competent and professional advice and assistance preferably from an independent third party when needed (for example, consumers associations).  |
| CA1.2-P4 Approach intermediaries to get complete and relevant information about terms and conditions of different service providers.  |
|   |

Г

| 1.3 Evaluate the commercial information provided, and suitability for purpose   |  |  |
|---|--|--|
| To critically evaluate various marketing and advertising methods and activities promoting the service. To recognise how advertising and commercial communication can influence one's choices as a consumer. |  |  |
| Knowledge Area  | CA1.3-K1 Understand whether the preferred service is suitable for consumer's purpose and budget.   |  |
|   | CA1.3-K2 Be aware that the commercial offer might be subject to different marketing and advertising methods to influence and stimulate purchase.   |  |
|   | CA1.3-K3 Be aware of hidden charges and fees by other names and penalties.   |  |
|   | CA1.3-K4 Be aware that personal data may be collected and for what purpose even if the service is provided free of (direct) charges.   |  |
|   | CA1.3-K5 Be aware that the advertised product (including appearance and content) may be different from actual product on sale.   |  |
|   | CA1.3-K6 Be aware of applicable regulations and policies regarding marketing and advertis-<br>ing methods, terms and conditions, charges and fees.   |  |
| Skills Area   | CA1.3-S1 Identify whether the commercial information and the provider are reliable.  |  |
|   | CA1.3-S2 Distinguish commercial messages from unbiased consumer information.   |  |
|   | CA1.3-S3 Be aware of gender bias in advertisement.   |  |
|   | CA1.3-S4 Be able to identify Unlicensed Digital Investment Schemes(digital Ponzi schemes), false statements, and omission of important facts or misleading information by the provider, including legislation which bans such conduct. |  |
|   | CA1.3-S5 Be able to identify the fundamental benefits and risks of the product or service.   |  |
|   | CA1.3-S6 Be able to identify terms and conditions which are too good to be true, i.e. offer-<br>ing exemplary returns within a short duration.   |  |
|   | CA1.3-S7 Keep regular and updated records of income and expenditures, compare these records on a regular basis.  |  |
|   | CA1.3-S8 Establish short, medium and long term goals to be met by DFS considering the financial situation of the consumer.   |  |
| Proactive Steps   | CA1.3-P1 Be skeptical of advertising and promotional practices noting that they may be misleading or gender biased.  |  |
|   | CA1.3-P2 Base purchasing choices on actual information, rather than generated by targeted advertisement, and on genuine user requirements and needs.   |  |
|   | CA1.3-P3 Check the contract for the DFS provider's and consumer's liability in case of fraud and security measures implemented to protect financial services transactions and consumer data.   |  |
|   | CA1.3-P4 Be aware that abusive fees and charges can lead to sanctions.   |  |
|   | CA1.3-P5 Be able to contact the DFS provider for further clarification about the promotion-<br>al information.   |  |
|   | CA1.3-P6 Check the contract and regulatory provisions for consumer rights and obliga-<br>tions <sup>16</sup> .   |  |

#### 1.4 Manage digital identity and credit profile

To understand what a digital identity is and how it can be used for KYC purposes and how it enables the consumer to access DFS securely. To understand that one's credit profile as a digital consumer can be established, modified, manipulated and exploited, and thus it needs to be regularly reviewed. To manage the data that one generates through their DFS transactions.

| CA1.4-K1 Know that digital identity data is analyzed for marketing purposes and know-<br>ing which type of information is processed by certain services (ex: geolocation data).   |
|---|
| CA1.4-K2 Be mindful of one's digital footprint and reputation and understanding the benefits and risks of having several online profiles.   |
| CA1.4-K3 Understand the importance of protecting login credentials against identi-<br>ty/privacy and security theft. [For gender sensitivity: Explain why it is important for<br>women to own their own mobile device for DFS]. |
| CA1.4-K4 Understand the digital identity and the general KYC requirements of DFS.   |
| CA1.4-K5 Know the benefits and risks of being a digital consumer, when your digital identity is captured by the DFS provider.   |
| CA1.4-S1 Use digital tools available to create, manage, or delete one's online profile from a commercial platform.  |
| CA1.4-S2 Remember that pricing discrimination can occur based on gender and the digital identity data available online.   |
| CA1.4-S3 Be able to determine if the credit being offered is actually needed or not.  |
| CA1.4-S4 Be able to securely protect one's login credentials and digital identity from potential fraud.   |
| CA1.4-S5 Use privacy and data protection tools for securing online information and data <sup>17</sup>   |
| CA1.4-P1 Claim one's rights <sup>18</sup> , and be aware of online tracking, such as incognito search options.  |
| CA1.4-P2 Take active steps to review one's digital profile and make necessary correc-<br>tion, if required.   |
| CA1.4-P3 Ensure that terms and conditions of usage of digital profiles by DFS providers are clearly communicated to consumers.  |
|   |

| To understand how to use DFS services securely and protect oneself from online threats. To understand the risks of dis-<br>closing login credentials and how to manage them in a secure manner. |   |  |
|---|---|--|
| Knowledge area  | CA1.5-K1 Know how to recognize and detect fraudulent emails, (phishing, vishing and social engineering scams), texts and calls.   |  |
|   | CA1.5-K2 Know not to disclose login credentials to third parties to help perform trans actions.   |  |
|   | CA1.5-K3 Know how to protect the mobile phone used for DFS transactions, including protection against SIM swaps.  |  |
|   | CA1.5-K4 Know the risks and dangers that come when transacting online and using digital financial services.   |  |
|   | CA1.5-K5 Know basic good practices to prevent common types of cyber threats.  |  |
|   | CA1.5-K6 Know how to use multifactor authentication and biometrics and why they are safer for accessing DFS (may not be applicable in all countries <sup>19</sup> ).  |  |
| Skills Area   | CA1.5-S1 Evaluate one's phone security feature/detect weak security features <sup>20</sup> .  |  |
|   | CA1.5-S2 Assess the DFS platform and make sure it is safe and secure.   |  |
|   | CA1.5-S3 Manage different usernames and passwords for login to one's online profile<br>and access different digital services, and avoid use of the same username/password<br>for multiple online services <sup>21</sup> . |  |
|   | CA1.5-S4 Apply critical thinking when receiving social engineering scams (i.e.: recog-<br>nizing the methods used by scammers) <sup>22</sup> .  |  |
|   | CA1.5-S5 Do not leave money with agents to carry out transactions on one's behalf <sup>23</sup> .   |  |
|   | CA1.5-S6 Do not engage with Smishing emails or messages - i.e. use of phone calls of SMS to gather personal information such as account details, PINs or passwords or other consumer identification details.              |  |
|   | CA1.5-S7 Use multifactor authentication and biometrics for accessing digital financial services.  |  |
|   | CA1.5-S8 Protect your biometrics.   |  |
| Proactive steps   | CA1.5-P1 Set strong passwords which are changed frequently.   |  |
|   | CA1.5-P2 Engage with reputable and trusted DFS providers.   |  |
|   | CA1.5-P3 Secure devices (lock screen) when not using one's device and set password to prevent unauthorised access to financial app.   |  |
|   | CA1.5-P4 Customize privacy settings on one's online accounts.   |  |
|   | CA1.5-P5 Discontinue use of any agent who asks for customers' PIN immediately.  |  |
|   | CA1.5-P6 Check financial statements regularly.  |  |
|   | CA1.5-P7 Use SMS update facility.   |  |

Г

| 1.6 Understand what is personal data and the risks to personal data   |  |  |
|---|--|--|
| To understand how data will be used. To understand the risks related to sharing personal information, and protect one-<br>self and others from risks. |  |  |
| Knowledge Area  | CA1.6-K1 Know that data is a valuable source of information which might be subject to theft and can cause potential harm to the individual.  |  |
|   | CA1.6-K2 Know that data can be collected and shared without the authorization from<br>the individual and might be used for a different purpose other than the one initially<br>stated  |  |
|   | CA1.6-K3 Know not to disclose any personal information about one's DFS account .   |  |
|   | CA1.6-K4 Know that personal data can be sold and used by third parties for targeted marketing.   |  |
|   | CA1.6-K5 Know your rights under existing data protection and privacy laws.   |  |
|   | CA1.6 -K6 Know what personal data will be collected by the DFS provider and the implications.  |  |
| Skills Area   | CA1.6-S1 Understand what data is being collected, how it will be used, and what options one has regarding such use, how long the information will be retained and whether the data will be disclosed to third parties, and how users can enforce their rights. |  |
|   | CA1.6-S2 Understand what informed consent is, how and when to consent and how it can be withdrawn <sup>24</sup> .  |  |
|   | CA1.6-S3 Understand that data (such as financial data) can be collected and result in the provision (or denial) of DFS. [For gender sensitivity: Understand that such inferences can be gender biased and therefore condition the access of women to DFS].     |  |
|   | CA1.6 -S4 Understand the extent to which customer data will be shared with third par-<br>ty service providers.   |  |
| Proactive steps   | CA1.6-P1 Make informed choices based on the evaluation of the risks to personal data.  |  |
|   | CA1.6-P2 Responsibly protect one's and other's personal data when using DFS  |  |
|   | CA1.6-P3 Deny the DFS provider permission to collect sensitive information not nec-<br>essary for the service being offered.   |  |
|   | CA1.6-P4 Critically evaluate what information are you share.   |  |

#### **3.2 Transaction Phase**

The competences for the transaction phase are as follows:

2.1 Understand how an electronic payment is initiated using digital channels<sup>25</sup>, and the conditions for the transactions to be completed (i.e. receiver receives payment)

To understand the role and responsibility of all stakeholders involved in the transaction chain.

| Knowledge area  | CA2.1-K1Be aware of the various digital channels available/different payment meth-<br>ods [For gender sensitivity: Include also information about the importance of mobile<br>phones for bridging financial inclusion gap and why it is important for women to own<br>their mobile device]. |
|-----------------|---|
|                 | CA2.1-K2 Understand the breakdown of the electronic payment transaction and its agents (i.e. understand one's role in the chain).   |
|                 | CA2.1-K3 Understand that consumer assets including deposits require appropriate controls/insurance.   |
|                 | CA2.1-K4 Understand what digital tools can help persons with disabilities access financial services.  |
|                 | CA2.1-K5 Understand the complete process of initiating DFS transaction on the digi-<br>tal platform.  |
|                 | CA2.1-K6 Be aware that the amount may be transferred following a delay.   |
|                 | CA2.1-K7 Be aware of the role of intermediaries in the transaction, and the commis-<br>sion they are authorised to charge to enable the transaction.  |
| Skills area     | CA2.1-S1 Be able to register and set up an account for such transaction.  |
|                 | CA2.1-S2 Be able to follow the various steps of the transaction.  |
|                 | CA2.1-S3 Be able to check if the transaction has been successfully completed.   |
|                 | CA2.1-S4 Verify that commissions that are charged are as advertised.  |
|                 | CA 2.2-S5 Accessibility – understand how to use a mobile phone with braille keys and accessibility features on smartphones.   |
|                 | CA 2.2-S6 Accessibility – Be able to use a multi-lingual chatbot that leverages aug-<br>mented reality (AR) technology to help persons who can't read or understand written<br>materials <sup>26</sup> .  |
|                 | CA2.1-S7 Be able to select the most convenient and affordable DFS product available.  |
| Proactive steps | CA2.1-P1 Verify receipts and statements, particularly the amount transacted, and the accounts involved.   |
|                 | CA2.1-P2 Verify whether transactions were correctly completed, and the correct amount of funds were transferred to the appropriate account.   |
|                 | CA2.1-P3 Verify the final cost of the product before accepting or activating the trans-<br>action.  |

| 2.2 Carry out DFS transactions securely                       |  |  |
|---|--|--|
| To safely make e-payments and use digital financial services. |  |  |
| Knowledge Area  | CA2.2-K1 Know that digital channels allow access to bank accounts and payment services anytime, anyplace, including in the absence of internet connection.   |  |
|   | CA2.2-K2 Know how to make a financial transaction using the mobile phone in a secure manner.   |  |
|   | CA2.2-K3 Know the security risks of using DFS.   |  |
|   | CA2.2-K4 Know the security features of and threats of both feature phones and smartphones.   |  |
|   | CA2.2-K5 Know how to use a digital wallet for financial transactions.  |  |
|   | CA2.2-K6 Know the benefits of multi factor authentication in DFS and why it is more secure.  |  |
|   | CA2.2-K7 Know what security software should be installed on the mobile device to secure DFS payments where smartphones are being used.   |  |
|   | CA.2.2-K8 Know what are the common digital financial services, their risks and the benefits.   |  |
|   | CA.2.2-K9 Know what features a crowdfunding platform provides and how to use it<br>[For gender sensitivity: Include information about crowdfunding platforms for women<br>and women entrepreneurs and their services].   |  |
|   | CA2.2-K10 Know what a strong password is.  |  |
|   | CA2.2-K11 Know the ability to preschedule/automate financial payments, benefits and risks in doing so.   |  |
|   | CA2.2-K12 Differentiate between a legitimate DFS application and a fake application.   |  |
| Skills Area   | CA2.2-S1 Use multi factor authentication and biometrics to effect DFS transactions safely.   |  |
|   | CA2.2-S2 Be able to recognise social engineering attacks which seek to obtain user login credentials and personal information.   |  |
|   | CA2.2-S3 Be able to recognise fraudulent messages related to DFS and phishing attacks, including messages requiring clicking on suspicious links <sup>27</sup> .   |  |
|   | CA2.2-S4 Be able to recognise that the payment is secure <sup>28</sup> .   |  |
|   | CA2.2-S5 Be able to challenge a payment and obtain reimbursement or compensa-<br>tion in the event of fraud.   |  |
|   | CA 2.2-S6 Be able to use an array of DFS and know the benefits thereof <sup>29</sup> . [For gender sensitivity: Include also information about how to use digital financial service platforms for managing savings and control of money to run their households and business]. |  |
|   | CA2.2-S7 Be able to change login credentials if a security breach/compromise is suspected.   |  |
| Proactive steps   | CA2.2-P1 Minimize risks related to the use of DFS, including financial risks.  |  |
|   | CA2.2-P2 Use multifactor authentication if available.  |  |
|   | CA2.2-P3 Read about the types of security measures used in DFS for consumers to protect their mobile devices and ensure integrity of the financial services transactions.  |  |
|   | CA2.2-P4 Read about the rights and responsibilities of both the DFS provider and consumer in the DFS regulations.  |  |
|   | CA2.2-P5 Abort transactions in case of suspicion and utilise the appropriate griev-<br>ance redress and recourse mechanism.  |  |

| 2.3 Understand the terms and conditions of the DFS provider, including related costs and risks    |   |  |  |
|---|---|--|--|
| Understand the duties, rights, roles and responsibilities of the two parties (customer/provider). |   |  |  |
| Knowledge Area  | CA2.3-K1 Understand that agreeing to the terms and conditions is legally binding.   |  |  |
|   | CA2.3-K2 Understand that one's legitimate interests should be taken into account and expect fair and equitable, non discriminatory treatment. |  |  |
|   | CA2.3-K3 Understand the rights and responsibilities of both DFS provider and the consumer in respect of the service.                          |  |  |
|   | CA2.3-K4 Understand the responsibility of service provider to clearly state and explain terms and conditions to consumers.                    |  |  |
| Skills Area   | CA2.3-S1 Be able to understand the economic consequences of the contract terms and the affordability.   |  |  |
|   | CA2.3-S2 Be able to identify fair and unfair contractual terms.   |  |  |
|   | CA2.3-S3 Be able to compare the product on sale with the advertised information.  |  |  |
| Proactive steps   | CA2.3-P1 Review carefully the terms and conditions prior to consent.  |  |  |
|   | CA2.3-P2 Seek ways to opt out of an agreement.  |  |  |
|   | CA2.3-P3 Maintain awareness of the rights and responsibilities of minors.   |  |  |
|   | CA2.3-P4 Contest an incorrect bill.   |  |  |
|   | CA2.3-P5 Register a consumer complaint.   |  |  |
|   | CA2.3-P6 Do not allow any undue pressure to influence one's acquisition of service or use.  |  |  |
|   | CA2.3-P7 Seek compensation upon poor quality of service by service provider.  |  |  |

| 2.4 Manage personal data and privacy  |   |  |  |  |
|---|---|--|--|--|
| To protect one's personal data and privacy. To know that DFS providers should have a privacy policy to inform what personal data is collected, for what purpose and how personal data is used and whether the consumer is given the option to consent or not on the data that is being collected and/or being transferred to third parties. |   |  |  |  |
| Knowledge Area  | CA2.4-K1 Know that data settings can be adjusted.   |  |  |  |
|   | CA2.4-K2 Be aware of regulations in one's jurisdiction regarding privacy and data protection (e.g. GDPR in Europe) exist and offer protection.  |  |  |  |
|   | CA2.4-K3 Know that choosing "I accept" to a privacy policy may mean that one agrees to the sale of one's personal data.   |  |  |  |
|   | CA2.4-K4 Know how to find out whether and how personal data are being used by third parties.  |  |  |  |
|   | CA2.4-K5 Be aware that different countries may have different data protection rules<br>and if personal data is being collected, processed and stored outside the country of<br>where the consumer resides, that the data protection rules may differ. |  |  |  |
|   | CA2.4-K6 Know which authority in the country is responsible for data protection and can provide advice to consumers.  |  |  |  |
|   | CA2.4-K7 Know which measures to take to protect and manage personal data and privacy to avoid fraud.  |  |  |  |

#### 2.4 Manage personal data and privacy

To protect one's personal data and privacy. To know that DFS providers should have a privacy policy to inform what personal data is collected, for what purpose and how personal data is used and whether the consumer is given the option to consent or not on the data that is being collected and/or being transferred to third parties.

| Skills Area     | CA2.4-S1 Be able to change one's privacy settings.  |  |  |  |  |  |
|-----------------|---|--|--|--|--|--|
|                 | CA2.4-S2 Review privacy policy and identify key terms about personal data use and whether personal data are being sold or shared with third parties.  |  |  |  |  |  |
|                 | CA2.4-S3 Verify the security provided by the DFS providers with regards to personal data.   |  |  |  |  |  |
|                 | CA2.4-S4 Be able to identify privacy policy terms that are a threat to data privacy.  |  |  |  |  |  |
|                 | CA2.4-S5 Verify whether data collected is being protected in line with the require-<br>ments of existing data protection laws.  |  |  |  |  |  |
| Proactive steps | CA2.4-P1 Check the DFS provider privacy policy before carrying out transactions and be responsible for protecting one's personal data when using DFS.                                       |  |  |  |  |  |
|                 | CA2.4-P2 Seek the means to opt out of the sharing or sale of one's data sold.   |  |  |  |  |  |
|                 | CA2.4-P3 Utilize the option to disable irrelevant data collection and sharing, if provid-<br>ed by the service provider, and not accept the default option of sharing all kinds of<br>data. |  |  |  |  |  |

| 2.5 Protecting health and safety  |  |  |  |
|---|--|--|--|
| To understand and avoid physical and psychological health and safety risks related to the use of DFS. |  |  |  |
| Knowledge Area  | CA2.5-K1 Understand that abuse of DFS can lead to negative consequences <sup>30</sup> .  |  |  |
|   | CA2.5-K2 Protect oneself against abuse from fraudulent DFS offers.   |  |  |
|   | CA2.5-K3 Be aware that fraudulent DFS offers may lead to financial loss and may cause severe harm to one's health.                                     |  |  |
|   | CA2.5-K4 Be aware of the risks associated with children's access to DFS, and the necessity to safeguard their access to DFS (child online protection). |  |  |
|   | CA2.5-K5 Understand or know the implications of using unhealthy products.  |  |  |
| Skills Area   | CA2.5-S1 Monitor children's devices, including all downloaded apps.  |  |  |
|   | CA2.5-S2 Monitor one personal's purchasing behaviour in view one's financial capa-<br>bilities.  |  |  |
|   | CA2.5-S3 Monitor and use passwords to prevent children or an authorized person from accessing or using sensitive or dangerous products and services.   |  |  |
| Proactive steps   | CA2.5-P1 Be vigilant regarding one's purchasing behaviours and evaluating the effects of merchandising on wellbeing.                                   |  |  |
|   | CA2.5-P2 Be watchful of one's surroundings when conducting a DFS transaction.  |  |  |
|   | CA2.5-P3 Set up parental controls and restricted access to DFS for minors.   |  |  |
|   | CA2.5-P4 Be able to contact DFS or consumer protection body on issues of health and safety.  |  |  |

#### **3.3 Post-transaction Phase**

The competences for the post-transaction phase are as follows:

| 3.1. Share information with t  | ne service providers (i.e. feedback) and other consumers online   |  |  |
|--|---|--|--|
| To share reviews, knowledge, advice and experiences in digital financial services. |   |  |  |
| Knowledge area   | CA3.1-K1 Know how to find sites, communities and social media groups where con-<br>sumers help one another to resolve problems with DFS.  |  |  |
|  | CA3.1-K2 Know how to find trustworthy websites that provide advice on DFS recog-<br>nizing that all information should be verified.       |  |  |
|  | CA3.1-K3 Understand that information can be shared anonymously through digital profiles.  |  |  |
|  | CA3.1-K4 Know the process of sharing information via websites and social media.   |  |  |
|  | CA3.1-K5 Know your rights and responsibilities of sharing information on websites and social media.                                       |  |  |
| Skills area  | CA3.1-S1 Share experiences, provide advice to fellow consumers on social media, digi-<br>tal platforms, through forum, online rating etc. |  |  |
|  | CA3.1-S2 Evaluate the information shared by peers and judge the value of the content and appropriateness of one's target audience.        |  |  |
| Proactive steps  | CA3.1-P1 Be active in sharing one's informed opinion about a service.   |  |  |
|  | CA3.1-P2 Evaluate the reviews shared by other consumers.  |  |  |
|  | CA3.1-P3 Connect with additional knowledge resources through consumer advocacy organizations.   |  |  |

| 3.2. Know consumer rights and how to obtain redress            |   |  |  |  |  |
|--|---|--|--|--|--|
| To know one's rights and solve problems and disp               | responsibilities as a consumer. To assert one's rights after making a purchase. To know how to utes.  |  |  |  |  |
| Knowledge Area   | CA3.2-K1 Know about specific consumer rights that apply to DFS.   |  |  |  |  |
|  | CA3.2-K2 Know the right to cancel a DFS transaction.  |  |  |  |  |
|  | CA3.2-K3 Recognize the importance of reviewing and accepting terms and conditions and the consequences of doing so.   |  |  |  |  |
|  | CA3.2-K4 Know that consumers have access to a variety of channels to make com-<br>plaints such as toll free numbers, local agents, social media, and branches as well as<br>the regulator(s) and possibly small claims courts or financial ombudsman etc. |  |  |  |  |
|  | CA3.2-K5 Know that different types of redress options are available <sup>31</sup> .   |  |  |  |  |
|  | CA3.2-K6 Know how to use consumer complaint tools, such as chat box.  |  |  |  |  |
|  | CA3.2-K7 Comply with dispute resolution timelines and process requirements.   |  |  |  |  |
| Skills Area  | CA3.2-S1 Use applicable consumer protection laws and exercise one's consumer rights.  |  |  |  |  |
|  | CA3.2-S2 Know how to find information for redress and be aware of consumer rights for redress.  |  |  |  |  |
|  | CA3.2-S3 Be able to write and email or file the appropriate form to cancel a purchase or transaction.   |  |  |  |  |
|  | CA3.2-S4 Be able to discern the appropriate timeframe and reasonableness of a response from a services provider on a disputed issue.  |  |  |  |  |
|  | CA3.2-S5 Be aware of and able to report suspected incidences of fraud to the provider or to financial and telecom regulators.   |  |  |  |  |
| CA3.2-S6 Be able to escalate a complaint to the DFS regulator. |   |  |  |  |  |

#### 3.2. Know consumer rights and how to obtain redress

To know one's rights and responsibilities as a consumer. To assert one's rights after making a purchase. To know how to solve problems and disputes.

| Proactive steps | CA3.2-P1 Review account statements/transaction historyregularly and notify the pro-<br>vider of any discrepancy.      |  |  |
|-----------------|---|--|--|
|                 | CA3.2-P2 Register a consumer complaint if necessary.  |  |  |
|                 | CA3.2-P3 Contact sales service if an online transaction is not desired.   |  |  |
|                 | CA3.2-P4 Use government agencies, or consumer protection groups, to enforce appli-<br>cable consumer protection laws. |  |  |
|                 | CA3.2-P5 Contest an incorrect bill or transaction amount.   |  |  |
|                 | CA3.2-P6 Seek legal aid or advice.  |  |  |

#### 3.3 Know the responsible regulator to approach with intractable problems and the process

Consumer should identify which regulator is responsible for different types of DFS providers and whether there is a complaints window within that authority for dispute resolution. For example, it may be appropriate to go to the Central Bank when one has a complaint about a bank. But, there may be a separate regulator responsible for non-bank digital financial services providers.

| Knowledge Area  | CA3.3-K1 Know of the legal/regulatory framework and responsible authorities per DFS provider.  |  |  |
|-----------------|--|--|--|
|                 | CA 3.3-K2 Be aware of any applicable financial ombudsman, arbiter or ADR facility, or small claims or other specialized consumer courts. |  |  |
|                 | CA3.3-K3 Know where and how to access updated information on the DFS products and services.  |  |  |
| Skills Area     | CA3.3-S1 Effectively advocate one's position, including documenting one's complaints with the appropriate authority.                     |  |  |
|                 | CA3.3-S2 Be able to compare similar products of different DFS providers.   |  |  |
| Proactive steps | CA3.3-P1 Actually filing a complaint with the appropriate authority when one has a valid dispute with the financial services provider.   |  |  |
|                 | CA3.3-P2 Contact the appropriate regulator for information about the process for dispute resolution.                                     |  |  |

| 3.4 Keep up to date on developments in digital financial services  |   |  |  |  |
|--|---|--|--|--|
| Keeping abreast of the new development in financial service industry to identify new opportunities and benefits.   |   |  |  |  |
| Knowledge Area   | CA3.4-K1 Be aware that new developments (new products and services) and new nodalities of use can improve access and affordability. |  |  |  |
| Skills Area  | CA3.4-S1 Compare and evaluate new DFS with existing DFS in search of a costs-benefit approach.                                      |  |  |  |
| Proactive steps CA3.4-P1 Update oneself on developments in digital finance and understand digital financial services that it can enable, their benefits and potential risk |   |  |  |  |
|  | CA3.4-P2 Contact DFS providers for clarification on new developments in service provision and new terms of service.                 |  |  |  |

#### 4 CONCLUSION

From the above sections, the DFS Consumer Competency Framework identifies 15 competences which gives rise to a total of 87 knowledge areas, 72 skill areas and 64 proactive attitude steps as summarised in the table below.

| DFS Transaction<br>Phase | Number of Com-<br>petences | Competence ID | Knowledge areas<br>(-K) | Skills areas (-S) | Proactive steps<br>(-P) |
|--------------------------|----------------------------|---------------|-------------------------|-------------------|-------------------------|
| Pre-transaction          | 6                          | CA1-1         | 4                       | 4                 | 5                       |
| phase (CA1)              |                            | CA1-2         | 9                       | 7                 | 4                       |
|                          |                            | CA1-3         | 6                       | 8                 | 6                       |
|                          |                            | CA1-4         | 5                       | 5                 | 3                       |
|                          |                            | CA1-5         | 6                       | 8                 | 7                       |
|                          |                            | CA1-6         | 6                       | 4                 | 4                       |
|                          |                            | Subtotal      | 36                      | 36                | 29                      |
| Transaction phase        | 5                          | CA2-1         | 7                       | 7                 | 3                       |
| (CA2)                    |                            | CA2-2         | 12                      | 7                 | 5                       |
|                          |                            | CA2-3         | 4                       | 3                 | 7                       |
|                          |                            | CA2-4         | 7                       | 5                 | 3                       |
|                          |                            | CA2-5         | 5                       | 3                 | 4                       |
|                          |                            | Subtotal      | 35                      | 25                | 22                      |
| Post-transaction         | 4                          | CA3-1         | 5                       | 2                 | 3                       |
| phase (CA3)              |                            | CA3-2         | 7                       | 6                 | 6                       |
|                          |                            | CA3-3         | 3                       | 2                 | 2                       |
|                          |                            | CA3-4         | 1                       | 1                 | 2                       |
|                          |                            | Subtotal      | 16                      | 11                | 13                      |
| Total                    | 15                         |               | 87                      | 72                | 64                      |

Table 2 : Summary of DFS Consumer Competences

These competences are indeed aspirational, but ultimately necessary for all DFS consumers, including the most vulnerable to be able to use DFS with confidence; the appropriate skill set; and to be well protected, as well as financially included. We also recognize that engendering the recommended competences may require an intensive national strategy, implementation of which could last a period of years.

Moreover, while users need to be competent, this should not absolve DFS providers of the responsibility of providing suitable financial products on fair terms and conditions. Similarly, the financial consumer protection legal and regulatory framework must be strong and enforced.

### Endnotes

- <sup>1</sup> https://www.forbes.com/sites/maggiemcgrath/2015/11/18/in-a-global-test-of-financial-literacy-the-u-s/#3a7b14e658f0
- <sup>2</sup> Customers have a low understanding of the information shared by providers in terms of (1) pricing, (2) terms and conditions, and (3) how their personal data is shared. See, https://www.microsave.net/wp-content/uploads/2019/09/ Digital-Credit-Kenya-Final-report.pdf
- <sup>3</sup> See https://www.theguardian.com/technology/2017/mar/03/terms-of-service-online-contracts-fine-print
- <sup>4</sup> However, low confidence has also been recognised as a barrier to use of financial services https://www.oecd -ilibrary.org/docserver/5k3xz6m88smp-en.pdf?expires=1582712564&id=id&accname=guest&checksum= B9C6503A5B2A561C0953575D7FF582AF
- <sup>5</sup> https://www.nber.org/papers/w17107 and ADB Youth FinSights, 2018
- <sup>6</sup> See https://cuts-ccier.org/pdf/survey\_analysis-dataprivacy.pdf.
- <sup>7</sup> See https://www.cgap.org/sites/default/files/publications/Working-Paper-A-Digital-Credit-Revolution-Oct-2018.pdf
- <sup>8</sup> See https://www.microsave.net/wp-content/uploads/2019/09/Digital-Credit-Kenya-Final-report.pdf
- <sup>9</sup> See-https://www.theguardian.com/technology/2017/mar/03/terms-of-service-online-contracts-fine-print CUTS privacy survey revealed that close to 80 percent users do not read privacy policies, primarily on account of length, legalese, and language. See, https://cuts-ccier.org/pdf/survey\_analysis-dataprivacy.pdf
- <sup>10</sup> See-https://www.itu.int/en/ITU-T/focusgroups/dfs/Documents/01\_2017/ITU\_FGDFS\_Report-on-Review-of-DFS-User -Agreements-in-Africa.pdf
- <sup>11</sup> See https://www.usenix.org/system/files/conference/soups2017/soups2017-bowers.pdf
- <sup>12</sup> CUTS survey on digital payments, wherein 1200 consumers and 800 merchants were interviewed in India found that less educated, females, older, rural, low income consumers are likely to face greater challenges in making digital payments.
- <sup>13</sup> Some regulators are taking steps in this regard. For instance, see https://www.rbi.org.in/scripts/BS\_PressReleaseDisplay .aspx?prid=49349
- <sup>15</sup> Includes P2P, P2M, P2B, P2G, Bill Payment, Digital Credit, Digital Insurance, Digital Social Security
- <sup>16</sup> This will also include grievance redress measures and particularly the timeframe within which DFS fraud needs to be reported to avoid consumer liability.
- <sup>17</sup> Be aware that in digital identity data falls in hands of miscreants, it can be utilized to harm the user.
- <sup>18</sup> Such as the right to anonymity and/or right to be forgotten, right to purpose limitation, right to portability, and right to know how one's data is utilized.
- <sup>19</sup> Not all countries have mandated use of biometrics and multi factor authentication.
- <sup>20</sup> e.g. Access to phone should be secured by either password or biometric to prevent someone else from using it to perform unauthorised financial transactions.
- <sup>21</sup> Do not share the one-time passwords or CVV of cards with anyone.
- <sup>23</sup> When the network is down, consumers sometimes leave money with agents to carry out the transaction later. This can leave customers open to agent fraud, if the agent instead keeps the money.
- <sup>24</sup> Customers are clearly and effectively informed of what data will be collected and how it will be used, prior to its collection and use, and are given the option to consent or not.
- <sup>25</sup> i.e. P2P, P2M, P2B, P2G, Bill Payment, Digital Credit, Digital Insurance, Digital Social Security
- <sup>26</sup> Using the app, a user can hold their phone over a brochure that details available financing options, for example, and the virtual assistant will pop up and prompt a conversation in the local language to explain the material. The intuitive interface and simplicity of use makes it accessible to people with a wide range of abilities and can result in better engagement
- <sup>27</sup> Activate the facility of receiving SMS updates of financial transactions and being able to block suspicious transactions.
- <sup>28</sup> Payment data is encrypted only if the URL address contains "https" instead of "http" and there is the closed padlock security sign.
- <sup>29</sup> Such as access to finance to pay bills, access to credit, payment services, budgeting tools, and insurance.

- <sup>30</sup> Such as addictive behaviours, gambling, over indebtedness etc.
- <sup>31</sup> For example, consumers who are not satisfied with how their complaint was handled by their provider are able to access alternative or external channels to seek redress. Information on how to use alternative methods should be readily available.



International Telecommunication Union Place des Nations CH-1211 Geneva 20 Switzerland