



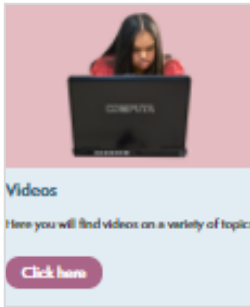


Avista

E-Hub Consent Form For The Use of Photos, Audio and Video

	<p>This consent form refers to the taking and use of your photos, videos or audio for Avista E-Hub. Avista will need your consent to develop and use your photos, videos or audio.</p> <p>You can tell us what you prefer by filling in this form.</p>
	<p>We are asking for your consent for Avista E-Hub to use your photos, videos or audio for</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	<p>If a photograph is available on the E-Hub, anyone who uses the E-Hub can see the photograph.</p>
	<p>An activity or event can be recorded using a video camera, phone camera or recording a Zoom session. The video recording can then be put on the E-Hub so that you and others can look at the video whenever suits you.</p>

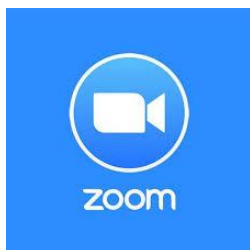


- Everyone who joined in the recording, can be **seen** on the screen.
- Everyone who spoke in the recording can be **heard**



Recorded videos will be available on the E-Hub.

- Some videos will be available only to people who **took part** in the recording.
- Some videos will be available only to E-Hub users from the **Avista service**.
- Some videos will be available to **all** website users















ZOOM is an App that you can use to video chat, have meetings and join in activities with other people. You can see and talk to lots of people at the same time on Zoom.





Zoom sessions can be recorded when they are taking place.

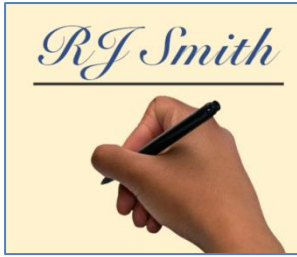


If a Zoom session will be recorded it will be clearly stated on the weekly session timetable on the E-Hub it will be announced at the beginning of the Zoom session.

 		<p>When a session is recorded using Zoom</p> <ul style="list-style-type: none"> ➤ The Zoom session can be recorded and not show your face. <p>The Zoom session will be recorded without your voice as sometimes people will know who you are by listening to your voice.</p>
<p>√</p>  <p>√</p> 	<input data-bbox="619 752 722 869" type="checkbox"/>	<p>If you agree to the recording of the Zoom session with your face and voice included put a √ tick in the box.</p>
	<input data-bbox="619 1115 722 1232" type="checkbox"/>	<p>If you agree to the recording of the Zoom session but do not want your face to be shown on the screen please put a √ tick in the box.</p>
	<input data-bbox="619 1417 722 1534" type="checkbox"/>	<p>If you agree to the recording of the Zoom session but do not want your voice to be heard please put a √ tick in the box.</p>
 	<input data-bbox="619 1765 722 1881" type="checkbox"/>	<p>If you do not want your voice and face recorded, please put a √ tick in the box.</p>

	<p>When you join a Zoom session that is being recorded, you will be asked for your consent before we record the session. You will be asked to raise your hand if you agree to be in the recording of the session.</p> <p>You can change your mind at this time even if you have given your consent by signing this form.</p>
	<p>If you do not want to be in the Zoom recording you can decide to leave the session, you can look at the recorded session at a later time or stay in the session you will be muted so you cannot be heard and your video will be turned off so you cannot be seen.</p>
	<p>No fees will be paid to people taking part in recorded Zoom sessions or recorded events and activities</p>
	<p>Recorded videos will be available on the Avista E-Hub.</p> <p>Some videos might be only available to a group of individuals. If you are a member of the group you will use a password to watch the video.</p> <p>The recorded videos will remain on the E-Hub for 12 months and then they will be reviewed</p>

	<p>We will need to process and store your information, in line with our Data Protection policy, you can find it at</p> <p>www.avista.ie/data-protection.aspx</p> <p>the Easy Read version at:</p> <p>www.avistaehub.ie and on the E-Hub in the Easy Read section.</p>
	<p>Your participation is entirely voluntary.</p> <p>The E-Hub coordinator will be responsible to ensure your preferences are upheld.</p> <p>You can change your mind at any time by contacting the E-Hub Coordinator.</p>
	<p>If you have any concerns or queries about your information you can contact</p> <p>Marie Grimes McGrath Data Protection Officer</p> <p>mgrimesmcgrath@lim-docservice.ie</p> <p>086-8189201</p>
	<p>If you are happy to give your consent, please put your details below.</p> <p>This consent form will be valid for 6 months but can be reviewed earlier if you wish.</p>



Participant:

Print name _____

Signature _____

Address _____

Date _____



The person supporting you: I have supported the person named above to fill out this form. I believe they understand the information to the best of their ability.

Print name _____

Signature: _____

Date: _____

Relationship to the person named above:



Keep this original consent form safe and forward a copy to the E-Hub coordinator.

Stephanie Lynch
St. Vincent's Centre,
Navan Rd.
Dublin 7

087 1852257

If you have any questions about this form email stephanie.lynch@docservice.ie