

## PHOTO/VIDEO/VOICE RECORDING/INTERVIEW

### YOUNG PERSON'S PERMISSION FORM – Service Contracts

First of all we wanted to thank you for having agreed to be photographed/recorded (we use the term, “photos/recordings” in this form to cover the the taking of photos/videos/voice recordings/interviews) for the purposes of the Europeana DSI-4 project (<https://pro.europeana.eu/project/europeana-dsi-4>). Your cooperation is greatly appreciated and will be important for the Project.

For the purposes of EU Regulations concerning data protection, we need to ensure that we have properly recorded your consent for the use of your photos/recordings and therefore we would kindly ask you to read the following information carefully. **If you agree with the contents, please provide us with your signature(s) at the bottom of this form, add a date and return it to us, either by sending it to the EUN representative on site, or via e-mail ([borbala.pocze@eun.org](mailto:borbala.pocze@eun.org)).**

**IMPORTANT:** As you are under 18 years of age, your parents'/legal guardian's signatures are needed as well as your own. If you do not understand any of the issues that are dealt with in this form or if you are not sure whether you should agree or not, please ask your parent(s), legal guardian or your teacher for advice.

#### Context

EUN Partnership AISBL (EUN) is a not-for profit organization based in Brussels and is made up of a network of 34 European Ministries of Education. The Europeana DSI-4 project is an EU-funded initiative aimed at creating access, interoperability, visibility and use of European cultural heritage in the five target markets outlined: European Citizens, Education, Research, Creative Industries and Cultural Heritage Institutions. Europeana DSI-4 project is managed on behalf of the European Commission by EUN under a service contract.

All personal data covered by this consent form is processed by EUN on behalf of the European Commission under the control of the Data Controller whose details are given in the section, “Further Information and Complaints” set-out below. The processing of your personal data under this consent form is carried out under EU Regulation 2018/1725. This is the EU Regulation which replaces EU Regulation 45/2001 and covers the processing of personal data by the EU institutions and bodies. Regulation 2018/1725 ensures that the processing of personal data by the EU institution and bodies is in line with the standards imposed by the General Data Protection Regulation (GDPR).

## **Consent for use of photo/recordings**

Where your consent concerns the use of videos, these may be uploaded to YouTube, Vimeo, and similar video-hosting platforms, enabling EUN and project partners to embed the video on their websites.

Where you are interviewed for the purposes of the Event, there will always be a representative of the EUN team (or other project partner) present at the interview to clarify any doubts you may have about making the interview or using the material.

### **Please note that by signing this document you are agreeing to the following:**

1. That you or your parent(s) or legal guardian will not receive any money or other reward for your photos/recordings.
2. That your photos/recordings may be shared by us with the EU Commission and/or its Agencies and reproduced and used for general information and training purposes, including in printed publications, videos, online media and websites, related to the Event, the Project or other education projects funded by the European Commission and/or its Agencies. Your information is not intended to be transferred to destinations outside of the EU/EEA, although it may be accessible to parties outside of the EU/EEA via online media and websites.
3. Your photos/recordings will only be used in information/publicity materials produced within two years of the recording having been made. We will ensure that we store the photos/recordings in a secure environment and in line with our obligations under EU Regulation 2018/1725.
4. For data protection reasons, your full name will not be included on any produced material; only your first name, age and country will be included.
5. We will only use your photos/recordings on the basis of your consent as expressed in this form. You or your parent or legal guardian may contact us at any time to withdraw your consent for the use of your photos/recordings. In such a case, we will ensure that the photos/recordings are removed from wherever they have been posted as soon as is practical. Please be aware that it may be impossible to remove your likeness where it has been included in a printed publication which has already been published or is in the process of being published. We will only be able to remove such images from future publications. If you send us a deletion request, we may ask you or your parent or legal guardian for further information (for example a copy of your or your parent's or legal guardian's ID or passport) in order for us to be able to verify your identity.

## **Contacts**

If you have any questions about this consent form please contact us:

By e-mail:

privacy@eun.org

By Mail:

EUN Partnership aisbl  
Rue de Trèves 61  
B-1040 Brussels

### **Further Information & Complaints**

If you would like further information about how we process your personal information or to exercise your rights to access, rectify and, as the case may be, erase any personal data relating to you, or restrict the processing of your personal data, please contact the Data Controller:

By e-mail:

xxxxxx-DATA-PROTECTION-COORDINATOR[AT]ec.europa.eu

By Mail:

European Commission  
Directorate-General Communications Networks, Content and Technology  
Head of Unit Budget and Finance, Directorate Resources and Support  
Office: BU25, 04/54  
B-1049 Brussels

If you feel that we have infringed your rights under the appropriate data protection regulations, you may make an official complaint to the European Data Protection Supervisor: edps@edps.europa.eu.

My name (Please print your name clearly) \_\_\_\_\_

My signature: \_\_\_\_\_ Date: \_\_\_\_\_

**As you are under 18 years of age, please have your parent(s)/legal guardian also sign this form (see below)**

**Parent/Legal guardian's name:** (Please print your name clearly)

\_\_\_\_\_

**Giving permission for** (young person's name – please print the name clearly)

\_\_\_\_\_

**Parent/Legal Guardian's signature:**



EUN Partnership AISBL  
Rue de Trèves 61  
1040 Brussels  
BE 0865 838 331  
Tel: +32 2/790 75 75  
Email: [info@eun.org](mailto:info@eun.org)

---

Date: