



FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Standard Consent Form for the Collection and Use of Personal Information (Video Recording)

I, (1) _____ authorize (2) _____

to use video or digital recording devices to collect my personal information for the purpose of

(3) _____.

The recording will be made accessible to (4) _____

by way of the medium of (5) _____.

For the period of (6) _____.

List of Photos/Personal Information to be collected and used:

Video or Digital recording devices collect identifiable personal information belonging to individuals including, but not withstanding, facial images, hair color, gender, eye color, ethnic origin, audio-voice characteristics, and opinions. This recording activity will also capture (7) _____.

I hereby authorize the collection and use of these recordings in the manner described above:

Name: _____ Date: _____

Signature: _____

The information that you provide to Mount Royal University is collected under the authority of the Post-Secondary Learning Act and the Alberta Freedom of Information and Protection of Privacy Act – Section 33(c).

Your Personal Information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request.

Questions regarding the collection, use, or disclosure of this Personal Information can be directed to:

Title – Department – Email – Phone – Mount Royal University 4825 Mount Royal Gate SW Calgary, AB T3E 6K6

Instructions

A Public Body may collect and use personal information only if the individual the information is about has been notified and consents to the prescribed manner to that collection and use of their Personal Information. Consent from the individual is completed in writing and must describe what Personal Information is being collected and the Purpose of the collection by the public body.

Generally, this consent is considered valid for 1 year unless otherwise indicated.

Please fill in the blanks based on the following key:

Key

1. Person giving consent fills in their name.
2. Name of individual or organization (department) that will be collecting – using the Personal Information.
3. How the Personal Information will be used by receiving individual or organization (department).
4. Describe who will have access to the recording or who the information will be disclosed (ie. made public)
5. Give details on what medium or forum will be used to access the recording (ie. via website, YouTube, in the classroom)
6. Indicate the period of time required for the consent of collection or use to be valid.
7. List specifically what Personal Information will also be recorded, collected, used, disclosed.