

LETTER OF CONSENT

I _____ (Print Name) would like to confirm that I accept to participate in the FESTIVAL Field trial under the framework of the FESTIVAL project that will take place in _____

I understand that if I have any questions arising from the Information Sheet or explanation already given to me I can ask the researcher before I decide whether to join in. I will be given a copy of this Consent Form to keep and refer to at any time.

I understand that if I decide at any time during the research that I no longer wish to participate in this project, I can notify the researchers involved and withdraw from it immediately without giving any reason. Furthermore, I understand that I will be able to withdraw my data up to three weeks after the date of interview. I understand that my eventual withdrawal from the trial would have no negative consequences whatsoever for me.

I consent to the processing of my personal information for the purposes explained to me. I understand that such information will be treated in accordance with the terms of Data Protection Laws and according to the Ethics Policy of the FESTIVAL project.

I consent to the recording of videos of my gestures that will be gathered in the context of the _____ Field Trial and their storage in an FESTIVAL-not public-research repository. I approve that fact that will be used solely for research purposes in the context of the project and will not be public.

Contact details of the participant:

- Name (in capitals):
- Organization
- Gender:
- Age:
- Nationality:
- E-mail:
- Telephone:

I _____ (Print Name) agree that the research project has been explained to me to my satisfaction and I agree to take part in the study. I have read both the notes written above and the Information Sheet about the project, and understand what the research study involves.

Signed:

Date:

Location:



COMPLAINT PROCEDURE INFORMATION

As a participant to a FESTIVAL Field Trial your feedback, positive or negative is always welcome and appreciated. The Field Trial Organizer should provide you with ways to express yourself and provide any feedback that seems relevant to you.

However if this not sufficient, and / or if:

- You feel that you were denied the opportunity to provide your feedback in a full and adequate way
- You have concerns about the way your private data has been treated by the Field Trial Organizer
- You have concerns about the safety of the trial
- You have complaints about the way the trial was organized and the way you have been involved
- Other?

You can place a formal complaint by following the procedure described below:

- 1) Fill the following Trial Complaint Form, in 3 copy
- 2) Address one form to the Field Trial organizer

Name and Address....

- 3) Address one form to the FESTIVAL Project Coordinator

Levent GURGEN

contact@festival.eu

- 4) Keep one copy for yourself.
- 5) You should be contacted rapidly by the project to evaluate your complaints.

In case no amiable agreement can be reached, the FESTIVAL Project is governed by the laws and regulations of the European Union (including Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data) and governed by Belgian law regarding the resolution of conflicts.





COMPLAINT FORM

I _____ (Print Name) would like to complaint about my participation in the FESTIVAL Field trial under the framework of the FESTIVAL project that took place in _____ (place) on _____ (date)

Detail your complaint hereafter:

Signed:

Date:

Location:



WITHDRAWAL FORM

I _____ (Print Name) wish to give notice of my withdrawal of my consent to FESTIVAL's use, disclosing and processing of my Personal Data for the framework of the experimentation that took place in _____ (place) on _____ (date). I would like my all personal data to be removed from the FESTIVAL repository.

Signed:

Date:

Location:

