

GLEN EIRA CITY COUNCIL

## "Your Stories" COVID-19 Collecting Project

**Terms and Conditions and Privacy Statement** 

## **Terms and Conditions**

We respect your contribution to the "Your Stories" COVID-19 Collecting Project (project). You own any intellectual property in the materials you submit, and you grant to Council a worldwide, perpetual, fee-free licence to use your submission for any purpose to give effect to the objectives of the project. You also consent to any acts or omissions by Council which may otherwise be a breach of your moral rights – for example, if we use part, rather than all, of your submission. We will use reasonable efforts to acknowledge your contribution using the username attached to your submission on the Platform. If you would like to be acknowledged in another way, or for another person to be acknowledged, please let us know by emailing <u>yourstories@gleneira.vic.gov.au</u>.

If your submission includes someone else's work (for example, a painting or photograph in the background of an image you submit), you are responsible for seeking and obtaining consent to include that work in your submission.

As the submissions and materials collected through this process are intended to be accessed by community members of all ages and backgrounds, we ask that you ensure your submission does not contain any content which is likely to be upsetting, insulting, objectionable or offensive. We may in our absolute discretion remove any submissions which we feel are inappropriate.

## **Privacy Statement**

Your personal information is collected by Council in order to facilitate the project. If you make a submission through the Platform, your username and submission will be publicly available. You will also be asked to provide your contact details so that Council can contact you about your submission and about initiatives relevant to the project. Please be assured that these contact details will not be publicly available.

Council respects your privacy and all personal information is protected in line with the Privacy and Data Protection Act 2014 (Vic). For more information about Council's commitment to privacy, or your right to access information about yourself, please contact Council's privacy officer at (03) 9524 3333 or privacy@gleneira.vic.gov.au.

If another person can be identified in your submission (for example, a photograph of your family members, or a story about your friend's experience in lockdown), you are responsible for providing them with a copy of this notice, and for ensuring that they have provided consent to be included in your submission.

If you wish to withdraw your submission, or if you become aware that you have been included in another person's submission and do not wish to be involved, please contact us at <u>yourstories@gleneira.vic.gov.au</u>.