

Bringing people closer to Jesus Christ through His Church  
**Catholic Diocese of Portsmouth**



## **Consent to the Use of Images (Photography and Filming)**

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### INTRODUCTION

The Catholic Diocese of Portsmouth is committed to ensuring all communications about or featuring photographic or film/video footage are created and disseminated with professionalism, sensitivity and with due regard to rights of dignity, privacy and confidentiality.

Images are regularly used in Diocesan publications across print and digital channels and social media tools for distribution across the Diocese of Portsmouth, nationally and internationally. These publications regularly feature adults, and young people, aged 18 years and above, recognising their worth and abilities; and are used for specific promotional purposes in support of the Diocesan Mission. Images will be retained securely by the Diocese up to six years, electronically or in paper format.

INFORMATION PROVIDED ON THIS FORM, TOGETHER WITH ALL PERSONAL DATA HELD ABOUT THESE INDIVIDUALS BY THE PARISH AND THE CATHOLIC DIOCESE OF PORTSMOUTH, IS PROCESSED IN ACCORDANCE WITH THE DIOCESE'S PRIVACY NOTICE. OVERLEAF IS A PRIVACY NOTICE RELEVANT TO THIS CONSENT FOR THE USE OF IMAGES FORM [www.portsmouthdiocese.org.uk/privacynotice](http://www.portsmouthdiocese.org.uk/privacynotice)

### CONSENT FOR USE OF IMAGE(S) FOR AGES 18 AND ABOVE

I GIVE MY CONSENT TO MY IMAGE(S) BEING TAKEN, USED, AND STORED AS DESCRIBED ABOVE:-

NAME:- .....

ADDRESS WITH POSTCODE:- .....

SIGNED:- ..... DATE:- .....

PLEASE DO NOT USE MY NAME ALONGSIDE ANY USE OF THESE PHOTOGRAPHS:

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I UNDERSTAND I CAN WITHDRAW CONSENT AT ANY TIME WITHOUT EXPLANATION:

NAME OF PHOTOGRAPHER/FILMER:	DATE IMAGE TAKEN/FILMED:

**GENERAL DATA PROTECTION REGULATION PRIVACY NOTICE FOR THE USE OF  
PHOTOGRAPHIC AND FILM IMAGES**

**1. HOW WE USE YOUR PERSONAL DATA**

We are committed to protecting your personal data. The only data we collect from you is as submitted by you on the form overleaf. We will use your personal data (film/image) for the purposes for promoting the Diocesan mission. Our legal ground for processing your data is consent.

**2. DISCLOSURE OF YOUR PERSONAL DATA**

Communication with external third parties will only happen with your prior consent.

**3. DATA SECURITY**

Protecting your data is important to us and we have put in place security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

**4. DATA RETENTION**

We will only keep your personal data for as long as is necessary to fulfil the purposes for which we collected it and up to six years. You have the right to ask us to delete the personal data we hold about you in relation to this form at any time and without explanation.

**5. YOUR RIGHTS**

You are able to exercise certain rights in relation to your personal data that we process. These are set out in more detail at <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

In relation to a Subject Access Right request, you may request that we inform you of the data we hold about you and how we process it. We will, in most cases, reply within one month of the date of the request. If you wish to make a Subject Access Request, please send the request to

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your parish Priest or email [GDPR@portsmouthdiocese.org.uk](mailto:GDPR@portsmouthdiocese.org.uk) marked for the attention of the Data Compliance Officer.

**6. ACCURACY**

We have a duty to keep your personal data up to date and accurate so from time to time we will contact you to ask you to confirm that your personal data is still accurate and up to date. If there are any changes to your personal data (such as a change of address) please let us know as soon as possible by writing to or emailing your parish office.

Details of how we process your data and your rights are on the full Privacy Notice at:  
[www.portsmouthdiocese.org.uk/privacynotice](http://www.portsmouthdiocese.org.uk/privacynotice)