



Consent Form

Photographs- Videos-Testimonials

School/Community Service Programs

Student or School Staff Member

Name of Individual Whose Personal Data Will be Collected Circle One

Staff Member Job Title

Parent or Legal Guardian

Name of Parent or Guardian (if student is under 18 years of age or if incapacitated)

Circle One

Name of school involved in the community service program

Postal Address (if a Minor or if incapacitated, include Parent or Guardian's address)

Email Address (if a Minor or if incapacitated, include Parent or Guardian's email address)

What is the purpose of this Consent Form?

Cummins participates in school programs to help students and the communities where we operate. From time to time, we engage in projects that involve photographing or recording the experiences or testimonials of students, teachers or other administrators involved in those programs and how they impacted their school or benefitted the students.

Is my participation voluntary (i.e., do I have a choice whether or not to participate)?

Yes, your participation (or, if you are signing on behalf of a minor or incapacitated student, their participation) is completely voluntary. We provide this consent form to participants (or, in the case of minors or incapacitated students, to their parent or legal guardian) so that they are aware of the purpose of the program, the information that we collect, how that information will be used and shared, how it will be stored and safeguarded, how it will be retained, and the rights that individuals have in relation to the data that we collect and hold.

What can Cummins do with my photos or personal information if I consent?

By providing consent, Cummins and/or your school may take photos of you, or record a statement from you about your experience with the school program. Cummins has the right to edit, reduce, enlarge, crop, or otherwise include/omit portions of the photographs and surrounding testimonial information that you agree to share in connection with this authorization.

Cummins and/or your school may publish this information in electronic or print format within Cummins or the school or share it with other Cummins groups in other countries, such as where we operate similar school programs. The information may also be used on the Cummins or school Intranet (internal websites) but will not be posted or published externally nor uploaded onto social media.

The information may also be shared with your school or other schools that are part of this program, either at your location or other countries. If so, the schools are also required to uphold a similar level of protection to that provided by Cummins and may not post or share the information externally such as on the Internet.

Can I choose to provide a testimonial (i.e., a statement about my experience with the school program) without using my photo?

Yes. You can provide a testimonial about your experience in the school program without providing your photo. If so, please check the box below.

☐ I permit only the use of my testimonial for this program, along with my name, but not my photos.

Will Cummins share my information with any other parties?

As described above, your information may be shared with other schools that are interested in participating in similar school programs, or that already participate in those programs. If so, those schools will be required to sign an agreement confirming that they will uphold a similar level of protection for your data as that provided by Cummins. Cummins may also share your information with subcontractors (third-parties) assisting us with the program or videotaping. If so, those subcontractors are also required to uphold a similar level of protection for your data and can only use the data in connection with assisting Cummins with this program.

How will my data be safeguarded?

Cummins and your school have put in place safeguards that are aligned with the sensitivity of the data, and that are designed to protect the data from loss, misuse, alteration, destruction or unauthorized access.

Am I entitled to any payments or ongoing compensation from the use of my photos or information?

No. You understand that participation in this program is purely voluntary and that you will not receive any payments or other reimbursement for participating in this program or for signing this authorization form. You also understand that you have no copyright privileges for your photographs, information or testimonials provided to Cummins and that those materials will become the sole property of Cummins and/or your school.

Can I withdraw my consent later if I change my mind?

Yes, you can withdraw your consent at any time by sending a written request to withdraw to Cummins at _____. If you have any questions, you can call us at _____. You will receive a confirmation of this change in writing, either by postal mail or email. Please allow 10 days from receipt of your request for processing. If you withdraw your consent, it will apply to new uses of your photos or information but will not apply to any use of your photos, videos, testimonials, or other information that you provided in connection with the testimonial program to the extent that the use of that information has already been initiated. Cummins and your school do not have an obligation to stop using or retrieve materials that have already been prepared with your information, including providing it to other schools with similar programs.

What legal rights am I releasing by signing this form?

By signing this form, you understand that you are releasing your school as well as Cummins, its affiliates, employees, and any subcontractors involved in the project from any legal claims arising out of the use of your personal information including photographs or videotapes. You also have the right to request access to your information, and, if you feel that it is incorrect or was collected improperly, to request amendment or erasure. If you feel that we have violated your data protection rights, you also have the right to file a claim with Cummins or your school.

How long will my data be retained?

Your information will be retained by Cummins and/or your school in accordance with legal and business requirements, and then securely destroyed.

Consent and Signature Provisions

☐ Yes, I understand and agree with the above. I authorize my school and Cummins to proceed with my photographs, videotaping and/or testimonial as described in this form. I understand that I am not obligated in any way to sign this form and do so voluntarily. I also confirm that I am of full age and competent to make decisions relating to my personal information.

For Parent or Guardian: I confirm that I am the parent or legal guardian of the individual identified on this form, about whom the data will be collected, and that I have the right to provide authorization on their behalf.

Signature of Individual

Print Name

Date

Signature of Parent or Guardian
(For minors or incapacitated individuals)

Print Name

Date