

OBSERVATION CONSENT + CONFIDENTIALITY AGREEMENT

IDEO

IDEO LLC
2525 16th Street
San Francisco, CA 94103, USA

IDEO INFO*

IDEO Observer

IDEO Project ID

Today's Date

PARTICIPANT INFO*

I hereby confirm understanding of the declarations made in Nos. 1 to 3 of this Observation Consent + Confidentiality Agreement (and, if checked No. 4):

Your Name

ebotzler-rodgers@co.humboldt.ca.us

Your Email or Phone

Signature

(Parent or Guardian if Under 18 Years of Age)

In Addition to Parent or Guardian

Signature
(Child Age 7-17)

1 CONFIDENTIALITY

Maintaining your confidentiality

All personal information you disclose to IDEO during this session is confidential. Unless required by law or to protect the rights of any person, IDEO agrees not to disclose any information you provide to us, including your personal data, to any third party beyond the project team without your permission.

Please know that you are always free to end the session at any time and for any reason.

Feedback

To the extent you provide IDEO with feedback concerning products and/or services of IDEO or its client, you agree that IDEO and its client may freely use such feedback without restriction.

Maintaining IDEO's confidentiality

All information IDEO discloses to you during this session is confidential. *Subject to all applicable laws and statutes, including without limitation the California Public Records Act*, you agree that you will not disclose any information or feedback discussed during this session to any third party, and you will not use such information or feedback for any purpose except to provide feedback to IDEO. In order to avoid and eliminate the potential for bias, you understand and agree that IDEO may withhold the client's identity until after the interview is completed.

2

WHY WE MAY RECORD OR DOCUMENT SESSIONS

To review at a later date

Recording sessions allows us to spend less time writing notes during the session and more time focusing on the discussion with you.

To share with IDEO colleagues and client

Not all project team members may be present to observe this session and benefit from your contribution. Recording the session allows us to share the content of this observation with the project team at a later time. We may include limited portions of any recordings in reports and designs for our client's internal use only. The project team includes IDEO employees and representatives, and our client's employees and representatives.

You understand and agree that information about you, and the content of your session, may be transferred and shared with project team members outside your country of residence.

3

OWNERSHIP OF THE RECORDINGS OR DOCUMENTS

You understand and agree that video or audio recordings and/or transcripts or photographs may be made of your session. IDEO shall own such recordings or documentation, and you grant IDEO permission to use your voice, image and likeness in the recordings or documentation in relation to the project, including in project related derivative works (for example a presentation for our clients). However, **we will not use these recordings or transcripts publicly unless you give separate permission.**

4 OPTIONAL

Use Pseudonym

YES NO

When talking about this session we will use a shorthand (First Name only, Last Name only, or Initial(s)) to refer to you, but if you would like us to use a pseudonym, please check yes.

Future participation

YES NO

IDEO may contact me for future projects

We will not contact you for another purpose without this consent.