Information Sheet for the Study “ISS Engagement with The Hague Organizations during COVID-19: Lessons learned from local and international solidarity”

Objective of the Study
This study is led by Kees Biekart (ISS / CI) and is realized in the Autumn of 2020.

The objective of this study is to organise three research webinars with representatives from three different clusters of organizations from The Hague to explore and discuss the impact of the Covid-19 crisis on the practices of (international) solidarity. The webinars will result in a report, but participant views will be de-identified. In case we want to quote you by mentioning your organizational affiliation, we will ask prior permission. An academic publication may result from the project, but also here we will respect the privacy of the participants.

How do we proceed?
You will take part in a study which collects information by means of storytelling webinars, in which stories will be shared and narratives harvested. These webinars will be recorded for transcription purposes.

Potential Risks and Inconveniences
There are no physical, legal or economic risks associated with your participation in this study. You don’t need to share any stories with which you don’t feel comfortable. You are taking part on a voluntary basis and can stop whenever you want to.

Payment
You will not receive any payment for taking part in this study.

Confidentiality of Information
We will do everything we can to protect your privacy as much as possible. Confidential information or personal data relating to you will not be publicised in any way; no one will be able to trace this information/data back to you.

The information collected from you will only be used by researchers within the same area of research at Erasmus University. Your information will be pseudonymised as much as possible. Your information will only be used for studies in other areas of research.

We will render data de-identified or use pseudonyms in publications. The webinar recordings, forms and other documents which will be made or collected for the purpose of this study will be stored in a safe location at Erasmus University Rotterdam and on the researchers’ secured (encrypted) data carriers.

The research data will be retained for a period of 10 years. The data will be deleted or de-identified by the end of this period so that it can no longer be traced back to anyone.

If necessary, the research data will be made available to persons outside the research group (e.g. to monitor scientific integrity) and only in anonymous form.
Finally, this study was assessed and approved by the Ethics Committee of the International Institute of Social Studies.

**Voluntary Basis**
Participation in this study is completely voluntary. As participant, you can pull out of the study at any time or, without stating reasons, withdraw your permission for the use of your information in the study. If you decide to pull out from the study, this will not have any adverse consequences for you.

If you decide to pull out of the study, the information you submitted (before you withdrew permission) will be used for the study.

If you wish to pull out of the study, or have any questions and/or complaints, please contact the research leader: biekart@iss.nl

This study will be carried out by the International Institute of Social Studies of Erasmus University Rotterdam (EUR). If you have any specific questions regarding the handling of personal data, you can also submit these to EUR’s Data Protection Officer by sending an email to fg@eur.nl. You also have the right to lodge a complaint with the Dutch Data Protection Authority.

Finally, you have the right to submit a request to access, change, delete or modify your data. You can do so by going to https://www.eur.nl/disclaimer/privacy-statement and submitting your request via the link of the Electronic Service Desk.
By registering for the webinar, I acknowledge and agree to the following:

1. A separate information sheet has told me everything I need to know about the study. I have read the information sheet and have been given the opportunity to ask questions. These questions have been answered sufficiently.

2. I am taking part in this study voluntarily. I am not under any explicit or implicit pressure to take part in this study. It is clear to me that I can pull out of the study at any time, without stating reasons. I don't have to answer a question if I don't want to.

3. I hereby consent to having the data collected during the study processed in the manner stated in the enclosed information sheet. This consent therefore also applies to processing data regarding my political views and/or ideological convictions.

4. I hereby consent to having (sound/video) recordings made during the ZOOM webinar and to having my answers transcribed.

5. I hereby consent to, if relevant, having my stories quoted (pseudonymized) in research publications.

6. I hereby consent to having my research data stored and used for educational purposes and for future research by EUR in other areas of research.