**Declaration of consent for the collection and processing of personal interview data for research purposes**

Research project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Responsible Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project leader / contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Interview: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Description of research project (Please check the relevant box):**

The person to be interviewed receives in advance

☐ an oral explanation of the goals and course of the research project

☐ a written explanation of the objectives and course of the research project

1. **Type of data collection (Please check the relevant box):**

☐ The interviews are recorded with a recording device and subsequently written down by the staff members of the research project.

☐ The interview statements are recorded in writing.

1. **Type of data evaluation (Please check the relevant box):**

☐ anonymised / pseudonymized

For the scientific evaluation of the interview texts, all information, which could lead to an identification of the person is changed or removed from the text. In scientific publications, interviews are cited only in excerpts to ensure to third parties that the resulting overall context of events cannot lead to an identification of the person. Personal contact details are separated from interview data and stored inaccessible to third parties.

☐ not anonymised

The name and position of the interviewee may be mentioned in scientific publications without restrictions and may be associated with the statements made in the interview. The statements used are submitted for authorization prior to publication of the interviewed person.

1. **Consent**

Your participation in the interviews is voluntary. At any time, you have the option of stopping an interview, refusing further interviews and withdrawing your consent to a record and transcript of the interview(s) without incurring any disadvantages.

I agree to participate in one interview / several interviews under the conditions mentioned above:

☐yes ☐no

I agree to be contacted for future related research projects. For this purpose, my contact details are stored beyond the end of the research project.

☐yes ☐no

1. **Possibility of revocation**

You can make use of your right of objection at any time without stating any reasons and revoke the granted consent partially or completely with effect for the future. You can submit the cancellation either by post, by e-mail or by fax to the above-mentioned contact person. In this case, the personal data and conversations are deleted immediately.

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Last name, first name in block letters

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Place, date, signature