Online Consent Form: Template for Email
Department of Work, Employment and Organisation

Hi [name]

Thanks for agreeing to participate in our research project.

Ahead of our online meeting, and as part of our ethics process for our fieldwork, we wanted to share the participant information form (attached) and our privacy notice with you.

We also would kindly ask for your consent for the interview to be recorded. You can see the details for the consent form below. If you agree with the below it would be appreciated if you could send us the form back by email confirming your consent and with the changes made (highlighted in yellow).

We are looking forward to seeing you soon online.

Best wishes,

[Name of interviewer]

Title of study: *Employee voice: a multidisciplinary study of contemporary working lives*

- I confirm that I have read and understood the Participant Information Sheet for the above project and the researcher has answered any queries to my satisfaction.
- I confirm that I have read and understood the Privacy Notice for Participants in Research Projects and understand how my personal information will be used and what will happen to it (i.e. how it will be stored and for how long).
- I understand that my participation is voluntary and that I am free to withdraw from the project at any time, up to the point of completion, without having to give a reason and without any consequences.
- I understand that I can request the withdrawal from the study of personal information that identifies me and that whenever possible researchers will comply with my request.
- I understand that anonymised data (i.e. data that do not identify me personally) cannot be withdrawn once they have been included in the study.
- I understand that any information recorded in the research will remain confidential and no information that identifies me will be made publicly available.
- I consent to being a participant in the project.
- I consent to being audio and/or video recorded as part of the project Yes / No

	E-Mail:
Signature of Participant:	Date: