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Participant Information Sheet

Project Title: Our Heritage/ Ons Erfgoed
Name of Researcher: Emanuella de Ruiter

Researcher Introduction

My name is Emanuella de Ruiter, I am studying a Masters of Fine Arts (specialising in photography). This research project is part of my study at the Elam School of Fine Arts, which is part of the faculty of the National Institute of Creative Industries at the University of Auckland.

Project Description and Invitation

I'm undertaking a research project that aims to document the experiences of Dutch New Zealanders, both with regards to what their life was like in Holland and their immigration to New Zealand. I believe it is important to record these personal experiences to preserve the cultural heritage and history of those involved. This will ensure that future generations of Dutch New Zealanders can understand and acknowledge the complex history that shapes their current place in New Zealand society. You have been selected as a person of interest to interview because you have emigrated from the Netherlands to New Zealand, you identify as a Dutch New Zealander and belong to a Dutch Society/Club in Auckland or Christchurch.

Project Procedures

If this invitation is accepted by you (the participant), I will be conducting a video-recorded interview with you in your home (lasting no more than one hour). The interview questions will focus on your experiences in Holland and your subsequent immigration to New Zealand. I will take various photographs including a portrait of you and of various rooms in your home under your supervision. I will be in contact with you by email or phone to decide the best and most convenient time for you in which this can take place. Once I have developed the photographs and annotated the interview I will allow you to view them and/or make changes if you would like to. At this point I will also ask for your approval to use them within my project. If you do not want the interview or a particular photograph used I will give it to you in a digital format to keep or it can be destroyed. You will be invited to attend the 2015 Elam Graduate Open Day exhibition where the photographs and the information gathered in the interview will be on display. The

outcome of the research will be to produce a series of digital prints alongside transcribed documentation of the interviews, a digitally printed photographic artist's book (single or less than five editions), and possibly a video with the interviews.

Data Storage/Retention/Destruction/Future Use

All information gathered will be handled in such a way that protects the confidentiality of the participant and ensures the long term safe custody of stored data. Short term, however, while the project is being carried out, digital photographic files (scans from film negatives, digital photographic files, and digital video recordings) will be stored on the researcher's computer to enable the ongoing processing of research data. All care will be taken to protect the researcher's computer, and its files, over this period. Duplicates of all digital files, accessible only to the researcher and supervisor, will be stored on an external hard drive secured in a locked staff office for safekeeping. After completion of the project the researcher will store all approved research material indefinitely, in locked storage, for potential future (non-commercial) artistic purposes such as exhibition. An exhibition may consist only of the work created in this project, or it could include some of the work created in this project placed alongside newer images. The Consent Forms (which are the only site of personal information) will be kept in a locked filing cabinet in a locked staff office for safekeeping for a period of six years and then destroyed. When the project is complete you can request to have a copy of the recordings of you in either digital or printed form.

Right to Withdraw from Participation

Participants have to right to withdraw from the project at any time until 25 October 2015. If recordings have already been taken they can be destroyed at the participant's direction.

Anonymity & Confidentiality

Participants will only be named in the project if they give permission to do so in the consent form. If they do not give permission the researcher will take care in ensuring that the participant's confidentiality remains intact by not providing the participants name, address or other details in any of the documentation. Instead, they will be assigned a number to be referred to in all written material. Anonymity however, cannot be assured due to the descriptive nature of photography and film/video, and in particular the genre of portraiture, which means that the participant will be recognizable in some photographs.

Contact Details:

My contact details:

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Course Co-ordinator:

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For any queries regarding ethical concerns you may contact the Chair:

The University of Auckland Human Participants Ethics Committee
The University of Auckland, Research Office
Private Bag 92019,
Auckland 1142.

Telephone: 09 373-7599 ext. 83711.
Email: ro-ethics@auckland.ac.nz

APPROVED BY THE UNIVERSITY OF AUCKLAND HUMAN PARTICIPANTS ETHICS
COMMITTEE ON 26 APRIL 2015 FOR (3) YEARS REFERENCE NUMBER 014498.