



FUTURE IN SIGHT

Photography and Video Recording Policy

As part of its mission-driven work, Future In Sight may photograph or record employees during work-related activities, events, programs, or normal operations for use in organizational communications, educational materials, outreach, and fundraising efforts.

The organization makes every reasonable effort to:

- Inform employees when photography or video recording is taking place
- Use images and recordings respectfully and in alignment with the organization's values and mission

Employees who choose not to consent may opt out by completing the section below. Choosing to opt out will **not affect your employment, job duties, performance evaluations, or opportunities**. If you opt out, we will make reasonable efforts to ensure you are not included in photos or videos used for organizational purposes, but we also ask that you make the effort to not participate in photos or videos that are being taken by marketing staff moving forward.

Employees with questions or concerns about the use of images or recordings should contact the **Director of Development, Marketing & Communication or the Chief Financial & Operating Officer**.

Photography and Video Recording Opt-Out Form

I do not give consent for the use of my photo or video

Employee Signature: _____

Printed Name: _____

Date: _____