

PARTICIPANT INFORMATION SHEET

SEQ food systems strategy

Aim of this activity

This forum will be co-hosted by CSIRO and SEQ partners and bring together food producers and organisations who are interested in exploring opportunities to innovate and build a resilient food system in South East Queensland.

What is involved?

This forum will engage your expertise to (a) explore challenges and opportunities for local producers and businesses to adaptively manage long term (eg population pressures) as well as short term (global events) impacts facing the food system in South East Queensland. Data, including your written contributions, photos of the event and your comments will be collected during the forum and may be used for scientific papers, and inform a SEQ food system strategy

Participation and withdrawal

Your participation is voluntary. You are free to withdraw at any time. Your decision to participate (or not) will not affect your current or future relationship with the organisers. If you do not want to be recorded on video or wish to withdraw from the event at any time, please contact Cathy Robinson (see contacts below). You can request that any responses you have provided up to that point be deleted. If you wish to amend or strike comments made you can contact us within two weeks of the forum.

Risks and benefits

Participants will be able to share and learn from others to help enhance understanding and contribute to a more comprehensive evaluation of how local production can support a disruption-ready food system. Participation in this activity is low risk. There is a chance some participants may perceive professional or reputational risk if they raise issues that are contentious. Individual risk will be minimised in how we report and we will seek your input if there is a chance/concern that particular findings may be sensitive, or de-identification not possible because of the nature of the content. At all times, our commitment is to be constructive and respectful in any discussion of the information you and others share with us. If at any time during your involvement in this activity you are uncomfortable, you should feel free to not participate.

Confidentiality

Information you share with us will be de-identified and aggregated, and analysis will be based on broad thematic areas. You will not be directly identifiable in any written reports, publications, presentations or discussion of results unless you have given consent otherwise.

How will my information be used?

The information you provide during the workshop will be analysed to achieve the aims of the project. These analyses may be synthesised and communicated via reports, videos, internal and public CSIRO presentations, scientific papers, and conference presentations. Scientific manuscripts, videos, presentations and short reports will be publicly available. All other material produced will be shared internally only and may be used in future CSIRO research in a de-identified manner.

Your privacy

Your information is protected by the Privacy Act 1988 (Cth) and will be handled in accordance with this Act and the NHMRC National Statement on Ethical Conduct in Human Research (2007, Updated 2025). CSIRO's Privacy Policy outlines further details about how your personal information will be handled, including details on how you can seek access or correction of the personal information we hold about you, how you can complain about a breach of the APPs and how CSIRO will deal with the complaint. If you require further information on how your personal information will be handled, please contact privacy@csiro.au or the project team using the details below.

Ethical clearance

This study has been cleared in accordance with the ethical review processes of CSIRO (reference number 003/23) and follows the guidelines set out in the National Statement on Ethical Conduct in Human Research (2007 updated 2025). If you have any questions concerning your participation in this activity feel free to contact the researchers involved. Alternatively, any concerns or complaints about the conduct of the study can be raised with the Manager of Social Responsibility and Ethics by email at csshrec@csiro.au or via phone on +61 7 3833 5693.

Contact

Dr Cathy Robinson – Principal Research Scientist, CSIRO Agriculture and Food.

Catherine.Robinson@csiro.au

Please review the information above and sign below if you agree to participate in this activity

Name:

Signature

Date:

CSIRO Media Release Statement

CSIRO seeks your permission to take, use and disclose images, sound or vision recordings of you, in relation to participation that will contribute to the **SEQ food systems strategy** upon the following terms:

1. You irrevocably agree and consent that CSIRO may film, video, photograph and/or audio record you and use and disclose the resulting material ("Materials") including your image, voice and name, in all formats and media as determined by CSIRO including, but not restricted to, video, website, print and all digital applications in which the Materials may be incorporated including social media, communications, marketing and advertising.
2. CSIRO and its subcontractors, licensees, sub-licensees and agents may modify the Materials as they see fit provided such modification is lawful and non-defamatory.
3. CSIRO will own all right, title and interest (including copyright) in the Materials as well as all results, proceeds and other benefits which emanate from use of the Materials and you hereby agree to enter into any legal documents required to effect the transfer of the aforementioned rights in the Materials immediately upon being requested by CSIRO to do so.
4. You acknowledge and agree that you are not entitled to remuneration, royalties, payment or any other benefit from CSIRO or any other party for use of the Materials.
5. Other than with CSIRO's consent (CSIRO acting in its entire discretion), you shall have no right to use the Materials in any manner and have no right to allow third parties to use the Materials.
6. You have read and understand the meaning of this Release Form.
7. You have read and consent to the Privacy statement, including the overseas disclosure of the Material and the collection of your sensitive information referred to below.

Privacy statement and consent

CSIRO is bound by the provisions of the *Privacy Act 1988* (Privacy Act), including the Australian Privacy Principles (APPs) contained in Schedule 1 of that Act. The APPs govern the way the CSIRO handles personal information. This includes how we collect, use, disclose and secure personal information.

CSIRO has collected your personal information (the Materials as set out in the Release statement above) for the purposes of marketing, research or advertising activities relating to the SEQ Food Systems strategy. The Materials as set out in the release form above, may contain your sensitive information, which is a type of personal information. Sensitive information is defined in the Privacy Act and includes information about your racial or ethnic origin, religious beliefs, sexual orientation or practices, and health information. By accepting the event invitation, you have consented to the collection of your sensitive information.

CSIRO has obligations under APP 8 when disclosing personal information overseas to take reasonable steps to ensure that the recipient does not breach the APPs in relation to that information. By signing the Release Form you have consented to the Materials being made available online on the web and social media platforms, which may be accessible by anyone in the world, and acknowledged that CSIRO is no longer required to comply with APP 8 in relation to that information.

The CSIRO Privacy Policy available online at <https://www.csiro.au/en/About/Access-to-information/Privacy> outlines how CSIRO handles personal information, including details about how an individual can seek access or correction of their personal information. The Privacy Policy also contains information on how an individual can complain about a breach of the APPs and how CSIRO will deal with the complaint. If you require further information on how your personal information will be handled, please contact privacy@csiro.au.

Please review the information above and sign below if you agree to participate in this activity

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Signature

Date: