

Organisation Agreement Form

NTCIR16-Lifelog4 Task

February 2021

The _____, an organisation of approximately _____ people engaged in research and development of lifelog and information retrieval systems which is part of:

Corporation/Partnership/Legal Entity: _____

Official Mail Address: _____

Email of Contact: _____

Phone: _____

applies to receive/use the data designated as NTCIR16-Lifelog4 Collection subject to the terms and conditions listed below. In what follows “the project” refers to the NTCIR16-Lifelog4 task and follow-on research activities within the organisation. The understandings, terms and conditions apply equally to all, or part of, the data.

The NTCIR16-Lifelog4 collection comprises image files and metadata gathered by one volunteer between 2015 and 2018. NTCIR16-Lifelog4 is being made available to participants for use in the project, or in project related research.

Given the nature of NTCIR16-Lifelog4, it is impossible for us to fully review all of the files or to confirm the nature of the files or the data in the archive. The project organisers are not responsible for the data contained therein. Some of the data in NTCIR16-Lifelog4 may contain objectionable material. Any user that feels that any data within NTCIR16-Lifelog4 is objectionable is encouraged to contact the organisers immediately. We reserve the right to remove any file from NTCIR16-Lifelog4 for any reason whatsoever.

The terms and conditions that govern the use of NTCIR16-Lifelog4 are as follows:

- The data must only be used in the project, or in project related research.

- If notified by the organisers that a given file must be removed from the dataset, the data holder will immediately destroy all instances of that file. The data holder will maintain all records necessary to carry out such an immediate deletion.
- The task organisers (and their legal entities) do not accept any responsibility for the accuracy of the data or any metadata associated with the NTCIR16-Lifelog4 dataset.
- The anonymity of the individuals represented in the NTCIR16-Lifelog4 dataset must be respected. It is therefore not acceptable to try to identify individuals (either the data donors, or bystanders contained therein).
- The data must not be published online or via any other means. A sample of the data will be made available for publishing online or otherwise to all participants.
- Each organisation, and the individuals associated with that organisation, must take care to securely store the NTCIR16-Lifelog4 data and to respect the privacy of the individuals involved in gathering the data and represented in the data.
- Every individual who works with the NTCIR16-Lifelog4 dataset must sign an individual data release form and this must be kept by the organisation, and made available to organisers if requested to do so.
- The NTCIR16-Lifelog4 dataset must not be shared with any individual outside of the Organisation.
- For any publications emanating from research involving the NTCIR16-Lifelog4 dataset, the appropriate publication describing the dataset should be referenced. Details will be provided on the NTCIR16-Lifelog4 website.

By the Organisation:

Signature: _____

Date: _____

Name (Printed): _____

Email Address: _____

Please print, complete the above, and email a scanned PDF to ntcir-lifelog@computing.dcu.ie