

Employee Consent Form for Audio/Video Recording

An **employee consent form** for audio/video recording ensures that employees are informed and agree to being recorded during work-related activities. This form protects both the employer and employees by clearly outlining the purpose and scope of the recordings. Proper documentation helps maintain trust and legal compliance in the workplace.

Employee Name:

Position/Department:

Purpose of Recording: Describe the purpose and scope of the recording.

Type of Recording:

Audio Video

Date(s) or Date Range: e.g., June 15, 2024 or June 15–20, 2024

Consent Statement:

I hereby acknowledge that I have been informed and understand that audio and/or video recordings may be taken in connection with my employment, for the above stated purpose. I voluntarily give my consent to be recorded and understand that the recordings may be used for work-related purposes, including but not limited to training, documentation, and performance evaluation.

Employee Signature: (Signed by hand for printed forms)

Date:

Employer Representative:

Signature: (Signed by hand for printed forms)

Date:

Note: This sample form is provided for informational purposes only and does not constitute legal advice. Please consult your legal advisor to ensure compliance with applicable laws and regulations.