



Photography and Video Policy

Every child in our care deserves to be protected from the misuse of photographic and video images of themselves, taken whilst they are under the care of Virlanie Foundation, Inc. As stated in Art. XV. Sec. 3(b) of the 1987 Philippine Constitution: “the State shall defend the right of children to assistance, including proper care and nutrition, and special protection from all forms of neglect, abuse, cruelty, exploitation and other conditions prejudicial to their development...”

Purpose

It is our policy to use photographs taken in the Foundation to support the children's learning, children's individual progress and promote the Foundation's mission.

Guidelines

Official photographs or videos recorded within the Foundation should only be taken by members of the Virlanie staff.

In case the Foundation or its partner hires an outside agency to take photographs and video, the following guidelines should be abided:

- Video and photo shoots **shall be assisted and supervised by the Virlanie Officer** in charge.
- Whenever possible, the **photos/videos should be taken from a distance or from behind** so that individual children are difficult to identify.
- Children **under the adoption list/prospects and under Child Protective Custody** should not be included in any photograph and video footage.
- Any material **is not allowed to be published on the internet** as the Foundation has no control over these images once they are in the public domain. If the visitor wishes to publicize any photo/video, **all materials must be coordinated and submitted** to the Virlanie Engagement Officer for review prior to publication.
- Any video and photograph within the vicinity of the Foundation or any official event of Virlanie is **reserved for the exclusive use of Virlanie and the visitor. Photos shouldn't be used for commercial purposes** unless otherwise agreed upon with the Foundation.

While we trust that most of Virlanie Foundation's visitors have the children's best interest in mind, photos cannot be controlled once shared on the internet and can put children at risk. Together, we have a responsibility to ensure every child's safety and privacy.

I, _____, affiliated with _____, hereby agree to abide by this photography policy.

Signature

Date



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