**Participant Information Sheet**

**Study Title**: Risk communication, training, and trust in governmental entities as factors influencing flood preparedness

**Researcher**: Leen Gammoh

**ERGO number:** 53561

You are being invited to take part in the above research study. To help you decide whether you would like to take part or not, it is important that you understand why the research is being done and what it will involve. Please read the information below carefully and ask questions if anything is not clear or you would like more information before you decide to take part in this research. You may like to discuss it with others but it is up to you to decide whether or not to take part. If you are happy to participate you will be asked to sign a consent form.

**What is the research about?**

I am Leen Gammoh a Post Graduate Researcher at the University of Southampton, in the Business School department. I am requesting your participation in a study regarding information communication, training, and trust in governmental entities as factors influencing flood preparedness, for my PhD research. This research aims to examine the link between these dimensions (risk communication, training, and trust in governmental entities) and natural disaster preparedness, namely; flooding in the context of Jordan, a country in the Middle East that was lately impacted with flash floods and snowstorms.

**Why have I been asked to participate?**

To study the links between disaster awareness, through information communication and training, in addition to, trust in governmental bodies, data will be captured on opinions and experiences of students in higher education institutions. Currently, there is very limited information available on the existing procedures and levels linked to such matters, especially in Jordan. Through recognizing gaps in current practices, targeted interventions could be realized to support present flood disaster communication, awareness and preparedness, with a focus on flood disaster risk reduction.

**What will happen to me if I take part?**

You will be given a brief explanation of the study, and your rights, including that no personal information is going to be collected from you which can identify you. After you approve on participating based on your personal decision and with no pressure from the researcher, this will be considered as a consent. You will then be given a hard copy survey that takes 15-20 minutes to fill. You have the right to withdraw at any time without your rights being affected. Finally, you will receive a debriefing form, but not a copy of the results unless you contact the researcher and ask for it.

**Are there any benefits in my taking part?**

Taking part in this research will add up to the current knowledge for such topic. As such research has not been done before especially in Jordan, and knowing the results will aid in better understanding of the level of flood preparedness and disaster awareness, in terms of, flood information communication and training, in addition to the level of trust of locals in governmental entities.

**Are there any risks involved?**

There are no personal direct risks present. However, if potential psychological distress arises for you through getting memories, of having experienced recent floods, the debriefing form provides contact details of organisations (e.g., charities, community groups) that can support and assist you.

**What data will be collected?**

1. Anonymity and confidentially are promised as no personal data whatsoever that could identify you are collected.
2. All the data will be collected, analysed and stored securely.
3. Encrypt identifiable data, as all forms will be scanned into the laptop of the researcher, which is password protected and the hard copies will be kept at a cabinet locked away.
4. Properly disposing, or deleting study information, after research will be done, according to the University of Southampton’s policy.
5. Overall access to anything related to this data collection will be restricted to the main researcher in addition to their supervisors (Ian Dawson, Konstantinos Katsikopoulos).

**Will my participation be confidential?**

Your participation and the information collected about you during the course of the research will be kept strictly confidential. Only members of the research team and responsible members of the University of Southampton may be given access to data about you for monitoring purposes and/or to carry out an audit of the study to ensure that the research is complying with applicable regulations. Individuals from regulatory authorities (people who check that we are carrying out the study correctly) may require access to your data. All of these people have a duty to keep your information, as a research participant, strictly confidential.

Participant confidentiality and anonymity will be maintained. Researcher maintained compliance with Data Protection Act through the University policies.

Results will be scanned and saved in encrypted files on the researches laptop. Whereas, the hard copies of the survey, will all be locked away at a cabinet, in which the only person who has the keys is the researcher.

**Do I have to take part?**

No, it is entirely up to you to decide whether or not to take part. You will not be under any circumstance pressured or influenced by the researcher to take part. And wanting to participate will be solely based on your personal decision.

**What happens if I change my mind?**

You have the right to change your mind and withdraw at any time without giving a reason and without your participant rights being affected. As a participant in this study, you can easily withdraw by simply leaving the survey sheet empty.

**What will happen to the results of the research?**

No personal details are collected in the research. Research findings made available in any reports or publications will not include information that can directly identify you without your specific consent.

Researcher will properly delete study information, after research is done and research and its findings will be submitted to the University of Southampton. Participant will receive a debriefing form, but not a copy of the results unless they contact researcher and ask for it. Under University of Southampton policy, the research data will be available for a minimum of 10 years for staff and postgraduate research students. Access to the information whether the hard copies or the scanned (soft) copies, will be restricted to the researcher directly involved in the research before, during and after the research activities, in addition to their supervisors, when needed for the research development.

**Where can I get more information?**

Researcher, Leen Gammoh can be contacted via, [lag1u16@soton.ac.uk](mailto:lag1u16@soton.ac.uk).

**What happens if there is a problem?**

If you have a concern about any aspect of this study, you should speak to the researchers who will do their best to answer your questions. Leen Gammoh can be contacted via, lag1u16@soton.ac.uk.

If you remain unhappy or have a complaint about any aspect of this study, please contact the University of Southampton Research Integrity and Governance Manager (023 8059 5058, [rgoinfo@soton.ac.uk](mailto:rgoinfo@soton.ac.uk)).

**Data Protection Privacy Notice**

The University of Southampton conducts research to the highest standards of research integrity. As a publicly-funded organisation, the University has to ensure that it is in the public interest when we use personally-identifiable information about people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use information about you in the ways needed, and for the purposes specified, to conduct and complete the research project. Under data protection law, ‘Personal data’ means any information that relates to and is capable of identifying a living individual. The University’s data protection policy governing the use of personal data by the University can be found on its website (<https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page>).

This Participant Information Sheet tells you what data will be collected for this project and whether this includes any personal data. Please ask the research team if you have any questions or are unclear what data is being collected about you.

Our privacy notice for research participants provides more information on how the University of Southampton collects and uses your personal data when you take part in one of our research projects and can be found at <http://www.southampton.ac.uk/assets/sharepoint/intranet/ls/Public/Research%20and%20Integrity%20Privacy%20Notice/Privacy%20Notice%20for%20Research%20Participants.pdf>

Any personal data we collect in this study will be used only for the purposes of carrying out our research and will be handled according to the University’s policies in line with data protection law. If any personal data is used from which you can be identified directly, it will not be disclosed to anyone else without your consent unless the University of Southampton is required by law to disclose it.

Data protection law requires us to have a valid legal reason (‘lawful basis’) to process and use your Personal data. The lawful basis for processing personal information in this research study is for the performance of a task carried out in the public interest. Personal data collected for research will not be used for any other purpose.

For the purposes of data protection law, the University of Southampton is the ‘Data Controller’ for this study, which means that we are responsible for looking after your information and using it properly. The University of Southampton will keep identifiable information about you for 10 years after the study has finished after which time any link between you and your information will be removed.

To safeguard your rights, we will use the minimum personal data necessary to achieve our research study objectives. Your data protection rights – such as to access, change, or transfer such information - may be limited, however, in order for the research output to be reliable and accurate. The University will not do anything with your personal data that you would not reasonably expect.

If you have any questions about how your personal data is used, or wish to exercise any of your rights, please consult the University’s data protection webpage (https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page) where you can make a request using our online form. If you need further assistance, please contact the University’s Data Protection Officer ([data.protection@soton.ac.uk](mailto:data.protection@soton.ac.uk)).

**Thank you.**

Thank you for taking the time to read the information sheet and considering taking part in the research.