

AIFD-GUIDE-DIS-001

Disclosure Template / Reading Guide

GUIDE DE LECTURE DU MODÈLE DE DIVULGATION

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English text authoritative. French titles support international navigation.

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1 Purpose and controlling sources

This reading guide accompanies the machine-readable AIFD disclosure template. It explains how to prepare a declaration under AIFD-STD-PRO-001 Edition 4.2, with classification under AIFD-STD-DEF-001 Edition 5.1 and rights evidence under AIFD-STD-RGT-001 Edition 4.0. The standards prevail over this guide. Completing the template does not grant accreditation or establish ownership of a work.

2 Prepare the exact work version

Identify the title, cut or version, running time and year. Compute SHA-256 from the exact finished file; a new export requires a new hash. Retain a copy of the file and the declaration it supports. Do not copy a hash, person identifier or signature from any example.

3 Complete the declaration

RECORD SECTION	WHAT TO ENTER
work	Title, version, actual SHA-256, duration and completion year.
classification	One class and the level for image, script, performance and sound. Report undetermined where the standard permits it; do not replace uncertainty with none.
systems	Provider, product, version or use window, axes, level, and whether output is direct or intermediate. Identify material and constitutive systems.
responsible_producer	The natural person responsible, the producing organisation and jurisdiction. Add ISNI or LEI only when actually held.
oversight_attestation	Truthful statements about the human decision points; retain the associated records.
rights_basis	The actual terms, source rights, performer agreements, consent records and provenance facts that support the declaration.
corrections	A working contact and the correction commitment required by PRO clause 8.
signature	Responsible producer, capacity, date and actual signing method. Empty signature fields do not create a signed declaration.

4 Null, false and not applicable

Null means incomplete. False means the stated fact is not true; it does not mean not applicable. Use the human-readable summary to explain conditional fields, including consent where no likeness or voice synthesis is present. Do not turn a field to true merely to complete a form. Option arrays describe permitted vocabulary; they are not the declaration itself.

The example is fictional and illustrates structure only. Its file hash, ISNI and signature are deliberately unfilled. Example system names, organisation names and contact details are not endorsements or verified facts.

5 Review, sign and retain

Check the declaration against the finished work, licence and consent records, model-use evidence and human review records. Resolve inconsistencies before signing. Have the responsible producer sign the human-readable summary by the method actually used, and retain it with the JSON and evidence. Follow PRO clause 9 for retention; follow PRO clause 8 for corrections and retractions.

6 Public summary and confidential evidence

A public disclosure summary can identify the class, systems, responsible producer and work version where the applicable scheme requires it. Personal consent records, private identity documents, confidential contracts and signing secrets should not be placed in a public JSON download. Supply review evidence through the applicable controlled process. A content hash fixes bytes; it does not establish consent or replace a signature.

7 Sources and practical checks

CHECK	SOURCE
Classification and axes	ifaifpa.org/standards/AIFD-STD-DEF-001
Disclosure, signing and correction	ifaifpa.org/standards/AIFD-STD-PRO-001
Rights and provenance	ifaifpa.org/standards/AIFD-STD-RGT-001
Current public accreditation status	ifaifpa.org/registry
Download the JSON template	ifaifpa.org/docs/aifd-disclosure-template.json