



Sligo Yacht Club

CCTV GDPR Policy 2022

CCTV Policy

Closed circuit cameras operated on this premises are regulated in accordance with the GDPR and the Data Protection Act, 2018. This policy was last reviewed in June 2022 and is subject to change.

Purpose of Recording

CCTV recording on this premises takes place for the safety and security of employees and visitors, and in order to detect intruders.

CCTV will be only used for the purpose of monitoring employees and visitors where there is an established risk to their health and safety, e.g. In locations where accidents have previously happened. Notices will be put in place should such monitoring take place.

CCTV will not be used for covert surveillance unless in conjunction with an investigation and where approved legal counsel and / or An Garda Siochana.

System Access

Our system is operated by the Sligo Yacht Club Committee and Designated Data Controller who is on the Committee. We employ the services of Power Right Security when required. Access to the CCTV is only as necessary and by suitably authorised personnel e.g. Committee Members or those Authorised at committee level or staff of Power Right Security. Remote Access to the System is in place and is accessed by Authorised Personnel. I.E. Committee Member Designated to Supervise Shop will have Access to Shop Associated Cameras.

System Specifications

The CCTV system is a IP Based Static system. It records digital images to a Hard Disk drive. There are no pan-and-tilt cameras in operation. Cameras are in operation 24 hours a day, 7 days per week. Cameras are covering external spaces where member of the public are present.

Signage

Appropriate signage is displayed in prominent locations on the premises to ensure awareness of employees and visitors.



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Retention of Data

CCTV recordings are retained for no longer than 30 days, unless required as evidence in legal proceedings. Access to recordings is restricted to the Data Controller, and suitable personnel from the CCTV service providers, who are bound by the same privacy standards as ourselves.

Subject Access Requests

Data subjects who have been recorded on CCTV must submit Subject Access Requests in writing. Once received, the requested data (if available) will be issued within one month. CCTV will be pixelated to remove images of other Data Subjects before being released.

An Garda Siochana

Access to CCTV recordings can be granted to members of An Garda Siochana when submitted via the appropriate Garda Data Protection form for the purposes of investigation.

This policy comes into force as and from 1st of June 2022.

Authorised by: _____

Richard O'Boyle

Committee Member & Data Controller

Date: 1st June 2022