



CLG Chloigthishe Lusca

Round Towers Lusk GAA Club

CCTV POLICY

Introduction:

This policy relates to the use of Closed-Circuit Television (CCTV) systems throughout Round Towers Lusk GAA Club, Hands Lane, Lusk, Dublin.

1. Purpose:

The purpose of this policy is to regulate the use of CCTV and its associated technology in the monitoring of both the internal and external areas of Round Towers Lusk GAA Club. This includes the identification of responsibilities on Round Towers Lusk GAA Club to ensure adherence to all applicable legislation, including specifically the General Data Protection Regulation (GDPR) and Data Protection Acts 1988 – 2018.

CCTV Systems are installed internally and externally for the purposes of crime prevention, security of the premises and supporting the maintenance of health and safety standards.

2. Scope:

This policy relates directly to the location and use of CCTV and the monitoring, recording and subsequent use of such recorded material. Images captured by CCTV which can directly identify individuals are “personal data” relating to those individuals. Such personal data will be processed in accordance with the GDPR and Data Protection Acts 1988 – 2018.

3. General Principles – CCTV and Data Protection Legislation:

- **Processed Lawfully, Fairly, and Transparently**
In order to process CCTV lawfully, Round Towers Lusk GAA Club have identified ‘legitimate interests’ as the legal basis for the processing of this personal data.
- **Collected for specified, explicit and legitimate purposes and not further processed in a way incompatible with those purposes**
Round Towers Lusk GAA Club will ensure that CCTV is only processed in a manner consistent with this policy and will not further process any images gathered by the CCTV.
- **Adequate, relevant and limited to what is necessary**
Round Towers Lusk GAA Club will ensure the CCTV cameras are placed only where necessary and will not be placed in covert locations.
- **Not kept in an identifiable form for longer than necessary**
Round Towers Lusk GAA Club will adhere to the retention period noted at point below.
- **Processed to ensure appropriate security, using appropriate technical and organisational measures**
Round Towers Lusk GAA Club will ensure that access to the CCTV footage is restricted only to those who require access to same, namely Round Towers Lusk GAA Club will also ensure appropriate physical security around the CCTV system.
- **Round Towers Lusk GAA Club is responsible for and must demonstrate compliance with the aforementioned principles**
- **Round Towers Lusk GAA Club will ensure Data Subject’s rights are fulfilled.**

4. Justification for Use:

Images are recorded for the health, safety and security of our personal and premises.

5. Location of Cameras:

Exterior of buildings front, side, rear, interior of bar, till area, lounge/seating area.

6. Notification example:



WARNING

CCTV cameras in operation

Images are being monitored for the purposes of crime prevention, security of the premises and supporting the maintenance of health and safety standards.

These images may be passed to An Garda Síochána.

This scheme is controlled by KPR Alarms

For more information contact Secretary.RoundTowersLusk.Dublin@gaa.ie

7. Storage & Retention:

In general, CCTV footage will be retained for the period of 30 days, after which time the footage will be overwritten.

In circumstances where CCTV footage is required to be retained for a longer period than 30 days, such as relating to incidents and/or accidents, the CCTV footage will not be retained for longer than 1 (one) year

8. Access:

8.1 Requests from An Garda Síochána:

Requests for access to CCTV footage from An Garda Síochána will be acceded to on the basis that the request has been received in writing, with such request stating that the CCTV is required as part of an investigation into a criminal offence.

For practical purposes, and to expedite a request speedily in urgent situations, a verbal request may be sufficient to allow for the release of the footage sought. However, any such verbal request should be followed up with a formal written request.

8.2 Data Subject Access Requests:

Requests for access to CCTV footage from identifiable individuals will be acceded to as per the provisions laid out in legislation in relation to Data Subject Access Requests.

9. Data Processor – CCTV Provider: KPR Alarms

10. Implementation & Review:

Implemented: February 21st 2022

Review date: February 20th 2023.