

POLICY:	Security Camera Policy
Effective Date:	May 1, 2021
Revision Dates:	

access to this log-book will be provided to FAUST upon request. The log-book will be maintained by the Director of IT Services. The information contained in the log-book will be treated as confidential. For the purposes of this policy, surveillance is defined as active monitoring and recording of an employee while on campus through the use of security cameras. The Employer will abide by the provisions of Article 2.12 (Right to Privacy), including the provisions relating to surveillance procedures and maintaining a log-book.

4.3 Personal information contained within the recordings shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law.

4.4 Cameras shall not be directed through windows of a residential dwelling (including a university residence), or location where an individual has a reasonable expectation of privacy (e.g., washrooms, change rooms). Cameras shall not be used to ensure that there are no recordings through a window of a residential dwelling or of a location where there is a reasonable expectation of privacy.

4.5 Recordings from the security cameras may be retained for a period of 30 days prior to deletion. If an incident has come to the attention of the UNB Director of Security and Traffic or the Director of Facilities Management (or their designates), then the recording may be retained for a longer period, as needed, to resolve the incident.

4.6 Recordings will not be used for monitoring employee performance.

4.7 Recordings will be released to proper authorities only when an incident occurs. The UNB Director of Security and Traffic or the Director of Facilities Management (or their designates), will take control of the recording and secure it for evidentiary purposes.

4.8 If a copy of a recording must be made for evidentiary purposes, it will be copied onto a permanent removable storage medium (i.e., (i

