

Surveillance Policy

2020-11-25

Aha Wildlife Bakery Limited may use active camera systems on the Riverside Market, as well as in and around all other company locations. Video material is taken and recorded. The recorded video material may contain the market stall, work locations, equipment, devices, customers, and team members.

Purpose of the recordings

- (a) Ensuring compliance with Health & Safety practices and easing investigation around potential incidents
- (b) Audiovisual monitoring of remotely controlled devices
- (c) Prevention of theft
- (d) Prevention of vandalism and crime
- (e) Collection of evidence after theft
- (f) Collection of evidence after vandalism and crime
- (g) Checkout monitoring
- (h) Visual capacity monitoring
- (i) Visual monitoring of store setup, decoration and hygiene
- (j) Quality monitoring and improvement
- (k) Visual monitoring of the effectiveness of marketing activities
- (l) Visual monitoring in cases of emergency

This list might not be complete. Further use cases might develop after the introduction phase.

Privacy

The surveillance system is not intended to disturb the privacy of team members. In reality, this might prove difficult due to the small size of the market stall and other work spaces. In situations requiring privacy staff is advised to leave the work location in compliance with the break rules and guidelines.

Security

Video material will be stored in the cloud and on site. It will be accessible via password to authorized persons only.

Data Deletion

Video material will be deleted after 30 days, if there is no specific reason to store it longer. In case of an incident or suspected incident, the data will be stored until a) the issue is resolved, or b) the data is not necessary for resolving the issue anymore, whatever is the longer time frame.

Data Sharing

Video material may be shared with governmental authorities or other stakeholders for whom the material is relevant. This includes the Riverside Market and other stallholders. The decision is made by the Director(s) in any case of data sharing, only if reasons are plausible, and only if the decision is supported by New Zealand law.

I have entirely read this policy and understand it.

Date:

Signature:

Name: