

Information clause - Video surveillance system

Here is the basic information about the processing of your personal data in connection with the operation of the video surveillance system by the Data Controller. For more information, visit our website or contact us. We will clarify your doubts concerning the processing of your personal data by us, including the legal basis and the way you can exercise your rights.

Who is and how can you contact your Data Controller?

The Data Controller is an entity that processes your personal data. In this case, the Data Controller is the head of the Municipality of Świąciechowa.

You can contact him:

- a) by traditional mail at: 64-115 Świąciechowa, ul. Ułańska 4
- b) by e-mail at: urzadgminy@swieciechowa.pl
- c) by phone at: 65 5333 510

Who is and how can you contact the Data Protection Officer?

The Data Protection Officer (DPO) is a person appointed by the Data Controller, among others, to support the Data Controller in contacts with data subjects.

You can contact the DPO by:

- a) phone at **+48 792 304 042**
- b) e-mail at inspektor@rodo-krp.pl

Why do we process your data and on what basis?

There is a video surveillance system installed in the Municipality of Świąciechowa and in the Municipality Office of Świąciechowa, which is a public utility facility for citizens and a workplace for office employees. Such data processing is based on the Municipal Government Act of 8 March 1990 and the Labour Code of 26 June 1974.

The data coming from the video surveillance system are processed for the purposes and on the basis specified below:

public order and safety of citizens	which is a duty performed in the public interest on the basis of Art. 9a.1 of the Municipal Government Act in conjunction with Art. 6.1.e) of the GDPR
flood and fire protection	
safety of employees	which is a legitimate interest based on Art. 22 ² § 1 of the Labour Code in conjunction with Art. 6.1.f) of the GDPR
property protection	
confidentiality of information whose disclosure could expose the Data Controller to damage	

Where is the video surveillance system installed?

The video surveillance system is installed in and around the buildings owned by the Municipality of Świąciechowa.

The site and rooms with the video surveillance system are marked with the following sign: Uwaga Obiekt Monitorowany (Monitored Facilities)

What data do we process?

For the purpose of the video surveillance system, we process mainly your image, as well as, in certain cases, vehicle plate numbers.

Are your data transferred to other entities?

Your data can only be transferred to other entities in defined cases. This mainly applies to entities providing IT, people and property protection, DPO and legal services. In that case, the data are shared on the basis of an agreement with the entity or specific legal regulations. In specific circumstances, the data coming from the video surveillance system can be disclosed to people that have a legitimate interest in obtaining such a recording.

How long will we process your data?

The recording can be stored for no more than 3 months of the recording date. If the recording is or can be used as evidence in legal proceedings, it can be retained till the lawful end of those proceedings.

What are your rights in connection with the processing of your personal data?

In connection with the use of the video surveillance system, you have the right of:

- access, rectification, erasure or restriction of the processing of your personal data;
- objection to personal data processing.

If you believe that the processing of your data violates the GDPR, you can lodge a complaint with the supervisory authority, i.e., the President of the Personal Data Protection Office, ul. Stawki 2, 00-193 Warsaw.