

# Workplace Surveillance Privacy Consent

This document outlines the surveillance practices in effect at our workplace. It also explains how personal data gathered through surveillance may be used, stored, and safeguarded.

## Types of Surveillance Used

- CCTV monitoring
- Network usage monitoring
- Email and communication monitoring

## Purpose of Surveillance

- Ensure safety and security of all staff, visitors, and property
- Monitor compliance with workplace policies
- Investigate suspected misconduct or criminal activity

## Information Collected

- Video footage
- Network activity logs
- Email metadata

## Storage and Access

- Data is stored securely with restricted access
- Retention periods comply with applicable laws and company policies

## Your Rights

- Request access to surveillance data where legally permitted
- Request correction or deletion of your personal data
- Raise concerns regarding any misuse of surveillance data

## Consent

By signing below, I acknowledge that I have read and understood the workplace surveillance policy, including the types of data collected, the purposes for collection, and my rights regarding personal data. I hereby give my consent for the processing of my personal data as described in this document.

Employee Name

Employee Email

Date

☐ I agree to the terms of workplace surveillance.