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Os oes angen gwasanaethau cyfieithu neu gopi o'r ddogfen hon arnoch mewn ieithoedd eraill, tâp awdio, Braille, neu brint brasach, siaradwch ag aelod o staff CWP neu e-bostiwlwch cwp.info@nhs.net

જો તમને ભાષાંતર સેવાઓની જરૂર હોય અથવા અન્ય ભાષાઓ, ઑડિયો ટેપ, બ્રેઇલ અથવા મોટા અક્ષરોમાં આ દસ્તાવેજની નકલ જોઈતી હોય તો કૃપા કરીને CWP સ્ટાફના સભ્ય સાથે વાત કરો અથવા cwp.info@nhs.net પર ઇ-મેલ કરો

Jeśli wymagane jest tłumaczenie, lub kopia niniejszego dokumentu w innym języku, na kasecie audio, alfabetem Braille'a lub druk większą czcionką, prosimy o skontaktowanie się z członkiem personelu CWP (Organizacja partnerska krajowego systemu zdrowia regionów Cheshire i Wirral) lub przez pocztę elektroniczną: cwp.info@nhs.net

如果您需要翻译服务或者需要该文件的其它版本, 录音磁带, 盲文或大字体, 请和CWP的一位员工提出, 或者发电邮至 cwp.info@nhs.net

यदि आपको अनुवाद सेवाएँ, या इस दस्तावेज़ की प्रति किसी अन्य भाषा, ऑडियो टेप, ब्रेल या बड़े अक्षरों में चाहिए, तो कृपया CPW स्टाफ के सदस्य से बात करें या cwp.info@nhs.net पर ईमेल करें



The information in the leaflet was valid at the date of production Jan 2021 and is due for review in Jan 2023

Leaflet code: G-CCTVS-21-627

CCTV Systems

Closed Circuit Television (CCTV)
Systems Information Leaflet

Helping people to be
the best they can be

Introduction

The Information Commissioner's Office (ICO) revised its code of practice for the Data Protection Act 2018 (DPA ACT) covering the use of CCTV. The Data Protection Act controls how your personal information is used by organisations, businesses or the government. Everyone responsible for using personal data including CWP has to follow strict rules called 'data protection principles'. These principles make sure that all information is managed lawfully, fairly and transparently.

All Surveillance Systems / CCTV used by CWP must comply with the Data Protection Act and the Surveillance (CCTV) Code of Practice (2013). See [CWP GR46 policy](#) for further guidance. Under the DPA everyone has the right to find out what information CWP store about you.

CWP has installed CCTV systems across some of its health care sites and also within some inpatient areas. These systems are not constantly monitored and are intended to be used for the following purpose:

- a) To help make all health premises safer for those people who visit, work and live in the hospital
- b) The detection, deterrent and prevention of crime
- c) To assist in any internal or external investigation process
- d) To support learning from incidents and CWP Zero Harm strategy

Key points

- CCTV systems will not be used for any other purpose other than that registered with the ICO
- All sensitive information is legally protected
- Images will not be retained for longer than necessary and will be removed or erased after this period has expired
- Any request for access to CCTV images may be made, please see [CWP GR46 policy](#) for further guidance

CCTV images will not be disclosed to third parties unless the provisions of section 29(3) of the Data Protection Act are met. Such circumstances may include:

- The investigation of crime;
- The apprehension or prosecution of offenders;
- Where the disclosure is required by or under any enactment;
- By rule of law or by order of the court;
- In connection with legal proceedings (including prospective legal proceedings);
- Is otherwise necessary for the purposes of establishing, exercising or defending legal rights

The accepted British Standard has 12 guiding recommendations for the operation and management of CCTV within health provider sites and are contained within the following document; BS7958 – Closed Circuit Television (CCTV), Management and operation code of Practice:

Download a copy from <http://shop.bsigroup.com/Browse-By-Subject/Security/ElectronicSecurity-Systems/cctvstandards/>

It is important to us that all CWP service users have access to the correct information, if you any further information please contact the Surveillance Camera Commissioner: 2 Marsham Street, 1st Floor, Peel, London UK, SW1P 4DF

Email: scc@sccommissioner.gsi.gov.uk