

Bouchelle XII Condominium Association

Title: Security Camera Policy – DRAFT DRAFT DRAFT

Effective date: 04/09/2024

Purpose

Security cameras are intended to enhance the safety and security of residents and guests, deter criminal activity, and assist law enforcement in investigations.

Camera Locations

There are eight Hikvision cameras installed to view public areas only. The cameras cover these areas:

- North and South entrances to Building 436
- East and West entrances to Building 438
- Front entrance to carport area
- East, North and West carport areas

Privacy Considerations

Cameras shall not be directed at individual units, patios, balconies, or windows. Audio recording shall be prohibited.

Signage

Signage is maintained at mailbox locations in building 436 and 438 notifying residents and visitors that they are being recorded.

Security, Storage and Access to Video

The video records system is located in a secure room with data limited to 30 days. Access is via User name and password maintained by a member of the Board.

Board members, property management, and law enforcement personnel, may be provided access to security camera video for legitimate purposes, such as investigating incidents or potential crimes or to ensure proper operation of the system.

Residents may request to review a specific and limited timeframe of video by submitting a written request to the Board of Directors within 3 weeks of the referenced timeframe. Resident reviews shall be done in the presence of a member of the Board.

No video shall be published on the internet or streamed to mobile devices. Archived video records shall be stored only for investigative or legal purposes.

Maintenance

Maintenance on the video system will be done as needed and in the presence of a member of the Board.

Accountability

The Board of Directors is responsible and accountable for implementing, enforcing and monitoring the deployment, use and viewing of all video surveillance.

The Board President is responsible for conveying the policies and procedures to all members of the board, and ensuring compliance with those policies.

Additional Information

Software and support available at:

<https://www.hikvision.com/us-en/products/software/hik-connect/>.