

## **CCTV Information Clause**

Pursuant to Article 13(1) and Article 13(2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ EU L 2016 no. 119, p. 1) (hereinafter “**GDPR**”), please be advised that:

### **1. Data Controller and Data Protection Officer**

The Controller of your personal data is Dom Development Wrocław Sp. z o.o. with its registered office in Wrocław, ul. Legnicka 16, 53-673 Wrocław. The Controller has appointed a Data Protection Officer, whom you may contact in respect of any matters relating to personal data protection by email at [iodo@domd.pl](mailto:iodo@domd.pl) or by post at the above-mentioned address of the Controller’s registered office, with the note “Data Protection Officer”.

### **2. Purpose and Legal Basis of Data Processing**

Your personal data captured through video surveillance of the Controller's premises, including the workplace, is processed to ensure the safety of individuals, including employees, protect property, maintain the confidentiality of information, whose disclosure could harm the Controller, and to establish, exercise or defend claims related to the above. The legal basis for this processing is the legitimate interest of the Controller (Article 6(1)(f) of the GDPR) in ensuring the safety of individuals, including employees, protecting property and maintaining the confidentiality of certain information.

### **3. Categories of Personal Data Processed**

CCTV footage may contain your personal data in the following forms:

- a) voice and image,
- b) name and surname, and other identifiable data from the footage.

### **4. Data Source**

Your data is collected directly from you to enhance your security on the Controller’s premises.

### **5. Retention Period**

CCTV footage containing your personal data will be retained for no longer than three months from the date of recording, unless it serves as evidence in legal proceedings or unless the Controller has become aware that it might serve as evidence, in which case the retention period will be extended until such proceedings are concluded with a final award.

### **6. Data Recipients**

Your personal data may be shared with entities that the Controller engages to perform tasks requiring data processing, such as email management, hosting, IT, administrative, legal, or advisory services. It may also be shared with providers of telecommunication, courier, insurance, billing, accounting, or security services, as well as any other parties to whom the Controller assigns tasks. Your personal data may also be shared with entities or authorities authorised to receive it - but only in justified cases and in accordance with applicable law.

## **7. Your Rights**

With regard to the processing of personal data, you have the right to: access, erase and transfer your personal data. If your personal data is processed on the basis of legitimate interests, you have the right to object to the processing for reasons associated with your particular situation. You have the right to file a complaint with the supervisory authority competent for personal data protection (President of the Personal Data Protection Office).

## **8. Voluntary Data Provision**

The provision of data recorded through CCTV is not a statutory or contractual obligation and is voluntary. This data is collected automatically through a CCTV system.

## **9. Transfer of Data Outside the European Economic Area**

As the Controller sources IT tools and services externally, some of your personal data may be transferred to countries outside the European Economic Area, but only on an appropriate legal basis.

*Detailed information concerning the legal basis for such transfer is available from the Data Protection Officer.*