



Biometric & CCTV Policy

We, the trustees of the Killarney Gardens Property Owners Association, have adopted the following biometric information privacy policy:

Definitions

“Biometrics”, including biometric data refers to a technique of personal identification that is based on physical, physiological or behavioural characterisation including blood typing, fingerprinting, DNA analysis, retinal scanning and voice recognition, used to identify an individual.

Purpose for collection of biometric data

The Killarney Gardens Property Owners Association and the supplier of its biometric access system and CCTV camera system (including the related software), BCS Security Services C C t/a Killarney Gardens Security, collect, store, and use biometric data solely for resident identification and security purposes.

Disclosure and authorisation

In so far as the Killarney Gardens Property Owners Association and the service provider’s software collect, capture, or otherwise process biometric data relating to a resident, the Killarney Gardens Property Owners Association must: -

- (i) inform the owner or tenant of a Unit Erf in writing that the Killarney Gardens Property Owners Association and the service provider (including its software) are collecting, capturing, or otherwise

processing the resident's biometric data, and that the Killarney Gardens Property Owners Association is providing such biometric data to the service provider;

- (ii) inform the owner or tenant of a Unit Erf in writing of the specific purpose and length of time for which the resident's biometric data is being collected, stored, and used.

The Killarney Gardens Property Owners Association or service provider will not sell, lease, trade, or otherwise use or profit from the biometric data.

Retention Schedule

The Killarney Gardens Property Owners Association and service provider shall retain the owner or tenant's biometric data only until, and shall request that the service provider permanently destroy such data when, the resident is no longer an owner or tenant of a Unit Erf within the Killarney Gardens Property Owners Association.

Data storage and deletion

The Killarney Gardens Property Owners Association and its service provider shall use a reasonable standard of care to store, transmit and protect from disclosure any paper or electronic biometric data or CCTV footage collected.