



CCTV PRIVACY NOTICE

ScottishPower, incorporated in Scotland (registered number SC193794) having its registered office at 320 St Vincent Street, Glasgow, G2 5AD, operates CCTV at its sites for the purposes of crime prevention, detection, site safety and security.

The lawful basis for the processing of this data is to protect the vital interests of individuals accessing the sites; for compliance with legal obligations; and in the legitimate interests of ScottishPower to protect their employees and property.

The CCTV captures visual images of persons in or around our buildings and facilities. This personal data is collected through the CCTV cameras operated by ScottishPower. However, on some sites we may deploy temporary CCTV systems which are provided by the third party; PID Systems.

ScottishPower do not routinely share CCTV footage with third parties but will do so in certain circumstances e.g. where we are obligated to do so by certain bodies of authority for official or criminal investigations. All third parties who request copies of CCTV must do so via an official request form. The form will capture the following information; details of the footage requested, the purpose for which they require it, the requesting authority's details, contact details of the requester and of their supervisor/line manager.

CCTV footage is retained for 28 days after the date of capture, unless the footage is relevant to an investigation or request. If the footage has been subject to an incident it will be retained for the current year plus 3years, unless we are required to keep it longer due to criminal investigations. PID CCTV images are retained for 24hours, unless they are relevant to an investigation or request. If the images are subject to an incident it will be retained for the current year plus 3years, unless we are required to keep it longer due to criminal investigations. Any official request forms will be kept for the current year plus 3years, unless we are required to keep it longer due to criminal investigations.

This processing activity does not undertake any automated decision marking or profiling.

Under data protection law, you have the following rights:

- Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.
- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.



Please contact us at dataprotection_corporate@scottishpower.com if you wish to make a request.

You can also complain to the ICO if you are unhappy with how we have processed your data:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>