



KELDERHOF
Country Village

Owners' Association

Closed Circuit Television Monitoring (CCTV) – Policy

Introduction

This policy outlines the guidelines and procedures regarding the use of Closed-Circuit Television (CCTV) cameras within the Kelderhof Country Village Owners Association. The purpose of these cameras is to enhance the safety and security of the residents and their property.

Objectives:

1. **Security and Safety:** The primary objective of the CCTV system is to enhance the overall security and safety of the residential estate.
2. **Deterrence:** The presence of CCTV cameras serves as a deterrent to potential criminal activity.
3. **Investigation:** In the event of incidents, the CCTV footage may be used to aid in investigations and provide evidence.

Operating Times: The CCTV cameras operate 24 hours a day, 365 days per year to ensure continuous coverage of the community perimeter and selected locations within the community. The Community will be notified via the Community Communication channels of Telegram Broadcast group, as well as My Estate Life and We Connect U systems if the CCTV is off for an extended period of time.

Camera Locations: CCTV cameras are strategically located in common areas, including but not limited to the club house, swimming pool area, entrances, the perimeter and other communal spaces. The locations have been chosen to ensure comprehensive coverage without infringing on the privacy of individual residences.

Access and Control: Access to CCTV footage is restricted to authorized personnel, including designated security staff and management. Residents may request access to footage relevant to their own security concerns through a formal written request to the HOA via the Estate Manager. Unauthorized access or use of CCTV footage is strictly prohibited.



KELDERHOF
Country Village

Owners' Association

Closed Circuit Television Monitoring (CCTV) – Policy

Retention Period: CCTV footage will be retained for a specific period as required by local regulations. After this period, the footage will be automatically deleted, unless required for ongoing investigations or legal proceedings.

Privacy Considerations:

1. **Respect for Privacy:** The installation and operation of CCTV cameras will be carried out with due respect for the privacy of residents.
2. **Private Areas:** Cameras are positioned to avoid capturing private areas of residences, and their focus is on public and communal spaces.

Notification: Residents and visitors will be informed about the presence of CCTV cameras through visible signage at entrances and key locations within the estate.

Compliance with Laws: This CCTV policy is subject to local laws and regulations. The estate management will ensure compliance with all applicable privacy and data protection laws.

Review and Updates: This policy will be reviewed periodically to ensure its effectiveness and relevance. Any updates will be communicated to residents.

Conclusion: By residing in Kelderhof Country Village, residents agree to abide by this CCTV policy. The purpose is to create a secure and safe environment for all community members.

Contact Information: For any queries or concerns related to the CCTV policy, please contact gavin@kelderhof.co.za or estatemanager@kelderhof.co.za