

# VIDEO SURVEILLANCE PRIVACY NOTICE OF TELIA EESTI AS



Telia Eesti AS (Mustamäe tee 3, Tallinn, registry code: 10234957) (hereinafter 'Telia') is the controller of personal data. Below is an explanation of how Telia processes your personal data in connection with video surveillance cameras in buildings and other locations managed by Telia. At Telia, we understand that privacy is important to our clients and we are committed to respecting and protecting this privacy.

Please also read our general [privacy notice](#), addressing your rights, privacy safeguards, and other general data protection issues related to your use of Telia services.

## 1. What personal data do we process?

We process video or other graphic materials of people and vehicles moving in areas monitored by the cameras of Telia Eesti AS, such as car parks, commercial premises, and retail areas. During the recording process, the date and time of the video materials are also recorded.

## 2. How do we collect personal data?

CCTV equipment has been installed in the premises and other areas managed by the company. CCTV captures and stores images and personal data of people moving within the area covered by CCTV. Camera surveillance areas are marked with the respective signs.

## 3. For what purposes do we process your personal data?

We process personal data to ensure the protection and security of the rights of Telia Eesti AS, its employees, partners, clients, and others, to protect the information and property of the employer, employees, and clients, and to prevent and investigate violations of law.

In order to fulfil the above-mentioned purposes, personal data is also processed for the detection of possible cases of misuse, including the investigation of alarms and the identification of persons moving on the premises and their activities. In addition, the processing of CCTV data may take place during the maintenance or installation of CCTV systems.

## 4. On what legal grounds do we process your personal data?

We process CCTV recordings for the above-mentioned purposes in Telia's legitimate interests. In addition, we may also process CCTV recordings to comply with legal obligations, for example, where we are required to forward CCTV recordings to the police or other investigative authorities.

## 5. To whom do we disclose your personal data?

Information may be disclosed to supervisory agencies, clients and/or public authorities (e.g., the police) to the extent permitted and required by law.

Information may be transferred to subcontractors acting on behalf of Telia, processing personal data on our behalf. Subcontractors are not allowed to use your personal data for any purpose other than to provide the service agreed with us. When using subcontractors, we will ensure that the processing takes place in compliance with data protection regulations and Telia's privacy notices.

As a general rule, we do not transfer data outside the European Union (EU) or the European Economic Community (EEA). When transferring personal data outside the EU or the EEA, we will ensure that the data is transferred in accordance with data protection regulations.

## 6. How do we protect your personal data?

Surveillance systems are kept in locked spaces and access to CCTV recordings is restricted to Telia's employees who need such recordings in the course of their work. CCTV surveillance systems are on Telia's closed network. Access rights to CCTV surveillance systems are limited to user rights.

## 7. For how long do we store your personal data?

We will only retain your personal data for as long as necessary to fulfil the purposes established in this privacy notice, unless otherwise required by law. There are no similar restrictions on the storage of anonymised data. We do not retain outdated or unnecessary information. We strive to ensure that your personal data is up to date and accurate.

We generally keep video recordings for one calendar month. If a recording needs to be kept for a longer period of time for the purposes described above, it will be kept for as long as it is necessary to fulfil the purpose for which it is intended, for example, in cases where the need for longer retention is related to

ongoing proceedings for the protection of persons and property or is due to a longer time limit established by law.

#### **8. What are your choices and rights concerning your personal data?**

As a data subject, you have different rights in relation to the processing of your personal data, depending on the purposes and circumstances of the processing. You can read more about this in Chapter 9 of our general [privacy notice](#).

#### **9. How do you exercise your rights?**

If you would like to receive additional information about the use of your personal data or assistance with exercising your rights in the self-service, you can always contact our client service by calling (+372) 639 7130 or sending an email to [info@telia.ee](mailto:info@telia.ee).

If you are concerned that your personal information has been processed negligently or in violation of the privacy notice, you can always report it to our personal data protection expert by sending an email to [privacy@telia.ee](mailto:privacy@telia.ee).

You also have the right to contact the Data Protection Inspectorate (<https://www.aki.ee/et>) or file a claim with the court to protect your privacy rights and personal data.

Once we have properly identified you, we will register your request and provide you with information on the action taken no later than within one month of the receipt of your request.

#### **10. Changes to the video surveillance privacy notice**

We will do our best to keep the privacy notice up to date and available to you through the website of Telia. We encourage you to regularly visit our website, where you will always find the latest version of the privacy notices.