

# Camera Policy for Common Areas

## Silverlakes HOA @ Gateway.

Effective Date: **16-Aug-2023**

- 1. Purpose:** The purpose of this Security Camera Policy is to provide guidelines for the installation, operation, and use of security cameras within the common areas of the Homeowners Association (HOA). This policy aims to enhance the safety and security of our community while preserving the privacy rights of our residents.
- 2. Scope:** This policy applies to all common areas within the HOA, including but not limited to entrances, parking lots, parks, recreational facilities, and shared spaces. It governs the installation, placement, operation, recording, access, and use of security cameras within these areas.
- 3. Installation and Placement:**
  - 3.1.** The installation of security cameras within common areas requires prior approval from the HOA Board of Directors.
  - 3.2.** Cameras should be strategically placed to maximize surveillance coverage while respecting the privacy of individuals within the common areas.
  - 3.3.** The number and placement of cameras shall be determined by the Board of Directors or authorized representatives, considering factors such as security needs and community feedback.
- 4. Recording and Retention:**
  - 4.1.** Security cameras within common areas should be configured to record and capture images in a manner that promotes security and safety while minimizing intrusion into individual privacy.
  - 4.2.** Recorded footage should be stored in a secure location with limited access to prevent unauthorized viewing, tampering, or misuse.
  - 4.3.** The retention period for recorded footage should comply with applicable laws and regulations, and it is recommended to retain footage for a reasonable duration, such as 15 days, unless there is a specific need for longer retention.

## **5. Use of Footage:**

**5.1.** Access to recorded footage shall be limited to authorized individuals, including the HOA Board, designated security personnel, or law enforcement agencies as required by law.

**5.2.** Recorded footage may be used for security purposes, such as investigating incidents, deterring potential threats, or aiding law enforcement, as necessary.

**5.3.** The streaming, distribution, sharing, or public display of recorded footage without a valid and justifiable reason is strictly prohibited.

## **6. Privacy Considerations:**

**6.1.** The Board of Directors acknowledges and respects the privacy rights of residents and visitors within the common areas.

**6.2.** Cameras shall not be positioned or operated to intentionally invade the privacy of individuals or capture sensitive or private areas beyond the scope of security purposes.

**6.3.** In areas where a reasonable expectation of privacy exists (e.g., restrooms, changing areas), the installation of cameras is strictly prohibited.

## **7. Compliance and Enforcement:**

**7.1.** Failure to comply with this Security Camera Policy may result in penalties, fines, or other appropriate actions as determined by the HOA Board.

**7.2.** The Board of Directors reserves the right to modify camera placement, settings, or operational protocols if necessary to address privacy concerns or violations of this policy.

## **8. Review and Amendments:**

**8.1.** This Security Camera Policy shall be reviewed periodically by the HOA Board of Directors to ensure its effectiveness and relevance.

**8.2.** Amendments to this policy may be proposed by the Board of Directors or homeowners, and any changes will be communicated to all members of the community.

By implementing this Security Camera Policy for common areas, we aim to foster a secure environment while upholding the privacy rights of our residents. It is the responsibility of the HOA Board of Directors to ensure compliance with these guidelines and prioritize the safety and well-being of our community.

Manoj Sam

Secretary

Silverlakes HOA @ Gateway.