

## Privacy policy video surveillance Belimo

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### What are the objectives/purposes of video surveillance?

The personal data collected by the cameras is used solely to ensure personal and building security (as described in more detail in the list below) and is not used for any other purpose.

- Safety of employees and guests in Belimo buildings
- Protection of property and assets
- Protection/evidence in the event of criminal offences (such as theft, vandalism, trespassing, etc.)
- Monitoring of logistics systems for troubleshooting

### When is video surveillance accessed?

Access to the camera data as evidence in suspicious cases requires a prior decision by HR. Camera data can be accessed at any time when monitoring the logistics facilities.

### Who has access to the video surveillance?

- Dedicated HR employees
- Dedicated IT employees
- Dedicated Facility Management employees
- Dedicated employees who are responsible for the maintenance of the logistics facilities
- Employees of the camera installation company in the event of a support case

### How can I tell where the video surveillance is recording?

- The areas in which cameras are installed are labelled with signs.

### What is recorded?

- Only image data is recorded (no audio recordings).

### Where are the recordings stored?

- Specially secured location on the video server at Belimo Hinwil.

**When are the recordings made?**

- Main entrance, staff entrances, and entrances from the roof garden from Mon-Fri between 5:00 pm and 7:00 am (reception not staffed) and all day on Sat and Sun.
- Other cameras (emergency exits and logistics facilities) all day.

**How long will the data be stored?**

- Recordings are stored for 72 hours and then irrevocably deleted.

**Who can I contact if I have any questions?**

Questions to the Data Protection Board can be sent to the following e-mail address:  
privacy@belimo.ch

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