



CCTV Privacy Notice

Issue: 1

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Uncontrolled when printed.

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COMMERCIAL IN CONFIDENCE

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1 Amendment Record

Prior to use, ensure that this document is the latest revision available within the controlled documents repository. To request a change, submit a Document Change Request to the appropriate management member.

Table 1: Amendment Record

Page No.	Modifications and Context	Issue No.	Revised by	Date:

2 Introduction

This Privacy Notice explains how Rail Ability uses Closed-Circuit Television (CCTV) systems installed on Rail Road Vehicles (RRVs) and associated rail plant operations.

The purpose of this notice is to explain:

- what information is collected,
- why it is collected,
- how it is used,
- who it may be shared with,
- how long it is retained,
- and the rights of individuals whose data may be captured.

This notice is provided in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

3 Data Controller

Item	Details
Company Name	Rail Ability
Registered Address	Rail-Ability Ltd, Tollgate Dr, Stafford ST16 3HS
Contact Email	mail@railability.co.uk
Telephone Number	01785 214747
Data Protection Contact	

4 Lawful Basis for Processing

Personal data collected through CCTV systems is processed under the following lawful bases within Article 6 of UK GDPR:

- Legitimate interests
- Compliance with legal obligations
- Protection of vital interests where applicable

The legitimate interests pursued include maintaining operational safety, protecting personnel, preventing incidents, and supporting rail safety investigations.

5 Types of Data Collected

The CCTV system may collect:

The CCTV system may collect:

- Video footage
- Images of individuals
- Vehicle registration numbers
- Time and date information
- Location or operational metadata
- Audio recordings (if enabled)

The system is not intended to collect excessive personal information.

6 Who Maybe Recorded

The system may capture images of:

- Employees
- Contractors
- Visitors
- Members of the public
- Rail personnel
- Trespassers
- Other individuals present within camera coverage areas

7 How CCTV Footage is Used

Footage may be reviewed:

- following incidents or accidents,
- for safety investigations,
- for security investigations,
- where required by law,
- or where necessary to protect persons, assets, or infrastructure.

Footage will only be accessed by authorised personnel.

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- or where necessary to protect persons, assets, or infrastructure.

Footage will only be accessed by authorised personnel.

9 Sharing of Personal Data

CCTV footage may be shared where necessary with:

- Network Rail
- Principal Contractors
- Office of Rail and Road (ORR)
- Rail Accident Investigation Branch (RAIB)
- British Transport Police (BTP)
- Emergency services
- Insurance providers
- Legal representatives
- Regulatory or enforcement authorities

Information will only be shared where lawful and necessary.

10 Data Retention

Routine CCTV footage will normally be retained for:

31 Days.

Footage associated with incidents, investigations, legal claims, or enforcement matters may be retained for longer where necessary.

At the end of the retention period, footage will be securely deleted or overwritten.

11 Security of Footage

Appropriate technical and organisational measures are implemented to protect CCTV data, including:

- Restricted access controls
- Password protection
- Encryption where applicable
- Secure storage systems
- Audit logging
- Controlled export procedures

12 Your Rights

Under UK GDPR, individuals may have rights including:

- Right of access to personal data
- Right to rectification
- Right to erasure in certain circumstances
- Right to restrict processing
- Right to object to processing
- Right to lodge a complaint with the Information Commissioner's Office (ICO)

13 Subject Access Requests

Individuals requesting access to CCTV footage must provide:

- sufficient information to identify themselves,
- approximate date and time,
- and details of the incident/location where possible.

The company may request proof of identity before releasing information.

14 Complaints

If you are dissatisfied with how your personal data has been handled, you may contact the Information Commissioner's Office (ICO):

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

Website: www.ico.org.uk