



SURVEILLANCE CAMERA POLICY

The safety of the Salem Housing Authority (SHA) community, residents, and property is of utmost importance. In an effort protect them and as affordable to the SHA, video surveillance has been installed in key locations on our properties.

The goal of our video surveillance is to provide a deterrent to inappropriate behavior as well as to provide a means of identification in the event of damage, theft, and/or other criminal activity.

Video surveillance will be installed in locations which present the best surveillance options with respect to coverage, specific surveillance targets, and ambient lighting conditions. Cameras will be positioned so as to avoid infringing upon resident's privacy as much as feasible.

Access to video surveillance will be secured and restricted to the Executive Director and her/his designees. Video record will be kept as equipment space allows. Footage will be reviewed periodically and in response to any event which affects or threatens to affect safety, criminal activity, property damage, theft, vandalism, traffic issue, or other disruptive event.

In normal operating conditions video surveillance footage will automatically be erased or overwritten by the recording device when capacity of the device has been reached. Specific recordings related to evidence or investigation which need to be retained will be copied onto portable media and stored for as long as required.

The SHA will provide footage to law enforcement upon request, pursuant to a court order or subpoena,, and other related legal requests for the purpose of investigation of criminal activity or potential criminal activity.

Requests for video footage from residents, guests, or other persons will be reviewed for appropriateness. A reasonable fee for time and materials may be charged.

The SHA assumes no liability or responsibility to residents, guests, or other persons on SHA property with respect to criminal activities, vandalism, traffic incidents, or other disruptive events. Residents, guests, or other authorized persons on SHA property should take appropriate steps to secure and safeguard their property.

Adopted by the SHA Board of Directors on: December 8, 2021