

A CCTV system uses a set of cameras allowing the collection, viewing and possibly the recording of images, likely to identify individuals. These images are, therefore, personal data, the processing of which is subject to the provisions of Law 09-08.

Aware of the importance of video surveillance systems in the protection of property and persons and of the violation that they may bring to the right to privacy of individuals, the CNDP has defined certain rules that must be respected by organizations operating such systems.

Purpose of processing

The video surveillance system can be used to ensure the safety of goods and people.

Camera location

Cameras can be installed in any location allowing the safety of goods and / or people but never in a life-threatening place deprived of these.

Thus, the cameras can be installed at entrances and exits of buildings; on the traffic lanes, in warehouses goods, in parking lots, in front of safes, at the entrance and inside the technical rooms, etc.

They should not, in this case, be used to monitor one or more employees, places of worship, premises unions, toilets, meeting rooms or break areas, etc.

Duration conservation

The retention period of the images should not exceed three months.

Rights of data subjects

- The organization is required to inform the persons concerned, by means of a poster or a pictogram, placed at the entrance of supervised establishments.
- The poster or pictogram must indicate, in a clear and visible manner, the information the following:
  - The name of the organization.
  - The fact that the establishment is placed under video surveillance.
  - The purpose of this device (the safety of goods and people).
  - The contact details for the exercise, by the persons concerned, of rights of access, rectification and opposition.
  - The receipt number of the declaration filed with the CNDP.

Data security

The body must take all useful precautions to maintain safety and the confidentiality of the processed images and, in particular to prevent them from being destroyed, deformed, damaged or that unauthorized third parties can take it knowledge.

Formality of notification of treatment at the CNDP

The installation of a video surveillance in places of work must be notified to the CNDP through a prior declaration (Model F-114, available at [www.cndp.ma](http://www.cndp.ma)).

The aforementioned declaration must be accompanied by the model of the information pictogram comprising the elements described in (04) and a document attesting to the signing authority.

Data transfer to the foreigner

Any data transfer abroad must be notified in advance to the National Commission for the Control of protection of personal data Staff using the appropriate regime.

Subcontracting

The performance of this subcontracting treatment must be framed by an act legal or contract that guarantees the confidentiality and security of data as well as the rules relating to the protection of personal data.

Remedies

If a device does not respect these rules, you can enter the CNDP by:

Mail: Angle Boulevard and Annakhil Avenue Mehdi Ben Barka Building Les Patios, 3<sup>rd</sup> floor Hay Riad - Rabat Morocco

Tel: 05 37 57 11 24 - Fax: 05 37 57 21 41 - Email: [complaint@cndp.ma](mailto:complaint@cndp.ma) - Online: <http://www.cndp.ma/plainte>