

Basilica Cathedral Closed Circuit TV, Livestreaming & Surveillance Privacy Notice

This privacy notice was updated on 27 August 2020

This document explains what to expect when the Basilica Parish, the Archdiocese of St. John's, and the Basilica Heritage Foundation collect static or moving imagery via its live-streaming and Closed Circuit TV systems, when you visit and pass through the Basilica Cathedral or the offices of the Basilica Parish and the Archdiocese of St. John's.

1. What information do we collect about you?

We may collect static or moving imagery via CCTV or surveillance systems. We will only ever use your information in line with applicable data protection laws, including laws of the Parliament of Canada and the House of Assembly of Newfoundland and Labrador.

2. Why?

We are committed to protecting your safety and security, as well as your personal information, whenever you visit us.

3. Where are the cameras?

We collect video imagery with sound via livestreaming and CCTV cameras and surveillance devices located in public locations of the Basilica Cathedral, the offices of the Archdiocese of St. John's and the Basilica Parish, the Episcopal Library, and other public areas of the complex.

4. How will we use the information?

The lawful justification for collecting imagery is that there are **legitimate interests** to do so. We may use the imagery for a number of purposes, including:

- Livestream broadcasting of Masses, Liturgies and other religious services which take place in the Basilica Cathedral;
- Extracting video clips of the livestream during the times of Masses and liturgies and other events in the Basilica Cathedral and posting these for public viewing on YouTube;
- Maintaining the safety and security of our staff, congregations, supporters, and visitors;
- Supporting effective management of the Archdiocese of St. John's, the Basilica Parish and the Basilica Heritage Foundation's operations;
- Investigating incidents; and
- In response to an Access Request.

5. Who will see it?

We'll keep your information within the Basilica Heritage Foundation and our trusted service provider/third parties, except where disclosure may be required by law, e.g. to the Police or government bodies, or in response to a request or a complaint.

Imagery is retained in a secure environment, and it may only be handled and used by the following people to maintain a safe, secure and efficient operation:

- The Pastor, Basilica Parish, and Basilica Parish Staff
- The Business Manager, Archdiocese of St. John's, and Staff of the Archdiocese
- The Executive Director, Basilica Heritage Foundation Inc.

6. How long will we keep it?

Our livestream system digitally retains information for up to 12 hours before it is automatically deleted. Our security and CCTV systems digitally retain information for up to 30 calendar days before it is automatically deleted. Imagery required for investigative or evidential purposes (e.g. investigating a complaint) may be retained beyond that period, but it will be securely disposed of, upon completion/conclusion of that purpose.

7. Your data rights

You have the right (where appropriate) to:

- Access your personal data, if it still exists given the limits under which our systems record data (as described in 6., above), by making an Access Request
- Rectification, erasure or restriction of your information if such has been collected
- Object to the processing of your information

To exercise your data rights please contact The Basilica Heritage Foundation at The Basilica Heritage Foundation Inc., 200 Military Road, St. John's, Newfoundland Canada A1C 2E8 (709) 726-3660 or e-mail: bhf.inquiries@thebasilica.net

8. What if that's not good enough?

Should you find our response unsatisfactory, you have the right to lodge a complaint with the the Office of the Information and Privacy Commissioner of Newfoundland and Labrador.

You can find more information regarding the complaints process on the Commission's website at:

<https://www.oipc.nl.ca/contact>

9. Changes to this privacy notice

We'll keep this privacy notice under regular review and place any updates here.

The Basilica Heritage Foundation, Inc.

27 August 2020