

CCTV Policy

1. Transdev Blazefield Limited and members of the Transdev group of companies (which includes some of our subsidiaries - as defined in section 1159 of the UK Companies Act 2006) and listed at the end of this policy document have CCTV installed on the interior and exterior of all buses as well as within our Travel Shops, Bus Stations and Depots. We use the images for the following purposes:
 - Public and employee safety
 - Road traffic collision and accident investigation
 - The detection, prevention and investigation of crime
 - External complaints and internal reports of claims of irregularities
 - To ensure compliance with company policies and procedures
 - Performance management
 - Staff training
2. A notification sign is placed in the vicinity of the cameras so that customers are aware that they are entering an area covered by CCTV.
3. CCTV footage is viewed only in relation to the purposes outlined in point 1 and by Directors and Managers of Transdev Blazefield and subsidiaries and employees who work in Insurance, Customer Services and Training Department.
4. CCTV footage is retained for:
 - Personal injuries (adults) – 4 years
 - Personal injuries (under 16) – until their 21st birthday plus 3 months
 - Internal investigations and customer complaints – 3 months
5. Requests from the public or outside bodies and agencies for copies of their personal information can be made either verbally or in writing.
6. Images and footage will only be provided upon receipt of a Subject Access Request and the provision of suitable ID to confirm the identity of the person requesting this footage. You can make a Subject Access Request for your personal images by contacting:

Data Protection Officer, Transdev Blazefield, Prospect Park, Broughton Way, Harrogate, HG2 7NY or by emailing dataprotection@transdevbus.co.uk

Transdev plc

Prospect Park, Broughton Way,
Harrogate
HG2 7NY

www.transdev.com / www.transdevbus.co.uk

If we cannot comply with the request, the reasons for not being able to do so will be documented and you will be advised of these reasons in writing.

Trading Name	Limited Company	ICO Registration Number
Transdev	Transdev Blaze field Limited (Company Number: 02605399)	Z1804211
Coastliner	Yorkshire Coastliner Limited (Company Number: 02436687)	Z5803802
Flyer	Yorkshire Coastliner Limited (Company Number: 02436687)	Z5803802
Rosso	Rosendale Transport Limited (Company Number: 02004970)	Z8256420
Team Pennine	Team Pennine Limited (Company Number: 13274240)	ZB356104
The Blackburn Bus Company	Lancashire United Limited (Company Number: 02546070)	Z5387644
The Burnley Bus Company	Burnley and Pendle Travel Limited (Company Number: 01777430)	Z5387630
The Harrogate Bus Company	Harrogate and District Travel Limited (Company Number: 02327319)	Z5803816
The Keighley Bus Company	Keighley and District Travel Limited (Company Number: 02113404)	Z5814897
York City Sightseeing	Yorkshire Coastliner Limited (Company Number: 02436687)	Z5803802

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