

Smart Doorbell Guidelines

We understand that you may wish to feel more secure in your home by installing a smart doorbell.

If you wish to install a Smart Doorbell, you should contact your Housing Officer and provide a clear reason for needing it.

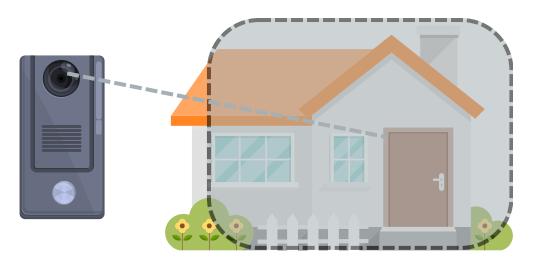
Once a request is received in writing, you should follow these guidelines:

You must: (do's)

- Do your best to position cameras so as to only view your own property.
 Where this is not possible, cameras should not record more images/sound than they need to. Privacy blockers or filters should be used wherever possible. Sound recording should be limited as much as possible, for example, only when a doorbell is pressed.
- Display a sign that warns people nearby that a doorbell is in operation.







- In most cases, provide some of the files if asked by a person whose image or sound has been recorded.
- Delete recordings regularly or automatically, or both.
- Delete files if asked by a person whose image or sound has been recorded.
- Stop recording a person if they object to being recorded and there's no good reason to continue recording them.

You must not: (don'ts)

• Use a smart doorbell to harass your neighbours or other people in the area. This could be a criminal offence. You should speak to your housing officer for advice if you feel that a smart doorbell is being used in this way.

Useful links:

- www.ico.org.uk/for-the-public/domestic-cctv-systems/
- www.scotland.police.uk/advice-and-information/your-home/your-house/
- www.securedbydesign.com

If you would like to discuss smart doorbells or have a query, please call Housing on 0141 342 1810 or email hello@key.org.uk

Key Housing, 70 Renton Street, Glasgow G4 0HT Email: hello@key.org.uk

Telephone: 0141 342 1890 www.key.org.uk/key-housing

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