

Workplace surveillance policy template

Business: _____

Section	What the policy says
Purpose	
Who it applies to	
What surveillance we carry out	
Why we carry it out	
Notice before it starts	
Notice for a new employee	
Cameras and signs	
Where there is no surveillance	
Computer surveillance	
Tracking	
Outside work hours	
Who can see the recordings	
How long recordings are kept	
Covert surveillance	
Review date	