

	<b>The Technion – Israel Institute of Technology</b> <b>Procedures</b>	<b>Procedure No: 07-0305</b> <b>Valid as of: June 21, 2015</b> <b>Version: 1</b> <b>Date of Latest Revision:</b> <b>Page 1 of 2</b>
	<b>Security and Tracking Cameras at the Technion Procedure</b>	

**Appendix 1 – Application Form to Install a Camera at a Unit at the Technion / at the Technion Institute for Research & Development**

- The form will be filled out by the Head of the Unit / the Head of Administration.
- The form is to be submitted to the Security Unit office.
- The form will be filled out for each camera separately.

<u>Date of the Application</u>		<u>Name of the Applicant</u>		<u>Position</u>	
<u>Faculty / Unit</u>		<u>Internal Tel. No.</u>			

<u>Name of the Building</u>	
<u>Detailed Description of the Location of the Camera in the Building</u>	

<u>The Objective of Placing the Camera (obligatory to provide details)</u>	a. <u>Security:</u>
	b. <u>Safety:</u>
	c. <u>Other:</u>

<u>Area to be Covered by the Camera</u>	
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**Data Regarding the Camera**

<u>Planned Operation</u>	<u>a. Always</u>	<u>b. At Night</u>	<u>c. Pinpoint Operation</u>
<u>Minor Children Present</u>	<u>Yes</u>	<u>No</u>	
<u>Camera Resolution</u>			
<u>Recording / Storage Capability</u>	<u>Yes</u>	<u>No</u>	

This Procedure is valid and controlled in its digital version only, as such appears on the Technion website → Organization and Methods Unit → Technion Procedures



**Security and Tracking Cameras  
at the Technion Procedure**

Face Identification Capability	<u>Yes</u>	<u>No</u>	
The Ability to Search the Recorded Data Base	<u>Yes</u>	<u>No</u>	
Voice Recording	<u>Yes</u>	<u>No</u>	

**Names of Those Permitted to Access the Videos**

<u>Name:</u>		<u>Surname:</u>		<u>I. D. No.</u>		<u>Position:</u>	
<u>Name:</u>		<u>Surname:</u>		<u>I. D. No.</u>		<u>Position:</u>	
<u>Name:</u>		<u>Surname:</u>		<u>I. D. No.</u>		<u>Position:</u>	
<u>Name:</u>		<u>Surname:</u>		<u>I. D. No.</u>		<u>Position:</u>	

**Additional Relevant Information**

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Name of the Person Filling out the Form: \_\_\_\_\_

Signature: \_\_\_\_\_

For your information,  
The recording constitutes a database and therefore the provisions of the Database Procedure (09 - 0106) will apply to the data, taking note of the nature of the data as specified in the Registrar's guidelines.