



# Surveillance Technology Policy

## Security Cameras

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### WAR MEMORIAL

#### Appendix A: Department Specific Responses

1. A description of the product, including vendor and general location of technology.

Product Description:

Cameras: Mobotix S15D FlexMount Dual Camera

Server: Rasiliant ApplianceStor90

Software: Avigilon Control Center Server v6.8.6.4.

Vendor: N/A

Location: War Memorial surveillance cameras are located in public areas of all floors in the Veterans Building. Additional cameras are planned for public interior and exterior areas of the Veterans Building.

2. The specific categories and titles of individuals who are authorized by the Department to access or use the collected information
  - 8207 - Building and Grounds Patrol Officers,
  - 8211 - Supervisor Building and Grounds Patrol Officer,
  - 0922 - Director of Security,
  - 1093 - IT Manager,
  - 1844 - Facilities Administrator
3. What procedures will be put in place by which members of the public can register complaints or concerns, or submit questions about the deployment or use of a specific Surveillance Technology, and how the Department will ensure each question and complaint is responded to in a timely manner.

Complaints or concerns can be submitted to the Department by sending an email to [WarMemorialinfo@sfgov.org](mailto:WarMemorialinfo@sfgov.org).

Department shall acknowledge and respond to complaints and concerns in a timely and organized response. To do so, Department shall monitor the War Memorial information email box throughout the day during standard business hours. Any communications to that email address are responded to directly or brought to the attention of responsible staff.

4. Specific details on where data will be stored (local, DT, SaaS, Cloud Storage) including name of vendor and retention period.

Storage Locations:

Local storage

Department of Technology Data Center

Vendor: None

Retention Period: One (1) year at minimum.