

BriefCam® White Paper Data Protection



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Introduction

On May 25, 2018, the European Union (EU) instated the General Data Protection Regulation (GDPR), which are a set of new rules and regulations directed at protecting the rights of individuals regarding the collection, storage and processing of personal information in the European Economic Area.

BriefCam, the company, does not store personal information on individuals or vehicles either by itself or through its users. However, you, the user, are collecting and/or processing personal information on individuals and vehicles and store such personal information at your site on one or more servers that include the BriefCam product, according to your own settings and preferences.

BriefCam's software is a GDPR-friendly product that includes tools that can help you in your compliance efforts with the GDPR.



The Data Protection screen is not available in the Hub of multi-site deployments. To delete data from a multi-site deployment, access the Data Protection tab via each of the sites.

Data Manager Group

In BriefCam, if you log in as an **Administrator** and go to the **User & Groups** section, scroll down to the **Groups** section and you'll see that there is a group named **Data-Manager**. Users that are included in this group will be able to manage the users' data. It is advisable that your Data Protection Officer (DPO) be part of this group.

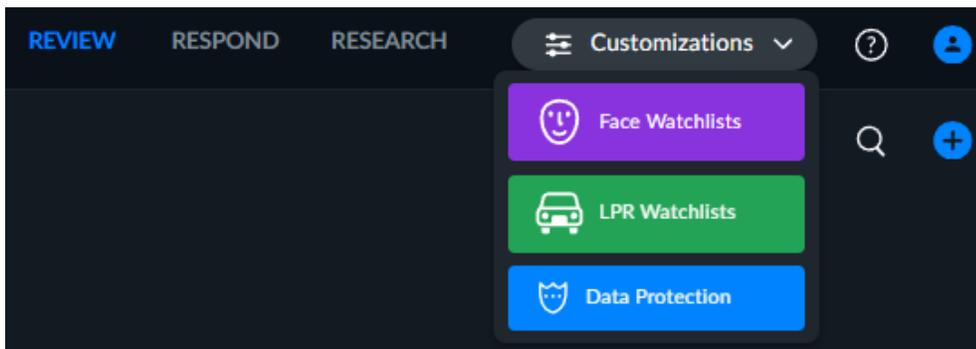
The screenshot shows the BriefCam Admin interface. On the left is a dark sidebar with a menu. The 'Users & Groups' option is highlighted with a red box. The main content area is titled 'USERS & GROUPS'. It features a table of users with columns for checkboxes, names (Y, Z), N/A, No, 0, Basic, and icons. Below this is a 'Groups' section with a search bar and a table of groups. The 'Data-Manager' group is highlighted with a red box in the Groups table.

Enabled	Group Name	Icons
<input checked="" type="checkbox"/>	Data-Manager	
<input checked="" type="checkbox"/>	Everyone	
<input checked="" type="checkbox"/>	Research-Editors	
<input checked="" type="checkbox"/>	Research-Viewers	

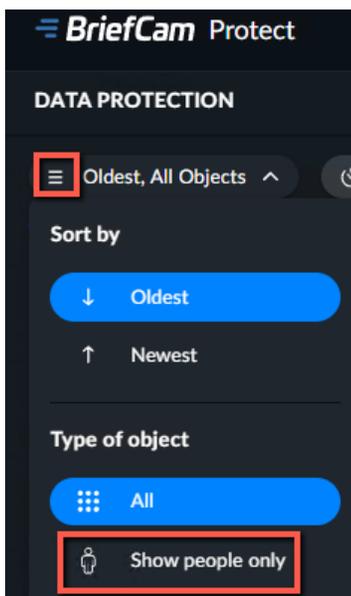
Data Protection

In BriefCam, the **Data Protection** option is enabled for users that were added by the administrator to the **Data-Manager** group. This option allows data managers to view, export and delete data on individuals and vehicles that are stored in your systems.

1. Sign in as a Data Manager and open the **Customizations** menu.
2. Click the **Data Protection** option.

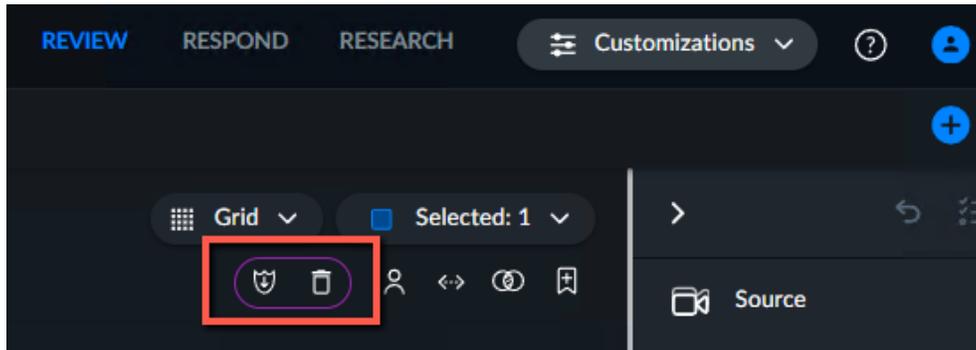


3. In the **Data Protection** screen, locate the cameras or files where the person or vehicle exists.
4. Select the item or items that you want to view, export, or delete. Note that you can narrow down the results using the **Select time range** filter.
5. If you are looking for a person, you can narrow down the search by clicking the three-line menu  and selecting the **Show people only** option.



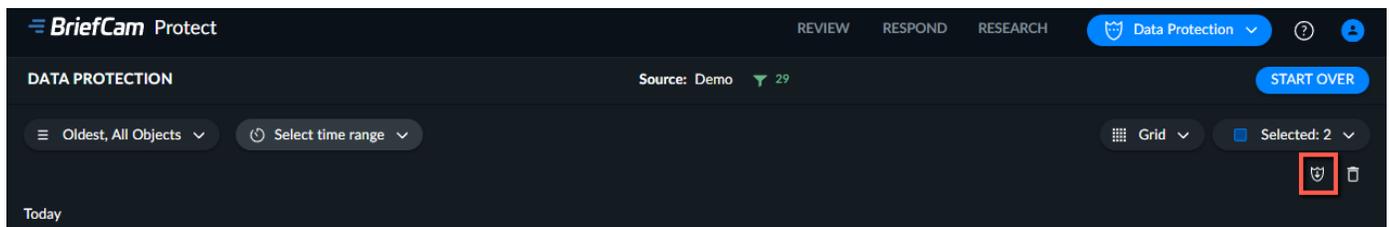
Data managers can also export and delete data from cases.

When the data manager selects objects in a case, there will be two additional icons surrounded in purple for exporting and deleting.

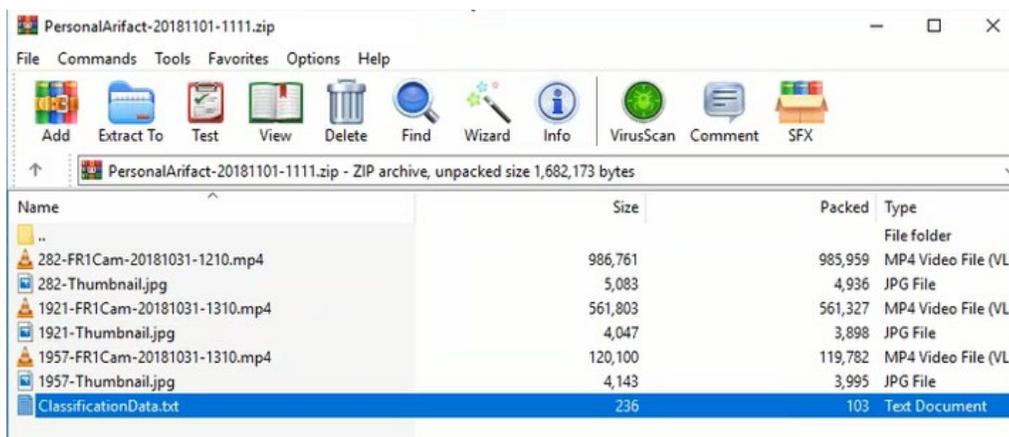


Accessing Data

If an individual asks for access to their personal information, a data manager can download the items and send them as a report by clicking the download button.



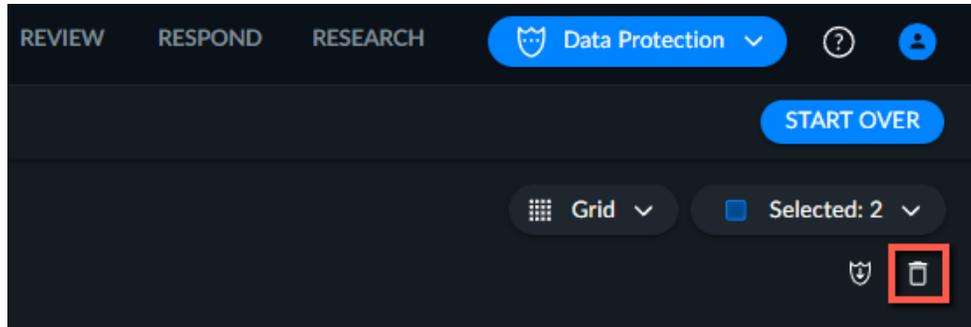
BriefCam creates a zip file that includes the close-up clips (mp4 file), thumbnail (jpg file) and a text file with the metadata of the vehicle's or individual's personal information (the individual's classification, such as gender, as determined by BriefCam's algorithm).



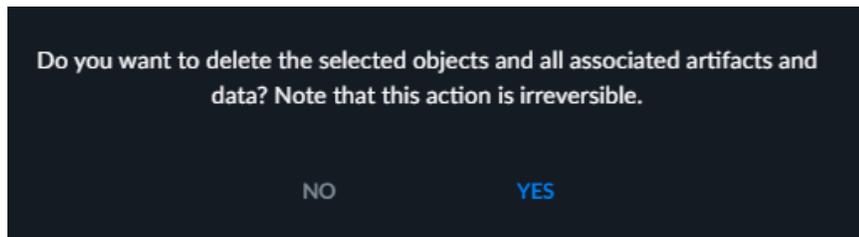
Deleting Data

If an individual asks that their personal information be deleted, BriefCam's software enables this to be done by a data manager.

The data manager accomplishes this by marking the items to be deleted and clicking the delete icon.



In this screen, the data manager clicks **Yes**.



Here is a list of the items that are deleted:

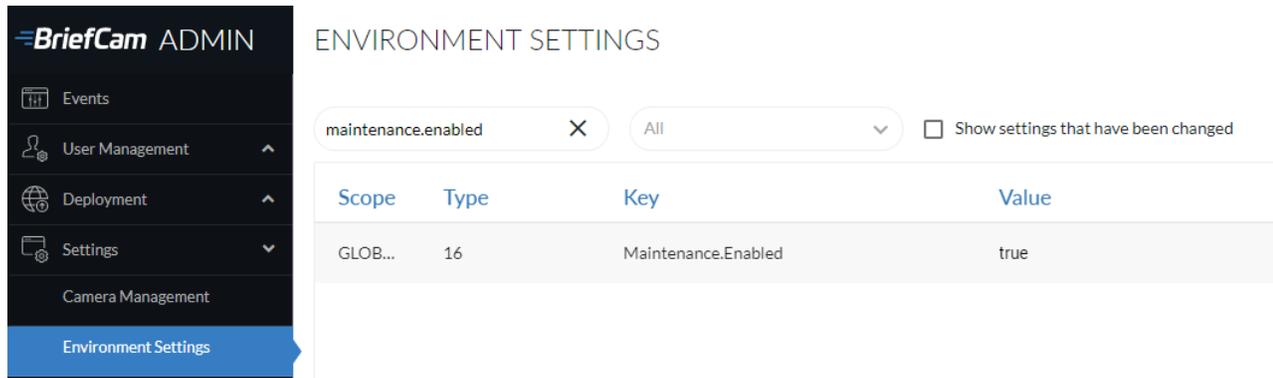
- Object metadata (times, classification, color, speed, size, etc.)
- Object internal binary artifacts (path, bounding boxes, masks, etc.)
- Object visual artifacts – thumbnails and movie clips
- Bookmark data (if there were bookmarks, based on this object) – metadata and thumbnail
- Original video – either uploaded file or footage, fetched from VMS – the minimum required to cover the selected object (depends on the granularity of the actual files). However, it's quite possible that the original video of other objects will also be deleted and in some cases even the entire original video. In that case, the video will no longer be available for other investigation purposes of other people or vehicles.

Note that the objects are immediately removed from the database and will be removed from the memory cache after the object has not been in use for one hour. If you need the removal from the cache to be immediate, it can be changed using the **ShardPassivationInMinutes** environment setting.

Automatically Deleting Information

You can set up BriefCam’s software to automatically delete personal information that is stored on your database after a certain period of time.

By default, BriefCam’s software automatically runs a maintenance process that deletes information and data. This function is set in the **Maintenance.Enabled** setting in the **Administrator Settings** screen.



In the table below, you may find the various time-frames that the maintenance function is run and where you can change the default values in the **Administrator Settings**. For additional information, see the **BriefCam Administrator Guide**.

Module	Default Occurrence	VSServer Setting
REVIEW	Every 30 days	Maintenance.CaseRetentionDays
REVIEW	Every 30 days	Maintenance.VideoArchiveExpirationDays
RESEARCH	Every 30 days	Maintenance.BIAssetsRetentionDays
RESEARCH	Every 3 days	Maintenance.BITaskRetentionDays
RESPOND	Every 7 days	Maintenance.LiveRetentionDays

Disabling Face Recognition and License Plate Recognition

You can disable the Face Recognition feature and License Plate Recognition feature in BriefCam. For more information, see the **BriefCam Administrator Guide**.

BriefCam

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