

The information included in the notice provides an insight into the **principles of processing of personal data** applied by the Controller, Latvenergo AS, registration number: 40003032949, registered address: Pulkveza Brieza Street 12, Riga, LV-1230 (hereinafter referred to as Latvenergo AS), **when performing video surveillance.**

**Definitions:**

**Data Subject (you)** – the natural person present in the Controller’s objects and the territories adjacent to them or at the Controller’s electric transport charging equipment, i.e. within the perimeter of video surveillance.

**Personal Data** – any information that applies to any identified or identifiable natural person (data subject).

**Controller** – Latvenergo AS, registration number: 40003032949, registered address: Pulkveza Brieza Street 12, Riga, LV-1230, contact information: Pulkveza Brieza Street 12, Riga, LV-1230, telephone: 67 728 222, e-mail: [info@latvenergo.lv](mailto:info@latvenergo.lv).

**Data Protection Officer** – an officer designated by the Controller for the matters of processing and protection of personal data, contact information: Pulkveza Brieza Street 12, Riga, e-mail: [fpda@latvenergo.lv](mailto:fpda@latvenergo.lv).

**1. Purposes and legal basis of processing of personal data, categories of personal data and processing periods**

Purposes of processing of data	Legal basis for the processing	Categories of personal data	Processing periods
For safety in the premises of Latvenergo AS, in the territory of objects of Latvenergo AS or at objects of Latvenergo AS for the purpose of protection of persons and property	Processing is necessary for the purposes of the legitimate interests pursued by Latvenergo AS or by a third party (Article 6 (1)(f) of the General Data Protection Regulation <sup>1</sup> ):  ✓ to prevent and reveal security risks by performing video surveillance in the objects and adjacent territories	<ul style="list-style-type: none"> <li>✓ image of the person (appearance, behaviour, actions taken)</li> <li>✓ image of the vehicle, model, state registration licence plate</li> <li>✓ time, date and location of recording of the image of the person and the vehicle</li> </ul>	✓ video surveillance records are processed, not exceeding 60 days
	✓ to control visitor access (video surveillance signs showing also a speaker icon)	✓ image of a person with a voice recording during a talk	✓ video surveillance recordings are processed without exceeding 14 days
For the protection of legal interests of Latvenergo AS	Processing is necessary for the purposes of the legitimate interests pursued by Latvenergo AS or by a third party (Article 6 (1)(f) of the General Data Protection Regulation):  ✓ to reveal, investigate and get evidences (for example,	<ul style="list-style-type: none"> <li>✓ image of the person (appearance, behaviour, actions taken)</li> <li>✓ image of the vehicle, model,</li> </ul>	If a video surveillance recording shows illegal action or action, which can help Latvenergo AS or third parties to protect their legitimate interests, the relevant video recording may be kept

<sup>1</sup> REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)

	to store personal data for a specific period of time for dispute resolution in case of a potential dispute)	state registration licence plate ✓ time, date and location of recording of the image of the person and the vehicle ✓ image of a person with a voice recording during a talk	until the time of ensuring the legal interest (for example, until a court judgement enters into force)
To ensure provision and quality control of the electric transport charging service	Processing is necessary: ✓ for the fulfilment of a contractual relationship (Paragraphs 4.2, 5.1.4 of the Terms of Use of the Electric Transport Charging Service) (Article 6 (1)(b) of the General Data Protection Regulation) ✓ for the purposes of the legitimate interests pursued by Latvenergo AS or by a third party (Article 6 (1)(f) of the General Data Protection Regulation): to ensure and improve the quality of the electric vehicle charging service and/or to control exceeding of the time planned by the data subject (customer) for charging of electric transport and provision of the service	✓ image of the person (appearance, behaviour, actions taken) ✓ image of the vehicle, model, state registration licence plate ✓ time, date and location of recording of the image of the person and the vehicle	✓ video recordings are processed without exceeding 40 days

## 2. Recipients of personal data

If there is a legal basis and the personal data protection requirements are complied with, Latvenergo AS may transfer your Personal Data to the following recipients of Personal Data:

- 2.1. employees and authorised persons of Latvenergo AS, whom Latvenergo AS provides access to or obliges to process your Personal Data to ensure the fulfilment of the above-mentioned purposes of processing of Personal Data;

Number: K334 Version: 04	Procedure Principles of personal data processing at Latvenergo AS within the framework of video surveillance	Page 3 (3)
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- 2.2. persons related to provision of services and business development at Latvenergo AS to ensure the fulfilment of the above-mentioned purposes of processing of Personal Data, including, but not limited to:
  - Providers of information system services;
  - Providers of guarding and security services;
  - Providers of legal services.
- 2.3. law enforcement authorities, courts, state institutions of direct administration, public officials and representatives of individual specialised professions based on a written request and the duty under laws and regulations;
- 2.4. in certain cases, to the Latvenergo Group company, if the relevant video recording concerns the property or human resources of the Latvenergo Group company.

### **3. Your rights within the framework of processing of Personal Data**

You are entitled:

- 3.1. to access your Personal Data and receive from Latvenergo AS information about processing of your Personal Data by submitting a written request, if the information provided in this Notice does not seem sufficiently exhaustive;
- 3.2. in the cases referred to in the General Data Protection Regulation by submitting a written request, to request rectification, erasure of personal data, exercise the right to data portability, restriction or object processing of your Personal Data;
- 3.3. to submit a complaint to Latvenergo AS, as well as to the Data State Inspectorate, if you believe that Latvenergo AS has violated your rights or has not sufficiently protected your Personal Data. However, please contact Latvenergo AS before you contact the Data State Inspectorate.

### **4. Procedure of submission of requests for exercising your rights**

In order to exercise all the above-mentioned rights you can use the contact information of Latvenergo AS specified in this Notice specifying the following personal data in your request: name, surname, personal code, postal address (if you want to receive a reply in a registered letter) or telephone number (if you want to receive a reply by the e-mail from which you send your request, to receive a password for opening the reply document), as well as specifying additional information identifying you (for example, date, time, location of video surveillance recording and information characterising your appearance).

Please submit your requests in one of the following ways specified below:

- send an application in a form of your choice electronically to e-mail [info@latvenergo.lv](mailto:info@latvenergo.lv) or [fpda@latvenergo.lv](mailto:fpda@latvenergo.lv), by signing an e-mail with a secure electronic signature;
- send your application in a form of your choice by post to the address: AS "Latvenergo", Pulkveža Brieža iela 12, Rīga, LV-1230;
- submit your application in a form of your choice in person by presenting a personal identification document.

### **5. Other provisions**

Latvenergo AS is entitled to supplement the Notice by making its updated version available on the website of Latvenergo AS.