

This information sign is derived from documents provided by [Die Landesbeauftragte für den Datenschutz Niedersachsen](#).
It is not an official EU document but should give an impression how an information sign for video surveillance according to GDPR can look like.

Example of an information sign for video surveillance according to Art. 13 of the General Data Protection Regulation (GDPR)¹



You find further information:
• by poster (where exactly?)
• at our customer desk / reception / checkout on ground floor
• (as appropriate) also on the internet under ...

Identity and the contact details of the controller and, where applicable, of the controller's representative:

Contact details of the data protection officer (where applicable):

Purposes and legal basis of the data processing:

Legitimate interests pursued:

Storage period, or the criteria used to determine that period:

¹ Note: The information shall be provided free of charge in a concise, transparent, intelligible and easily accessible form, using clear and plain language. It may be provided in combination with standardised icons (cf. Art. 12 GDPR). In order to achieve legibility, the printout should at least be in DIN A4.

When entering the monitored area, such an information sign with essential information should be provided. Additionally, a comprehensive information sheet with detailed information should be provided on the spot.

Example of a comprehensive information sheet for video surveillance according to Art. 13 of the General Data Protection Regulation (GDPR)¹



You find this information also on the internet under ...

Identity and the contact details of the controller and, where applicable, of the controller's representative:

Contact details of the data protection officer (where applicable):

Purposes and legal basis of the data processing:

Legitimate interests pursued:

Storage period, or the criteria used to determine that period:

Recipients or categories of recipients of the personal data, if any:

where applicable, the fact that the controller intends **to transfer personal data to a third country or international organization**: Information about an adequacy decision by the Commission resp. appropriate or suitable safeguards:

Information on the rights by the data subject

The data subject shall have the right to request confirmation from the data controller as to whether personal data concerning him or her are being processed; if this is the case, he or she shall have a **right of access** to personal data and the information specified in Art. 15 GDPR.

The data subject shall have the right to obtain from the controller without undue delay the **rectification** of inaccurate personal data concerning him or her and, if necessary, the **completion** of incomplete personal data (Art. 16 GDPR).

The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay if one of the reasons specified in Art. 17 GDPR applies, e.g. if the data are no longer necessary to the purposes for which they were collected or otherwise processed (**Right to be forgotten**).

The data subject has the right to obtain from the controller restriction of processing where one of the one of the conditions set out in Art. 18 GDPR is met, e.g. if the data subject has objected to processing, for the period of the controller's verification.

The data subject shall have the right to **object**, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her. The controller shall then no longer process the personal data unless the controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims (Art. 21 GDPR).

Without prejudice to any other administrative or judicial remedy, every data subject shall have the **right to lodge a complaint with a supervisory authority** if the data subject considers that the processing of personal data relating to him or her infringes the GDPR (Art. 77 GDPR). The data subject can exercise this right with a supervisory authority in the Member State of his or her habitual residence, place of work or place of the alleged infringement. In (federal) state the cognizant supervisory authority is: ...

¹ Note: The information shall be provided free of charge in a concise, transparent, intelligible and easily accessible form, using clear and plain language. It may be provided in combination with standardised icons (cf. Art. 12 GDPR). In order to achieve legibility, the printout should at least be in DIN A3.