



Smart Glasses and Recording Devices

Policy Objective

To protect privacy, confidentiality and the safety of people using Shire of Cue workplaces, facilities and services by restricting the use of smart glasses, wearable cameras and other recording devices during Shire business.

The policy also ensures that any authorised recording is undertaken for a legitimate Shire purpose, with appropriate permission, and managed in accordance with the Shire's records management and information requirements.

Policy Statement

1. The use of smart glasses, wearable cameras and other wearable recording devices is not permitted by staff, contractors or elected members while undertaking Shire of Cue business or while inside Shire workplaces and facilities.
2. This includes devices capable of taking photos, recording audio or video, live streaming or transmitting information.
3. Mobile phones and similar devices may only be used to record or photograph where there is a legitimate Shire purpose and appropriate permission has been obtained.
4. No person may secretly record a conversation, meeting or person while undertaking Shire business.
5. A person may be directed to remove, switch off or store a smart or recording device while at a Shire workplace, meeting, facility or activity.
6. An exception may only be approved by the Chief Executive Officer for a legitimate Shire purpose or for health or medical reasons.
7. Any authorised recording must be managed in accordance with the Shire's privacy, confidentiality and records management requirements.

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