



VIDEO SURVEILLANCE (CAMERAS) POLICY

POLICY STATEMENT

U2 Fasteners uses video surveillance systems on company property to promote safety, protect company assets, and deter theft, vandalism, and unauthorized activity.

Video surveillance is used in accordance with applicable privacy legislation.

SCOPE

This policy applies to all employees, contractors, visitors, and any individual present on U2 Fasteners property.

PURPOSE OF SURVEILLANCE

Cameras may be used to:

- Enhance workplace safety;
- Protect company property and assets;
- Investigate incidents or policy violations;
- Support loss prevention and security.

USE AND LIMITATIONS

- Cameras are installed only in common areas, building exteriors, and operational areas.
- Cameras will not be installed in areas where individuals have a reasonable expectation of privacy (e.g., washrooms, change rooms).
- Surveillance is not used for continuous performance monitoring.

ACCESS TO RECORDINGS

- Access to video recordings is restricted to authorized management.
- Recordings will be used only for legitimate business or legal purposes.
- Video data will be retained only as long as necessary.

EMPLOYEE NOTICE

Appropriate signage will be posted to notify individuals that video surveillance is in use.

ENFORCEMENT

Misuse of surveillance equipment or recordings may result in disciplinary action.

REVIEW



This policy will be reviewed periodically and updated as required.

Approved by: Swen Ruhmann, CEO

Effective Date: January 14, 2026

Last Reviewed / Revised: January 14, 2026