

COMMISSIONER FOR LICENSING

TECHNICAL STANDARDS FOR RECORDED SURVEILLANCE IN LICENSED PREMISES – CFLRS001

1. It is recommended that installed surveillance systems commence operation at least 15 minutes prior to the entry of the first patrons and finish no sooner than 30 minutes after closing of the premises.
2. Surveillance systems installed should be based on a digital platform.
3. All images should be of sufficient clarity to distinguish between individual persons.
4. Cameras should have the capability of operating in varying light conditions such that events and persons captured by the surveillance system are clearly discernible (Colour or black and white cameras permissible).
5. The surveillance system should operate at a minimum 6 frames per second across all installed cameras.
6. The recording resolution must be a minimum of Common Intermediate Format (CIF)
7. The system should have recording capability and be capable of storing the images captured for a minimum 14 days data and incorporate secure date and time stamping.
8. The system should be capable of producing clear copies of images recorded.
9. The system should be able to transfer copies of the surveillance to a flash (USB) drive, disk or other storage medium.
10. Recordings should be either in Windows Media Player MPEG format or the system must provide a file player with recordings.
11. The system should have the capacity to provide for immediate viewing/replay.
12. Cameras should be positioned in such a manner that they cover:
 - a. Internal access/egress of each entrance of the licensed premises.
 - b. Bar service areas.
 - c. The exterior area of each entrance/exit of the licensed premises to a minimum radius of 10 metres.
 - d. Dance floors along with any passageways and stairwells where these lead to other areas of the licensed premises accessible by patrons or where they lead to an exit from the premises.

e. Outside smoking areas.

13. It is recommended that in relation to lighting for exits/entrances licensees refer to the Australian Standard Lux levels (AS1680.2.4:1997) for guides to appropriate lighting in these areas.

14. It is recommended that the licensed premises prominently display signs advising patrons that the premises is subject to camera surveillance.

15. The licensee, manager or at least one employee capable of operating the surveillance system should be on site at all times when the surveillance system is required to be operational.

16. Recorded images should be provided on request to a Police Officer or the Commissioner for Licensing.

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