



Department of
Transport

Passenger Transport Vehicle Camera Surveillance Unit Standards 2020



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Background

The Transport (Road Passenger Services) Regulations 2020 (the Regulations) require that from 1 July 2021 all on-demand rank or hail passenger transport vehicles must have a Camera Surveillance Unit (CSU) fitted that complies with specified standards. Many of those vehicles are already required to be fitted with CSUs. The Regulations contain transitional requirements which specify the vehicles that are already required to have a CSU fitted, those that must have one from 1 July 2021 onwards and the standards that apply in each case. Please refer to regulations 3, 108, 182 and 183 of the Regulations for further details. The Department of Transport's (DoT) website also provides relevant information at:

<https://www.transport.wa.gov.au/On-demandTransport/passenger-transport-vehicle-camera-surveillance-units.asp>.

This document has been approved by the CEO of DoT as the '*Camera Surveillance Unit Standards 2020*' for the purposes of the definition of the term 'Camera Surveillance Unit Standards' in regulation 3 the Regulations.

The wording and structure of these Standards is different to the *Passenger Transport Vehicle Camera Surveillance Unit Standards 2019* (2019 Standards). The 2019 Standards were approved for the purposes of the Transport (Road Passenger Services) Regulations 2019 (repealed). The technical requirements of the 2019 Standards are the same as those in this document and any CSU that complied with the 2019 Standards as installed in a vehicle would be capable of complying with the standards in this document.

Camera Surveillance Unit Standards 2020

1. Definitions

In these Standards:

Approved Person means a person approved in writing by the CEO for the purpose of regulation 113(2) of the Transport (Road Passenger Services) Regulations 2020.

Authorised Officer means a person who is one or more of the following:

- (a) a police officer;
- (b) a person designated as an authorised officer under section 166 of the *Transport (Road Passenger Services) Act 2018*; or
- (c) a person authorised under section 173 of the *Transport (Road Passenger Services) Act 2018* to assist a person in specified in paragraph "(a)" or "(b)" of this definition.

Authorised Person means any person who is:

- (a) an Authorised Officer;
- (b) an Approved Person;
- (c) the provider of an authorised on-demand booking service for an on-demand rank or hail vehicle; or
- (d) any of the following persons who is authorised by a provider referred to in paragraph (c) (in writing by that provider specifying the date that the authorisation was made) to carry out a function in relation to CSUs on that provider's behalf pursuant to regulation 113(4) of the Transport (Road Passenger Services) Regulations 2020;
 - (i) an employee of the abovementioned provider;

- (ii) a person engaged by the provider under a contract for services who is competent to carry out the function; or
- (iii) a person who supplies, installs or maintains CSU's that meet the requirements of regulation 108(3).

DoT notes for completeness that in many circumstances a person who is an Authorised Person under the above definition will be committing an offence under the Regulations if that person acts without an authorised purpose. The definition of 'authorised purpose' is in regulation 107 of those Regulations.

Camera refers to the component of the CSU that captures images inside or outside of the rank or hail PTV (taxi), and is separate from the control unit which contains the security camera logic and recordings collected by the camera. For clarity, a CSU may have more than one Camera.

Camera Surveillance Unit (CSU) means a device that takes visual or audiovisual recordings, and includes all the security camera components including, but not limited to, a control unit, recording unit, camera heads, cables and any other components required to make the system operate correctly.

Passenger transport vehicle or PTV refers to a vehicle used or intended to be used in providing a passenger transport service.

Passenger transport service includes an on-demand, tourism, regular or other prescribed passenger transport service.

Standards means this document i.e. the *Camera Surveillance Unit Standards 2020*.

Unauthorised Person means a person other than an Authorised Person.

visual and audiovisual recording includes —

- (a) any electronically stored information from which a recorded image or sound can be generated; and
- (b) associated metadata.

and **visual recording, audiovisual recording** and **audio recording** each have a corresponding meaning.

2. Environmental requirements

2.1. The CSU must be able to operate in a:

- a) temperature range of -5°C to +60°C; and
- b) humidity range of 0 to 85 per cent relative humidity, non-condensing.

2.2. The CSU must be impact and shock resistant to a level sufficient to withstand the vibration experienced during the normal operation of the PTV it is installed in.

2.3. Visual and audiovisual recordings from the CSU must be capable of being recovered following loss of power to the CSU.

3. System Configuration

3.1. Device, design, construction and installation must ensure normal operation of the CSU allowing for voltage variants between 8VDC – 18VDC.

3.2. Device design, construction and installation must ensure that the CSU:

- a) will not adversely affect the operation of other systems and devices found in a PTV; and

- b) is not adversely affected by other systems and devices found in a PTV, for example electromagnetic interference.
- 3.3. The CSU must be powered, fully operational, recording and storing sounds, images and metadata within 30 seconds from the time the vehicle's ignition is on.
- 3.4. The CSU must have a self-checking function with system status indicators that are clearly visible to the driver when in their normal seated position. Self-check functions must include:
 - a) confirmation that the device is operating;
 - b) confirmation that the device is recording; and
 - c) indication of any system faults.
- 3.5. The CSU must be designed, configured and installed so it logs all:
 - a) faults;
 - b) times the CSU has been accessed;
 - c) software updates; and
 - d) visual and audiovisual downloads;and keeps these records for a minimum of 288 hours.
- 3.6. The CSU must record continuously during the normal operation of the vehicle and store audio recordings, visual recordings and metadata for a minimum of 288 hours.
- 3.7. The CSU must be designed, configured and installed such that no person is able to turn it off or in any way disable the system.
- 3.8. There must be a tamper-proof power connection to the system.

4. Camera Configuration

- 4.1. The CSU must be fixed securely in position such that the Cameras (other than a Camera fitted to the exterior of a vehicle):
 - a) will be visible to passengers in the vehicle who wish to view them; and
 - b) will record a clear view of the driver and all passengers when seated in the vehicle, including their entire upper body from the waist to the top of the head.

5. Visual Recording Requirements

- 5.1. The CSU must be capable of recording a minimum of 5 frames per second for each camera head that forms part of the CSU and set to record at that rate or more.
- 5.2. The resolution and clarity of the recorded images from a Camera must be maintained under lighting conditions from darkness (0 lux) through to sunlight (50,000 lux).
- 5.3. Every:
 - a) visual recording or audiovisual recording;
 - b) copy of a visual or audiovisual recording; and
 - c) any print-out or reproduction of a recordingtaken by the CSU must display on it the following metadata (without obstructing the image of any occupant in a seated position in the vehicle):
 - (i) the vehicle registration number and vehicle identification number;

- (ii) date and time in Australian Western Standard Time within one second; and
- (iii) location in coordinates of latitude and longitude accurate to within 25 metres 95 per cent of the time.

5.4. The CSU, when recording, must meet the requirements of the Australia New Zealand Policing Advisory Agency's *Australia and New Zealand Police Recommendations for CCTV Systems* on facial recognition (images to a facial identification quality of 120%) for CCTV Systems. A copy of these recommendations can be found at www.anzpaa.org.au and include a test chart (second last page) which should be used to establish compliance with this requirement.

6. Audio Recording Requirements

6.1. The CSU must clearly record, and store the recording of, all voices within the interior of the vehicle during normal operation of the vehicle. For clarity, this requirement shall not be read as requiring audio recording separately from audio visual recording.

7. Recording Storage and Retention Requirements

7.1. The recording system for the CSU must be configured so that the recording medium automatically commences re-recording when the medium has reached its recording capacity. The oldest recordings must be overwritten first. For clarity, the recording capacity must, in any event, be sufficient to comply with clauses 3.5 and 3.6 of this Standard.

8. Security of Recordings

- 8.1. If the CSU stores visual recordings remotely:
- a) the remote storage function must include an automated encrypted transmission; and
 - b) visual recordings must be retained in the CSU until confirmation has been received by the CSU that the transmitted images have been received at the remote location.
- 8.2. Access to CSU software and visual recordings, regardless of where they are stored, must be password protected so that the visual recordings cannot be accessed, edited, viewed, downloaded, copied, deleted, printed or otherwise reproduced by an Unauthorised Person.
- 8.3. If the CSU has removable memory, it must only be accessible by an Authorised Person. Anti-tamper protection devices may be used.
- 8.4. Audio recordings must be retained and secured in the same manner as visual recordings. In the context of an audio recording, a reference in these Standards to the viewing of a visual recording shall be read as listening to the audio recording.

Related information

Australian and New Zealand Police Recommendations for CCTV Systems – ANZPAA

Privacy Act 1988 (Commonwealth)

Surveillance Devices Act 1998

Transport (Road Passenger Services) Act 2018

Transport (Road Passenger Services) Regulations 2020

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