

Property Services records retention

Record category	Retention Period
CCTV Records	Legal requirement states that CCTV data should not be held for longer than is necessary. Recommended period is 31 days.
Health surveillance and medical records plus air monitoring and/or biological monitoring etc. kept by reason of the Control of Substances Hazardous to Health Regulations 2002	5 years or 40 years in respect of specific individuals.
Records relating to asbestos, medical records, training records, suspect incidents of potential exposure	40 years.
Ionizing Radiation Records	50 years after last entry.