



An Roinn Tithíochta,
Pleanála agus Rialtais Áitiúil
Department of Housing,
Planning and Local Government

Administration of schemes of financial assistance under the Multi-Annual Rural Water Programme 2019-2021 (Privacy Notice)

The Department of Housing, Planning and Local Government is the Government Department responsible for housing and water, for physical and spatial planning, for local government and for weather forecasting.

The Department is committed to protecting and respecting your privacy. This Privacy Notice explains how the Department, as the Data Controller, will process the personal data provided to it in respect of the management and administration of the schemes of financial assistance listed at 1-4 below; how that information will be used, and what rights you may exercise in relation to your personal data.

The following schemes of financial assistance, which are administered by the Department, relate to rural water services:

- 1 Housing (Domestic Waste Water Treatment Systems Financial Assistance) Regulations 2020
- 2 Housing (Domestic Wastewater Treatment Systems Financial Assistance for Prioritised Areas for Action) Regulations 2020
- 3 Housing (Domestic Waste Water Treatment Systems Financial Assistance for High Status Objective Catchment Areas) Regulations 2020
- 4 Housing (Private Water Supply Financial Assistance) Regulations 2020

Categories of personal data

The Department processes the following personal data in respect of the administration of the schemes of financial assistance listed herein:

- The Eircode of the applicant.

Source of the personal data

Your personal data was provided to the Department by the housing authority to which you made an application for financial assistance under one of the schemes listed herein and received grant aid accordingly.

Purposes of the processing

The Department will use your data in order to;

- Manage the recoupment process in respect of the administration of the aforementioned grant schemes by housing authorities, and
- Discharge its governance and oversight responsibilities.

The Department will not process your personal data for any purpose other than that for which it was collected.

The provision of your personal data is a requirement in order to allow the housing authorities to determine the eligibility of applicants for the respective schemes of financial assistance. You are obliged to provide this data, and failure to do so could result in your application being refused.

Profiling

The Department will not use any personal data collected from you in respect of the administration of schemes of financial assistance, as listed herein, for automated decision-making, or for profiling purposes.

Lawfulness of processing

This processing of your personal data is lawful under Article 6 (1)(e):

“processing is lawful if the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller”.

Under the Regulations listed at 1-4 above, local authorities will perform tasks in the public interest to ensure compliance with the EU Framework Directive. The local authorities exercise an official authority pursuant to the Housing (Miscellaneous Provisions) Act, 1979 and the proposed Regulations.

Security of your personal data

The Department implements appropriate technical and organisational measures to protect your information from unauthorised access. However, despite these efforts, no security measures are perfect or impenetrable, and no method of data transmission can be guaranteed against any interception or other type of misuse. In the event that your personal data is compromised as a result of a breach of security, the Department's protocol for dealing with personal data breaches will be implemented.

Recipients of the data

Personal data is not published and is only communicated or shared with any third party for example other Government Departments, housing authorities, agencies under the aegis of the Department, or other public bodies, in certain circumstances where this is provided for by law.

Cross-border Data Transfers

The Department will not transfer personal data collected in respect of the administration of schemes of financial assistance as listed herein to any country or international organisation outside the EU/EEA.

How long will your data be kept?

The Department will only retain your personal data for as long as it is necessary for the purposes for which it was collected and processed.

In line with legislative and business requirements, the data retention period for your personal data, in this instance, is four years after the closing date for applications under any of the schemes listed herein.

Your rights

The Department's [Data Protection Policy](#), which sets out how we will use your personal data, as well as providing information regarding your rights as a data subject (including details regarding right of access, right to rectification, right to erasure, right

to restriction of processing, right to object), is available on our website. The policy is also available in hard copy upon request.

If you consider that your rights have been infringed, you have the right to complain to the Irish Data Protection Commissioner (www.dataprotection.ie), and you have the right to seek a judicial remedy.

Contacting Us

If you require further information, or wish to access your personal data, please contact the Department's **Data Protection Officer**, details below:

**Data Protection Officer,
Department of Housing, Planning and Local Government,
Newtown Road,
Wexford
Email: data.protection@housing.gov.ie
Telephone: 053 9117450**