Data Protection Notice:

Part A:

Information applicable to all Department of Agriculture, Food and the Marine customers:

1. The Department of Agriculture, Food and the Marine (DAFM) is fully committed to keeping all personal data submitted by its customers, fully safe and secure during administrative processes. All necessary technical measures have been put in place to ensure the safety and security of the systems which hold this data. Department staff are also considered as customers of the Department from a Data Protection perspective and may exercise their data protection rights in the same way.

2. Transparency and openness in the use of personal data held is important to the Department and therefore we aim to fully inform all our customers about the purpose(s) for which their data will be used and why, where it may be shared elsewhere and why and how long their data may be held by the Department. Information on the rights of the customers will also be provided.

3. The current legislation for Data Protection in Ireland is the Data Protection Act 1988 as amended by the 2003 Data Protection Act, The Data Protection Act 2018 and The General Data Protection Regulations (EU 2016/679) which came into effect on 25 May 2018. (It should be noted that the 1988 Data Protection Act as amended in 2003 will likely be repealed in full, in due course).

4. The Data Controller for the collection and processing of all personal data in the Department of Agriculture, Food and the Marine is the Minister for DAFM as a legal entity. The DAFM veterinary laboratory services are divisions of DAFM, rather than an independent legal entity.

5. The Data Protection Officer can be contacted as follows:
   Data Protection Officer
   Data Protection Unit, Corporate Affairs,
   Department of Agriculture, Food and the Marine
   Grattan Business Park, Dublin Road,
   Portlaoise, Co Laois. R32 K857
   Email: dataprotectionofficer@agriculture.gov.ie

6. Personal data processed by the Department of Agriculture, Food and Marine will only be used for the specific purpose(s) as outlined when the data is collected, or in later communications, and will only be used in accordance with the Data Protection legislation in force.

7. Rights of the individual in relation to personal data held by the Department:
   When you, as a customer, provide personal data to the Department you have certain rights available to you in relation to that data. However, it should be noted that not all rights listed shall be applicable in every circumstance. These rights are outlined below and can be exercised by contacting the Data Protection Officer, as detailed above, indicating which right(s) you wish to exercise:
Currently our customers have the following rights (up to 24 May 2018):

- access to their data
- rectification of their data
- erasure of their data
- right to lodge a complaint with the Supervisory Authority

From 25 May 2018 onwards all Department customers can also avail of, where applicable the following additional rights:

- restriction of processing
- data portability
- objection to processing
- withdrawal of consent if they previously gave it in relation to processing of their personal data
- in relation to automated decision making, including profiling.

Part B – Information specific to the personal data being collected

The following data is specific information in relation to the personal data processed by Department of Agriculture, Food and the Marine Veterinary Laboratory Service for diagnostic, statutory, research and / or statistical purposes.

1. Specified purpose:

   Data is being collected to facilitate the provision of veterinary diagnostic and surveillance services, statutory, research and / or statistical purposes.

2. Legal basis:

   Data is collected and processed on the basis of a contract which exists between the Department of Agriculture, Food and the marine (DAFM) and the data subject and / or his/ her private veterinary practitioner. The submission form submitted to the laboratory with diagnostic samples or animal carcases by the data subject and / or his/ her private veterinary practitioner represents the contract between DAFM and the data subject for the collection of data for the purpose outline in point 8 above.

3. Transferred outside the EU:

   Personal data will not be transferred outside the EU

4. Retention Period:

   Personal data collected for the purpose specified above in point 8 and will be kept for *** years approximately. The data collected for this purpose will be held by DAFM only as long as there is a business need to do so in line with the purpose(s) for which it was collected. After this time it will be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.
5. Data provision being statutory or contractual obligation:

The data provided for this purpose is being requested under contract. If the customer chooses not to provide this information their application for veterinary diagnosis cannot proceed.

6. Automated Decision Making:

Your personal data provided will not be subject to automated decision making.

7. Information from Third Party:

Your personal data in relation to clinical submissions to DAFM made by your private veterinary practitioner was obtained from your private veterinary practitioner in line with this Department’s requirement to gather data to aid veterinary diagnosis, surveillance services, statutory, research and / or statistical analysis. In circumstances where this Department did not gather your personal data you are still entitled to exercise your rights in relation to this personal data and the details on how to exercise individuals rights are detailed above.

8. Technical information on data collected:

Technical information on the cookies used on our Department’s website is available at the following link: https://www.agriculture.gov.ie/legalnotices/privacy/.