

Privacy Notice

MID ULSTER RURAL DEVELOPMENT PROGRAMME

Data Controller Name: Mid Ulster District Council
Address: c/o Dungannon Office, Circular Road, Dungannon,
BT71 6DT
Telephone: 03000 132 132
Email: info@midulstercouncil.org

Data Protection Officer Name: Barry O'Hagan

Telephone: 03000 132 132

Email: barry.ohagan@midulstercouncil.org

Why are you processing my personal information?

Your data privacy is our top priority and the protection of this data is important to us.

- We require this information to communicate with you in relation to processing applications and funding activities of Mid Ulster Rural Development Partnership and the management and implementation of the Rural Development Programme 2014-2020.
- The processing of this information is necessary for us to carry out our legislative obligations arising from our contract with the managing authority -The Department Agriculture, Environment and Rural Affairs (DAERA).
- We may send you information which is appropriate to your request relating to the opportunities for funding within the Rural Development Programme.
- We process all personal data lawfully, fairly and in a transparent manner.

What categories of personal data are you processing?

- In order to carry out the purposes described above Mid Ulster Rural Development Partnership administration unit obtain personal data relating to or consisting of the following;
Personal details such as first name, surname, title, postal address, telephone number, e-mail address, company name, details of which sector of the community you represent e.g. youth, financial records, business plans,

procurements, lease & legal documents, application assessments, minutes and records or meetings, vat and taxation, general grant management records, insurances, farm diversification & business/ Enterprise, community or local government representative and bank account details.

- We will only use information which is necessary to carry out our official duties.

Where do you get my personal data from?

- In order to carry out the purposes described above we obtained your details from your application which you completed. We also obtained information via the Rural Development Council who administered the nomination process for LAG board membership on behalf of the managing authority DAERA.
- We will maintain and update your data with any information you subsequently share with us or when we carry out site visits and monitoring in order to ensure your data is factually accurate and up-to-date.

Do you share my personal data with anyone else?

- Data sharing will only take place for legitimate reasons, for the purpose for which you provided the information.
- We will not sell, distribute or lease your personal information to third parties for marketing or promotional purposes unless we have your permission or are required by law to do so. Access to your information will be restricted to the Mid Ulster Rural Development Partnership, Mid Ulster District Council and the managing authority – DAERA administration staff who need it to carry out their responsibilities under the programme.

Do you transfer my personal data to other countries?

Currently no but it may be necessary to transfer personal information within the EA as part of the audit requirement of the programme. When this is needed information may be transferred to countries or territories around the world. Any transfers made will be in full compliance with all aspects of the GDPR.

How long do you keep my personal data?

Record retention is an important consideration in the development and delivery of the Rural Development Programme 2014-2020. Documents can be subject to audit even after the programme is complete in 2020 and therefore it is a legislative requirement

that these details are retained until 31 December 2030. After this period the documents will be securely destroyed.

All the information provided to us is stored on our secure servers with safeguards such as firewalls and data encryption, and we enforce physical access controls to our buildings and files to keep this data safe.

What rights do I have?

- You have the right to obtain confirmation that your data is being [processed, and access to your personal data](#)
- You are entitled to have personal data [rectified if it is inaccurate or incomplete](#)
- You have a right to have personal data erased and to prevent processing, [in specific circumstances](#)
- You have the right to 'block' or suppress processing of personal data, [in specific circumstances](#)
- You have the right to data portability, [in specific circumstances](#)
- You have the right to object to the processing, [in specific circumstances](#)
- You have rights in relation to [automated decision making and profiling](#)

How do I complain if I am not happy?

If you are unhappy with how any aspect of this privacy notice, or how your personal information is being processed, please contact Mid Ulster District Council's Data Protection Officer.

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Tel: 0303 123 1113

Email: casework@ico.org.uk

<https://ico.org.uk/global/contact-us/>