



**Oifig an
Rialaitheora Pleanála**
Office of the
Planning Regulator

DATA PRIVACY STATEMENT
Training Webinar
Planning and the Local Elected Member
24 July 2020

July 2020

Prepared by the Office of the Planning Regulator

www.opr.ie

Privacy Statement

This notice provides you with information regarding the personal data about you which is held by the Office of the Planning Regulator (OPR).

The OPR fully respects your right to privacy. Your personal data will be treated with the highest standards of security and confidentiality, in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (“Data Protection Legislation”).

1. How we use personal data

The OPR needs to process certain personal data in order to carry out tasks required in the course of the performance of the OPR’s functions and to comply with certain legal obligations to which the OPR is subject. The OPR is the data controller in respect of this data.

Examples of this include:

- processing name and email address in order to register attendees for the training webinar.

2. Where we source personal data

The OPR will generally receive personal data directly from the individual concerned. However, in certain circumstances, the OPR may receive personal data from the Association of Irish Local Government (AILG).

3. Purposes of the processing

The OPR will use your data in order to:

- To allow attendees secure access to the webinar; and
- To allow the OPR to circulate a feedback questionnaire/survey after the webinar, if applicable.

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

4. Lawfulness of processing

Article 6 (1)(a) allows for the processing of this information. By signing up for the online training event, attendees have given their consent to the OPR to use their data for this purpose.

5. Recipients

Personal data may be exchanged with the AILG.

6. How long will we keep your data?

The OPR will only retain your personal data for as long as it is necessary for the purposes for which it was collected and subsequently processed, and in line with certain statutory requirements, where relevant. When the personal data that we collect is no longer required, we destroy or delete it in a secure manner.

7. Transfers of data outside the EEA

The OPR currently does not transfer personal data to a country or organisation outside of the EEA. In the event of such a transfer, appropriate safeguards will be put in place.

8. Data Security

The OPR is committed to protecting and respecting your privacy and employs appropriate technical and organisational measures to protect your information from unauthorised access.

9. Your rights

Data subjects have a number of rights in relation to personal data shared with the OPR:

- Access to personal information: Data subjects can ask us for a copy of the personal information we hold. Data subjects can ask us about how we collect, share and use personal information. To access a copy of the personal data held by the OPR, in relation to you, please make a Subject Access Request using the following form: <https://www.opr.ie/wp-content/uploads/2019/11/Subject-Access-Request-Form.pdf>
- Updating and correcting personal details.
- Removing consent: Data subjects can change their minds wherever they give consent, such as for direct marketing, or using sensitive information.
- Restricting and objecting: Data subjects may have the right to restrict or object to the OPR using personal information or using automated decision making.
- Deleting information (right to be forgotten). Data subjects may ask the OPR to delete personal information.
- Moving information (right to Portability). Where possible the OPR can share a digital copy of your information directly with you or another organisation.

If a data subject wishes to exercise any data rights, they should refer to the Data Protection Officer.

You also have the right to complain to the Irish Data Protection Commission (www.dataprotection.ie link is external) if you consider that your rights under GDPR have been infringed, and you have the right to seek a judicial remedy.

Contacting Us

If you require further information, please contact the OPR's Data Protection Officer, contact details are provided below:

Data Protection Officer,
Office of the Planning Regulator,
Block C,
77 Sir John Rogerson's Quay,
Grand Canal Dock,
Dublin 2, D02 VK60
Email: dataprotection@opr.ie
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Version	Date of Change	Author	Reviewer	Summary of Change
1.	N/A	SG	MM	Creation (17/07/20)
2.				