

DATA CONTROLLER: NORTHERN IRELAND POLICING BOARD

PRIVACY NOTICE

Processing Police Appeals Tribunals – Appellant

1. Introduction

The purpose of this Privacy Notice (the **Notice**) is to explain what information we gather about you, what we use that information for and who we give the information to. This Notice also details your rights in relation to the personal information you have shared with the Northern Ireland Policing Board (the **Board**) and how you can obtain further information in respect of the personal information you are sharing.

Data protection regulation is extremely important and we will always adhere to current legislation governing data protection, specifically we will always comply with current data protection legislation when dealing with your personal information. Further details in respect of current data protection legislation can be found on the Information Commissioner's website (www.ico.gov.uk).

2. Who are we?

We are the Northern Ireland Policing Board.

References within the Notice to '*the Board*' '*we*' '*us*' and '*our*' refers to the Northern Ireland Policing Board.

3. Who is our Data Protection Officer?

Our Data Protection Officer is Mr William Magee.

Our Data Protection Officer oversees how the Board collects, uses and shares your information whilst ensuring that your rights are protected.

You can contact our Data Protection Officer by telephone (028 9040 8500) or via email at Data.protection@nipolicingboard.org.uk

4. Why are you processing my personal information?

The Board must collect and process personal information in order to meet its public function and to perform various legal and statutory duties conferred on it by legislation. One such statutory duty is the administration of Police Appeals Tribunals

pursuant to the Royal Ulster Constabulary (Appeals) Regulations 2000 and the Police Appeals Tribunals Regulations (Northern Ireland) 2016.

The lawful basis for processing your personal information is provided under the following provisions of the General Data Protection Regulation (GDPR):

- **Article 6(1)(e):** “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.”
- **Article 9(2)(b):** “processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller of the data subject in the field of employment.
- **Article 10:** “processing of personal data relating to criminal convictions and offences” (in reliance of the condition set out under DPA 2018 – schedule 1 part 1)

If you do not supply the requisite information the Board are unable to proceed with your appeal as cited in the Regulations.

5. Do you share my personal information with anyone?

In order to allow the Board to effectively complete the functions set out above it may be necessary for us to share your personal information with the following parties:

- 5.1. The Police Appeals Tribunal panel members.
- 5.2. The Police Service of Northern Ireland (PSNI).
- 5.3. Stenographers for the purpose of a verbatim record of the hearing.
- 5.4. Your appointed legal representative and or ‘police friend’ (where applicable).
- 5.5. The Board’s legal representative, being the Crown Solicitor’s Office (if necessary).
- 5.6. Information Commissioner’s Office. We may need to share your information if you complain about how we handle your personal information.

6. What information do you collect?

We process information relevant to the reasons/purposes stated above. This may include (but is not limited to);

- 6.1. Name.
- 6.2. Address.
- 6.3. Telephone number.
- 6.4. E-mail address

- 6.5. Any relevant medical history (past and present)
- 6.6. History of any relevant criminal convictions or offences.
- 6.7. PSNI employment history (past and present).
- 6.8. Any other miscellaneous information that might assist the Board in processing your appeal.

7. How do you collect my personal information?

We receive information from;

- 7.1. You
- 7.2. Your appointed representative (if applicable)
- 7.3. Your legal representative (if applicable)
- 7.4. PSNI Discipline Branch

8. Do you transfer my personal information to other countries?

The Northern Ireland Policing Board does not transfer personal information overseas.

9. How long do you keep my personal data?

We will retain your data in line with the appropriate regulations referred to at point 4 above.

10. What rights do I have?

You have various rights in respect of the personal information you have supplied to the Board which includes (but is not limited to);

- You have the right to object to the processing in specific circumstances.
- 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 rights in relation to automated decision making and profiling.

11. How do I exercise my rights or complain if I am unhappy?

If you wish to exercise any of your rights or if you are unhappy with any aspect of this privacy notice please contact the Board's **Data Protection Officer** at:

Northern Ireland Policing Board
James House
Block D, 2-4 Cromac Avenue
Belfast
BT7 2JA

Telephone number and email address as at Section 3 above.

If you are still not happy and wish to lodge a complaint, or if you wish to find out more information generally about your rights, you can contact the **Information Commissioner's Office** at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: 0303 123 1113

Email: casework@ico.org.uk

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