

DATA CONTROLLER: NORTHERN IRELAND POLICING BOARD

PRIVACY NOTICE

Processing Police Pensions and Awards

1. Introduction

The purpose of this Privacy 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 the current data protection legislation when dealing with your personal information. Further details in respect of the 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. The Board is the Controller and PSNI Pensions Branch is the Processor for police pensions information. The processing of personal information is necessary to ensure that police pensions and awards are processed and paid to former officers and their dependents. This includes the following categories of pensions/awards:

- 4.1 Injury on Duty and Ill Health Retirement awards/pensions.
- 4.2 Adult survivor awards/pensions.
- 4.3 Dependents' awards/pensions
- 4.4 Pension Forfeiture cases.

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.”*

We also process special category information pursuant to the following conditions;

- **Article 9(2)(b)**: *“processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the Controller or of the data subject in the field of employment and Social Security and Social Protection Law insofar as this authorised by Union or Member State law or collective agreement pursuant to Member State law providing for appropriate safeguards on the fundamental rights and interests of the data subject.”*
- **Article 9(2)(h)**: *“processing is necessary for the purposes of preventative or occupational medicine for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care treatment or the management of Health and Social Care systems and services on the basis of Union or Member State law are pursuant to contract with the health professional and subject to health conditions and safeguards referred to in paragraph 3.”*

If you do not supply the requisite information, it may not be possible to adequately process your pension/award.

5. Do you share my personal information with anyone?

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

- 5.1. The Department of Justice.
- 5.2. Your appointed representative (if applicable).
- 5.3. Your appointed legal representative (if applicable).
- 5.4. PSNI Pensions Branch.
- 5.5. PSNI Human Resources Branch.
- 5.6. PSNI Legacy Branch (if applicable)
- 5.7. Information Commissioner's Office. We may need to share your information if you complain about how we have handled your case.
- 5.8. Pension's Ombudsman. We may need to share your information if you complain about how we have handled your case.
- 5.9. Other government/statutory agencies (if necessary).

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. National insurance number.
- 6.5. Date of birth.
- 6.6. Service Number
- 6.7. Bank Details
- 6.8. Employment history (past and present).
- 6.9. State benefit information (past and present).
- 6.10. Medical Conditions

6.11 Any other miscellaneous information that might assist in processing your pension/award

7. How do you collect my personal information?

In order for us to carry out our statutory function, it is possible for us to requisition personal information from;

- 7.1. You.
- 7.2. Your appointed representative (if applicable)
- 7.3. Your legal representative (if applicable)
- 7.4. PSNI Human Resources Branch (if necessary).
- 7.5 Other government/statutory agencies (if necessary).

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

The Board does not transfer personal information overseas.

9. How long do you keep my personal data?

We will retain your data as agreed by the Controller and the Processor.

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
Waterside Tower
31 Clarendon Road
Belfast
BT1 3BG

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/>

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