

NIPB Privacy Notice: Appointment of Chief Officers and Senior Police Staff Equivalents

Data Controller Name: Northern Ireland Policing Board

Address: Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast
BT1 3BG

Telephone: 028 90408500

Email: information@nipolicingboard.org.uk

Data Protection Officer Name: William Magee

Telephone: 028 90408500

Email: Data.protection@nipolicingboard.org.uk

Why are you processing my personal information?

- The Police (NI) Act 2000 Section 35(1) and (2) provides the legislative power for the Northern Ireland Policing Board (the Board) to appoint senior officers to the rank of Chief Constable, Deputy Chief Constable, Assistant Chief Constable as well as Senior Police Staff equivalents.
- The lawful basis for processing your personal information is provided under the following provisions of the General Data Protection Regulation (GDPR):
 - **Article 6(1)(b):** processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;
 - **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.

The lawful basis for processing information which is 'Special Category' data is:

- **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 9(2)(h):** processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee; and
- **Schedule 1 part 1(1) and part 2(2)(a) and (b) of the Data Protection Act (DPA) 2018** which relates to the processing for employment, the assessment of your working capacity and preventative or occupational medicine.

The lawful basis for processing information relating to criminal convictions and offences is:

- **Article 10:** processing of personal data relating to criminal convictions and offences **(in reliance on the condition set out under DPA 2018 – Schedule 1 part 1(1)).**
- Any Equality Monitoring data will be treated in the strictest confidence and will not be held by the Board. The information is provided for monitoring purposes only and will be recorded and processed on the PSNI Human Resources database.
- Please note that if you do not supply the requisite information or provide false or misleading information, this can be deemed as grounds for refusing to proceed with an application for employment.

The Board may also obtain a range of personal data in support of an application which may include (but is not restricted to) the following:

- Job Employment Reference.
- Training, Policing Qualification and Experience.
- Additional Information relating to Criminal and / or Disciplinary Proceedings.
- Medical Assessment to ascertain fitness to undertake relevant duties.

The Board may request this information from a range of sources including (but not restricted to) the following:

- Current Employer.
- The appropriate Police Training College eg College of Policing, Garda Siochana.
- The Board's Medical Advisor.

Will the Board share your personal data with anyone else?

As part of the Chief Officer and Senior Police Staff Equivalent recruitment process the Board may avail of the support of a number of advisor roles. This may include but is not limited to support relating to Executive Search, Selection and Appointment and Equality and Diversity. Where the Board avail of such support within a recruitment competition, this will be made clear to potential applicants within the Candidate Information Material.

In most circumstances the Board will not share your personal data with anyone else without securing your consent. However the Board is obliged to share your data in meeting our legal or public function requirement, to pursue debt, for fraud, or crime prevention and detection purposes, or in your vital interests with the following:

- Other Government Departments and Agencies.
- Her Majesty's Customs and Excise (HMRC).
- Police Service of Northern Ireland: Human Resources.
- Courts, Tribunals and parties in litigation.
- Northern Ireland Civil Service Commissioners.
- Police Forces and emergency responders.
- Trade Unions.

Do you transfer my personal data to other countries?

The Board does not transfer personal information overseas.

How long do you keep my personal data?

The Board will retain your data in line with our Retention and Disposal Schedule.

What rights do I have?

You have the right to object to the processing in specific circumstances.

In addition:

- 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.

How do I exercise my rights or complain if I am not happy?

You can find out more information about your rights on the [Information Commissioner's Office website](#) or you can contact them at the address provided below.

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
Clarendon Dock
Belfast
BT1 3BG

Email: Data.protection@nipolicingboard.org.uk

Telephone: 028 90408500

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/>