

Data Protection Policy

Forum on Parliamentary Privilege

The Ceann Comhairle has engaged a group which is known as the Forum on Parliamentary Privilege (hereinafter referred to as 'the Forum') to examine the operation of the current rules of the Dáil ensuring freedom of debate for Members, the privileges ensuring that freedom, and the sanctions available where there has been an abuse of that privilege.

The Data Protection Act 1988 and the Data Protection (Amendment) Act 2003 safeguard the privacy rights of individuals with regard to personal data, i.e., data relating to them which is held on computer files or in manual files which are structured or searchable by reference to individuals.

The Forum Data Protection Policy outlines how we will comply with the Data Protection Acts 1988 and 2003 that govern the collection, processing, retention, use and disclosure of information relating to individuals.

Data Protection Principles

The Forum shall perform its responsibilities under the Data Protection Acts in accordance with the following eight Data Protection principles:

- Obtain and process information fairly;
- Keep it only for specified, explicit and lawful purposes;
- Use and disclose data only in ways that are compatible with these purposes;
- Keep data safe and secure;
- Keep data accurate, complete and up-to-date;
- Ensure that data is adequate, relevant and not excessive;
- Retain data for no longer than is necessary for the purpose(s) for which it is acquired;
- Give a copy of his/her personal data to the relevant individual on request.

Responsibility

The Forum seeks the considered opinions of interested persons on this important question. The Forum's conclusions will form the basis of a report that will be submitted to the Committee on Procedure of Dáil Éireann for further debate by our elected representatives.

All staff and those contracted to work with or provide a service to the Forum are firmly committed to ensuring personal privacy and compliance with Data Protection legislation.

We have also clearly outlined our policy on the publication of personal details in respect of the **Submissions** process [on our website](#).

- In the case of submissions containing sensitive personal information, all personal data and related identifiable details may be removed or redacted if you request it. If this happens, these submissions will be listed online as "Name with Forum Secretariat", or 'NWFS'. In certain circumstances the submission itself may not be published.
- Anonymous submissions will not be accepted.
- Submissions not accepted will be deleted from our Forum server.

Personal information provided by experts, speakers and other contributors to the Forum's deliberations will only be published with their knowledge and/or permission.

Review

This Policy will be reviewed regularly in light of any legislative or other relevant developments.