

**PRIVACY NOTICE –
SOCIAL AND COMMEMORATIVE EVENTS FOR FORMER MEMBERS OF STAFF OF THE HOUSES OF THE OIREACHTAS
COMMISSION**

WHO IS ISSUING THIS NOTICE AND WHY?

From time to time social and commemorative events such as an annual former staff members' dinner are organized. The organization of such events is currently undertaken on an event-by-event basis by your former employer, the Houses of the Oireachtas Commission (the "*Commission*", which term includes the Houses of the Oireachtas Service), individual organizers, or an organizing committee convened for the particular purpose (in any such instance in this Privacy Notice described as "*Organizers*"). These Organizers are "*controllers*" of relevant personal information for the purposes of the General Data Protection Regulation ("*GDPR*").

Being "*controllers*" means that the Organizers decide what happens to your personal information, and how it is dealt with. The Organizers generally avail of ICT facilities provided by the Commission. Where it is not an Organizer, the Commission is a "*processor*" of your personal information since it deals with your personal information on the Organizers' behalf pursuant to a contract that ensures the security and lawful use of that information. Different Organizers are likely to be co-controllers with each other, either as joint controllers or independent controllers.

This Privacy Notice is being issued to facilitate the Organizers' compliance with their duties under the GDPR and the Data Protection Act 2018. It tells you how the Organizers deal with (including by way of collection, use, or disposal) personal information you give them to enable them to let you know about events they are organizing and invite you to attend. The Privacy Notice applies to any information duly supplied to the Organizers on your behalf.

If the Organizers get in touch with you using the contact details you provide, they will identify themselves clearly in respect of the particular event they are organizing and in which they believe you may be interested. In respect of the collection of contact details to which this Privacy Notice applies, the current Organizer is the Commission.

IN THE CONTEXT OF THIS PRIVACY NOTICE, WHAT KINDS OF INFORMATION DO THE ORGANIZERS COLLECT?

The only personal information with which this Privacy Notice is concerned is those contact details you provide to the Organizers with your consent so that they can notify you about forthcoming events organized by them for former members of Oireachtas staff. The Organizers do not collect or deal with any sensitive types of personal information in the context of this Notice. **Your personal information will not be used for marketing.** A different privacy notice may be appropriate and necessary in respect of the event itself.

Depending on the contact details you wish to provide, these may extend to name, personal address, email address, and various types of telephone number. Given that the purpose of collection is social and commemorative the Organizers would advise that details that in the context might be considered less relevant, such as a current work address or telephone number, should not be provided.

PURPOSE AND LEGAL BASIS

Among the principles of lawful dealing with personal information are that it must only be dealt with for purposes consistent with those for which it was collected and that it must be kept accurate and up to date. It is therefore important for the Organizers to have available to them your most recent contact details so that no question might arise of notice of an event going to the wrong address or of communication being addressed to a former member of staff after they have died. The Organizers believe that the purpose of notifying you of forthcoming events is different from the purposes for which the Commission dealt with your contact details and payment of any pension by the Department of Public Expenditure and Reform.

Accordingly, they believe it would be more appropriate if they collected your contact details for the purpose of notifying you of forthcoming events further to a separate and specific consent given by you. Naturally, therefore, they will only use those details to notify you of those events if you decide to give that consent.

Withdrawal and renewal of consent

You may withdraw your consent to the Organizers' dealing with your personal information as governed by this Privacy Notice at any time and the Organizers will forthwith, but without prejudice to the validity of dealing with the information before that withdrawal, stop dealing with that information. You will be provided with means that allow the withdrawal of consent as easily as those by which you provided it. Naturally, if you do withdraw consent, that will mean that Organizers will not be able to let you know of events you might potentially be interested in.

In order to ensure that your personal information in the form of contact details at which you may be notified of events is accurate and up to date, any consent to which this Privacy Notice applies will be treated as valid until 31 December in the year

in which it is first given, and after that for 12 months (unless you withdraw the consent sooner). You will be written to before the consent expires asking if you wish to renew your consent for a further 12 months. If no response is received from you within 21 days of the date of the communication, your contact details will be securely deleted.

SAFEGUARDS

Your contact details will be dealt with by the Commission as Organizer or on behalf of the Organizers as processor and will therefore be protected by the technical measures addressing online security, risk of data loss, alteration of data, or unauthorized access applicable to parliamentary and administrative data processed by the Commission in the performance of its statutory functions. These include logging restrictions in the form of frequently changed passwords, logging records, appropriate data protection training, and prompt and regular deletion of outdated, superfluous, or redundant information. Access to the database will be controlled as an organizational measure so as to be limited to Organizers who have need of your information for the purposes set out in this Privacy Notice from time to time, and then only from devices that assure against the compromising of that security, including the risks or unauthorized engagement with the information already mentioned.

SOURCES, RECIPIENTS, AND DATA SHARING

The Organizers obtain personal information relevant to this Privacy Notice from you or from persons who you have duly authorized to provide information on your behalf. The Commission retains data (sub)processors to assist it in processing data; these are bound by data processing agreements that secure your rights with regard to your personal information in accordance with the GDPR. Apart from this, and any recipients covered by "*Further dealing*" below, the only recipients will be Organizers who are in charge of specific events in which you may wish to participate. Participation may involve passing your personal information on to other third persons (for example, to process a payment or gain access to particular premises) but information about this in connection with particular events will be available from a further privacy notice drawn up for the event in question.

FURTHER DEALING WITH YOUR PERSONAL INFORMATION

Organizers rarely deal with your personal information to which this Privacy Notice applies for other purposes; for example, in principle it is conceivable that your personal information could be disclosed to a legal adviser retained by the Organizers, or, where this is legally required, to another public authority.

TRANSFERS TO THIRD COUNTRIES

Personal information the Organizers deal with and to which this Privacy Notice applies will be kept within the EU.

RETENTION

Personal information to which this Privacy Notice applies will be securely deleted forthwith if you withdraw your consent to the Organizers' dealing with it or at the end of the current interval for which you afforded consent if you decline to renew your consent, or do not reply within the 21 days mentioned, as contemplated at "*Withdrawal and renewal of consent*" above. This paragraph is subject to any legal requirement that requires longer retention or retention for purposes of "*Further dealing*" as set out above.

YOUR RIGHTS ABOUT YOUR PERSONAL INFORMATION

You may ask the relevant Organizer(s) for a copy of your personal information. You may ask the relevant Organizer(s) to supplement or correct your personal information if it is incomplete or incorrect (including out of date). You may be able to ask the relevant Organizer(s) to delete personal information, especially if you have withdrawn consent to its being dealt with or the relevant Organizer(s) no longer need(s) it, or not to deal with it for the time being, for example, if you think it is incorrect. If the relevant Organizer(s) deal(s) with your personal information on the basis of your consent, or because the dealing is necessary for the performance of a contract to which you are party, you can normally require the relevant Organizer(s) to forward it on to some other person named by you.

REDRESS

If you are not content with how the relevant Organizer(s) is/are dealing with your personal information, you may bring your dissatisfaction to the attention of the Data Protection Commission: see www.dataprotection.ie.

VARIATION OF PRIVACY NOTICE

This Privacy Notice is regularly kept under review. Any updates will be placed on the website www.oireachtas.ie and notified to you. The Privacy Notice was last updated on 16 November 2022.