



## Privacy Notice

**Data Controller Name:** Department for the Economy  
**Address:** Netherleigh, Massey Avenue, Belfast, BT4 2JP  
**Telephone:** 028 9052 9900  
**Email:** [dfemail@economy-ni.gov.uk](mailto:dfemail@economy-ni.gov.uk)

**Data Protection Officer Name:** Bernard McCaughan  
**Email:** [DPO@economy-ni.gov.uk](mailto:DPO@economy-ni.gov.uk)  
**Telephone number:** 028 90 529256

### Why are you processing my personal information?

As you have applied to the All-Ireland Scholarship it is necessary to process your personal information to check that you are eligible for the Scholarship, determine whether your application is successful, and to notify you if you are successful.

The lawful basis for processing is legitimate interests. It is in the legitimate interest of all applicants that their data is processed so that their application to the Scholarship can be considered.

### What categories of personal data are you processing?

In order to consider an applicant for the All-Ireland Scholarship the following personal data must be processed:

- Contact details
- School or FE College attended
- Academic results
- EMA reference number

### Where do you get my personal data from?

When you complete and forward an application form and confirmation of results/notification of performance form.



### **Do you share my personal data with anyone else?**

The data is collected by the Council for the Curriculum, Examinations and Assessment (CCEA) and the Further Education Colleges on behalf of the Department for the Economy via the Application and Confirmation of Results form. Once all applications are processed and forwarded to the Department for the Economy the Department shares the personal details of the 25 successful scholarship applicants with the All-Ireland Scholarship Trust, who will then write to the successful applicants with a scholarship offer.

### **Do you transfer my personal data to other countries?**

The details of successful applicants are shared with the All-Ireland Scholarship Trust who are located in the Republic of Ireland. The transfer of data is in full compliance of the General Data Protection Regulation and a Data Sharing Agreement is in place to ensure this.

### **How long do you keep my personal data?**

As the Scholarship involves the awarding of financial support the Department for the Economy is required to keep the details of applicants for a period of 7 years for auditing and assurance purposes, this is in line with the Departments retention and disposal schedule. The details of applicants will also be held by CCEA and the Collaboration Support Officer for FE, South West College, for a period of one year, for auditing and assurance purposes.

### **How do you use my personal data to make decisions about me?**

Applicants are ranked based on their academic performance. 25 top performing students will be offered a scholarship. The decision as to whether a scholarship is awarded or not will be made in accordance with conditions of the scholarship. The successful applicants will be made up of the following:

#### 19 Post-Primary School Students

- The top two performing students in each county.
- The next seven best performing students – regardless of county.
- Student must be in receipt of EMA.



### Further Education College Students

- The top performing Level 3 Extended Diploma student from each Further Education college
- In the result of a dead heat situation the successful applicant will be randomly selected from the pool of top performing students.
- Student must be in receipt of EMA.

### **What rights do I have?**

- 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, in specific circumstances
- You have the right to 'block' or suppress processing of personal data, in specific circumstances
- You have rights in relation to automated decision making and profiling

### **How do I complain if I am not happy?**

If you are unhappy with how any aspect of this privacy notice, or how your personal information is being processed, please contact the Department's Data Protection Officer at:

**Data Protection Officer:** Bernard McCaughan

**Email:** [DPO@economy-ni.gov.uk](mailto:DPO@economy-ni.gov.uk)

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](mailto:casework@ico.org.uk)

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