Privacy Notice[i] - QQI General Correspondence

Purpose

The purposes for which the Department processes your data are

- To share relevant information with QQI to address queries and complaints received by the Department

Legal basis

- Qualifications & Quality Assurance (Education & Training) Act 2012
- Performance Delivery Agreement 2018

Source

Not Applicable

Categories of data subject

- Persons who have submitted general queries

Categories of personal data

- Identity
- Contact details
- Data submitted by applicant to support query or complaint

Further Processing

Where the Department intends to further process your data or that of your child for a purpose other than the purposes listed above, the Department will provide you prior to that further processing with information on that other purpose and with any relevant further information on the processing activity and your data protection rights.

Recipients of the data

Data Sharing

Data may be shared with QQI for the purpose/s of answering submitted queries

The legal basis for this data-sharing is Qualifications & Quality Assurance (Education & Training) Act 2012.

Storage period

The data processed will be retained for 10 years to enable the processing of any future queries relating to the individual.

Third Country

None of your data or that of your child or the tutor's data will be transferred to a country outside of the European Economic Area i.e. the EU and Norway, Iceland and Liechtenstein.

Data Subject Rights

Please follow the https://www.education.ie/en/The-Department/Data-Protection/Information.html for information on your right to access your data and that of your child's.

You may also exercise your right to correct your data, seek to restrict how it may be processed or object to how it may be processed. Your data or that or your child's will not be used for automated decision-making or profiling, please see http://gdprandyou.ie/wp-content/uploads/2018/03/Rights-of-Individuals-under-the-General-Data-Protection-Regulation.pdf for a the data Protection Commissioner's Guide to Data Subject Rights.

While you have a right to have your data or that of your child deleted the Department may not be able to agree to your request if it is less than 10 years since you submitted your application under this scheme. The Department may not be able to agree to your request for deletion also where your data is subject to the National Archives Act 1986 and no order has been made to dispose of the this category of data under that Act, see guidance from the National Archives

http://www.nationalarchives.ie/wp-content/uploads/2018/05/20180319GDPRNAA_GuidanceNote_1.pdf .

You have the right to lodge a complaint with the Data Protection Commissioner, please see

www.dataprotection.ie

Further Information

Further information on how this scheme operates is available at www.qqi.ie or https://www.education.ie/en/The-Department/Management-Organisation/Higher-Education-Governance-and-Financial-Section.html

Contact Details

The Department of Education and Skills is the data controller for the processing of your data. If you have any query in respect of this you may contact Higher Education - Qualifications Section by e-mail qualifications@education.gov.ie or by post to Department of Education and Skills, Higher Education – Qualifications, Marlborough St., Dublin 1. D01 RC96.

The Department's Data Protection Officer may be contacted by sending an e-mail to dpo@education.gov.ie or by post to Department of Education and Skills, Data Protection Unit, Athlone, Co. Westmeath, N37 X659.

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[i] Please see glossary of Data Protection terms on www.education.ie