



**Authorisation Form to approve Agency access to DAFM Online Services and to allow  
an Agent to act on behalf of a Scheme applicant**

**DAFM AUTH 1**

**Panel A – Customer details.** *To be completed and signed by the Applicant(s). This form must be completed by the registered owner(s) of the Herd Number or other Department identifier. If the Herd Number or other Department identifier is owned in joint names, all parties must sign this form. Provision has been made for up to 3 joint owners below. Please use BLOCK CAPITALS.*

**Name(s):** \_\_\_\_\_

*(as registered with the Department of Agriculture, Food and the Marine)*

**Address:** \_\_\_\_\_

**Telephone No:** \_\_\_\_\_ **Mobile No:** \_\_\_\_\_

**Herd No. or other Department Identifier:** \_\_\_\_\_

I/we wish to have the agency and its registered agent(s) in respect of whom details are supplied in Panels B act on my/our behalf in submitting applications online to the Department of Agriculture, Food and the Marine for the following Schemes:

- |   |                          |
|---|--------------------------|
| * Area Based & Livestock Schemes                  | <input type="checkbox"/> |
| BPS/Greening/ANC/Entitlement Related Applications | <input type="checkbox"/> |
| Organic Farming Scheme                            | <input type="checkbox"/> |
| Agri Climate Rural Environmental Scheme (ACRES)   | <input type="checkbox"/> |
| AgSchemes - Nitrates Derogation                   | <input type="checkbox"/> |
| Nitrogen & Phosphorous Statements                 | <input type="checkbox"/> |
| Existing Exceptional Aid measures                 | <input type="checkbox"/> |
| Multi Species Swards Measure                      | <input type="checkbox"/> |

\* Area Based & Livestock schemes comprise the following and their successors under future CAP: *Basic Income Support for Sustainability (BISS)/Entitlements/Complementary Redistributive Income Support for Sustainability (CRISS)/Complimentary Income Support for Young Farmers (CISYV) /Eco-scheme/Protein Aid/ANC/Straw Incorporation Measure(SIM), Beef Environmental Efficiency Programme (BEEP), Suckler Carbon Efficiency Programme, new Exceptional Aid Measures, Sheep Improvement Scheme, Knowledge Transfer Programme, Dairy Beef Welfare Scheme, National Fertiliser Database and any future schemes that are not covered under the authorisations above.*

**Please tick the box(es) above only in respect of the relevant scheme(s)**

**Liability, Indemnity, Authorisation and Declaration.**

The Department of Agriculture, Food and the Marine shall not be liable for any direct or indirect loss or liability to the client resulting from the use by an Agency/Agent of online facilities to submit an application under any of the above schemes to the Department on behalf of a client. Full responsibility for the data submitted online rests with the agency/agent and the client concerned. **The Department reserves the right to withdraw this service from an agent where there is evidence of improper use of the service. Payments may be reduced or lost where it is found that the client or agent does not adhere to the conditions of a scheme.**

I/We authorise the agency and agent(s) whose details are set out below to communicate with the Department of Agriculture, Food and the Marine on my/our behalf for the purpose, in the first instance, of completing and submitting the relevant application form(s) online and thereafter for the submission of my/our details in such format as may be required from time to time by the Department.

I/We confirm that the information in this **Panel A** is correct to the best of my/our knowledge and that it refers to me/us. I/We further confirm that I am/we are the registered owner(s) of the herd number or other Department identifier mentioned above. I/We authorise the Department of Agriculture, Food and the Marine to forward my/our personal details to my/our agent.

I/We agree that the Department may request/access data held externally in relation to me/us which is required for the purpose of assessment/verification of my/our application(s).

I/We further agree that the details supplied in my/our application form for grant-aid, along with any supporting documentation, may be made available within this Department or to any other body where required for scheme evaluation purposes.

I/We understand that all data held/requested/accessed by the Department is subject to current Data Protection legislation and Regulation (EU) No 2016/679 (General Data Protection Regulation).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**ALL named owners must sign this form.**

**Panel B - AGENCY DETAILS**

*To be completed by the agency. Please use BLOCK CAPITALS.*

**Agency Number:**

AGY \_\_\_\_\_

**Agency Name:**

\_\_\_\_\_

**First Agent's details.**

**Agent Number:** AGT \_\_\_\_\_

**Agent Name:** \_\_\_\_\_

**Agent Address:** \_\_\_\_\_

**Second Agent's details.**

**Agent Number:** AGT \_\_\_\_\_

**Agent Name:** \_\_\_\_\_

**Agent Address:** \_\_\_\_\_



## Data Protection Notice

General Data Protection information applicable to all Department of Agriculture, Food and the Marine customers is available at -

<https://www.gov.ie/en/organisation-information/ef9f6-data-protection/>

### **Information specific to the personal data being collected on DAFM Auth 1:**

The following data is specific information in relation to the personal data processed for the purpose of authorising the agricultural agent(s) to submit applications online on behalf of the scheme applicant.

**1. Specified Purpose:** The personal data sought from you is required for the purpose of authorising an agent to access DAFM On-Line Services on your behalf and submit applications to the Department of Agriculture, Food and the Marine for the scheme(s) selected on this form.

**2. Legal Basis:** The legal basis for processing this personal data is Article 6(1) (b), (c) and (e) of Regulation (EU) 2016/79 of the European Parliament and of the Council of 27 April 2016 (the General Data Protection Regulation) i.e. 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, compliance with a legal obligation to which the controller is subject and for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

**3. Recipients:** Information provided on this form will be shared with other Business Areas within the Department to ensure that the agent(s) listed will no longer be in a position to act on behalf of the scheme applicant for the scheme(s) selected. The Department is also currently obliged by law to provide information concerning applicants in response to requests received from the Office of the Revenue Commissioners, An Garda Síochána and other bodies in accordance with current Data Protection legislation.

**4. Transferred outside the EU:** Information is not transferred outside the EU.

**5. Retention Period:** The data submitted will be retained by DAFM only as long as there is a business need to do so in line with the purposes for which it was collected. It will then be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.

**6. Data Provision being statutory or contractual obligation:** The data provided for this purpose is in line with our statutory obligations and with current Data Protection legislation. Failure to provide all the personal data required will result in DAFM being unable to terminate the arrangement between the applicant and the agent.

**7. Automated Decision Making:** Data is not processed automatically.

**8. Information from Third Party:** N/A

**9. Technical Information on data collected:** Technical information on the cookies used on the Gov.ie website is available at <https://www.gov.ie/en/help/privacy-policy/?section=cookies>.



**DAFM Auth 1**

**Authorisation Form to allow an Agency / Agent to act on behalf of an applicant for Schemes operated by the Department of Agriculture, Food and the Marine**

To the Applicant,

Please complete the application form if you wish to authorise the agency and/or agent(s) listed to complete and submit application form(s) online to the Department of Agriculture, Food and the Marine on your behalf. The agency comprises registered agents of the agency and any staff nominated by the agency to act on its behalf. Please ensure that the data you provide on the form is complete and accurate. Incomplete forms will be returned, thereby delaying this authorisation process.

The agreement between you and the agency / agent(s) will remain in place until such time as either party notifies the Department in writing that the agreement is terminated.

In order that your authorised agent can act on your behalf in this matter, that agent will have access to all the current and previous years' information in relation to your entitlements and other scheme applications.

Please read the "Liability, Indemnity, Authorisation and Declaration" Section and the Data Protection Notice on the DAFM Auth 1 form before signing. In this context, please note that the on-line application may be printed by your Agent for your records immediately after it is submitted. The Department will also issue an official acknowledgement on receipt of your on-line application.

This form, when completed, should be sent by email to [Agfood@agriculture.gov.ie](mailto:Agfood@agriculture.gov.ie) or by post to:

**On-Line Services Section,  
Department of Agriculture, Food and the Marine,  
Government Buildings,  
Farnham Street,  
Cavan,  
H12 D459**

If you have any queries in relation to the form, please contact Online Services at **(049) 436 8288**.

**C McKiernan  
On-Line Services**