



Authorisation Form to approve Agency access to DAFM On-Line Services and to allow an Agent to act on behalf of an applicant for Soil Sampling and Analysis Programme

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. If the Herd Number 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 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 Soil Sampling and Analysis Programme

Soil Sampling and Analysis Programme

Please tick the box if you agree to allow the agent(s) listed to act on your behalf for the above scheme.

For Official Use Only – CCS	
Customer linked to Agent	Recorded by
Date recorded	
Customer changes made	Yes No

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 the above programme 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. Applications in the programme may be withdrawn where it is found that the client or agent does not adhere to the conditions of the programme.**

I/We authorise the 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.

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 **Soil Sampling and Analysis Programme** will utilize/access data held by the Department of Agriculture, Food and the Marine in relation to me/us which is required for the purpose of delivering my/our successful application(s).

I/We further agree that the details supplied in my/our application form and Basic Payment Scheme application, along with any supporting documentation, may be made available within this Department or to any other body where required for Programme 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 – Agent's details.

To be completed by the agent. Please use BLOCK CAPITALS.

Agent Number: _____

Agent Name: _____

Agent Business Address: _____

Currently working on behalf of:

Agency Name: _____

Agency Number: _____



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 this form

The following data is specific information in relation to the personal data processed for the purpose of authorising an agent to access DAFM On-Line Services on your behalf.

- 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 programme selected on this form.
- 2. Legal Basis:** The legal basis for processing this personal data is Article 6(1) (c) 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 compliance with a legal obligation to which the controller is subject.
- 3. Recipients:** Information provided on this form will be shared with other Business Areas within the Department for the purposes of processing applications in a timely and efficient manner. 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 authorise an agent to access DAFM On-Line Services and submit applications on your behalf.
- 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>.