An Roinn Iompair
Department of Transport

Data Protection Privacy Notice for Form: IMO FAL Form 6 – Passenger List

This information may not fully replace all existing Data Protection information which appear in current terms and conditions on our forms and should be read as additional data protection information to be provided to the customer/data subject.

Part A:

We are fully committed to keeping all personal data submitted to us safe and secure. All necessary technical measures have been put in place to ensure the safety and security of the systems which hold your data.

Being open and transparent in how we process your personal data is important to us and therefore we aim to keep you informed of the purpose(s) for which your personal data will be used and why, where it may be shared elsewhere and why, and how long your data may be held by the Department.

Data Controller and Data Protection Officer

The Department of Transport has two data Controllers:

1. The Department of Transport
2. The Driver and Vehicle Computer Services Division of the Department

The Department has its Headquarters in Leeson Lane, Dublin D02 TR60. It has appointed a Data Protection Officer for you to contact if you have any questions or concerns around the Department's personal data policies or practices. The Department's DPO details are as follows:

Data Protection Officer

Department of Transport

Leeson Lane

Dublin D02TR60

Ph: 085 879 7044

Email: dataprotection@transport.gov.ie

Please contact the **Department's** DPO with any queries you may have in relation to this privacy statement for Form IMO FAL Form 6 – Passenger List.

Personal data processed by the Department will only be used for the specific purpose(s) as outlined when the data is collected, or in later communications, and will only be used in accordance with the Data Protection legislation in force.

Data Subject Rights:

When you provide personal data to us you have certain rights available to you in relation to that data. These rights are outlined below and can be exercised by contacting the Data Protection Officer, as detailed above, indicating which right you wish to exercise:

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- Rights in relation to automated decision making and profiling

Finally, as a data subject, should you be unhappy with the provision of information in this Notice you can make a complaint the Data Protection Commission, which is Ireland's Supervisory Authority for data protection matters.

Part B: Information Specific to the Data Being Collected in Form IMO FAL Form 6 – Passenger List

The following data is specific information in relation to the personal data processed for the purposes of IMO FAL Form 6 – Passenger List.

Specific Purpose:

Form IMO FAL Form 6 – Passenger List is used where a shipping vessel arrives in and/or departs from a port in the State. Certain personal data is needed to process this form correctly in adherence with S.I. No. 166/2012 - European Union (Reporting Formalities for Ships) Regulations 2012 as amended by S.I. No. 678/2019 - European Union (Reporting Formalities for Ships) (Amendment) Regulations 2019. The regulation implement and Directive 2010/65/EU of 20 October 2010 as amended by Directive (EU) 2017/2109 of 15 November 2017.

Legal Basis:

The legal basis for the collection and processing of the personal data in Form FAL 6 – Passenger List is contained in S.I. No. 166/2012 - European Union (Reporting Formalities for Ships) Regulations 2012 as amended by S.I. No. 678/2019 - European Union (Reporting Formalities for Ships) (Amendment) Regulations 2019.

Recipients:

Recipients of this data are the Marine Survey Office (MSO) and its administrative staff, Revenue, Irish Coast Guard, Department of Defence, Health Service Executive, Central Statistics Office and Commissioners of Irish Lights.

Transferred outside the EU/EEA and countries with which there is no adequacy agreement[1]

The personal information you provide in this form is not transferred outside the EU/EEA.

Retention period:

The data collected for this purpose will be held by the Department only as long as there is a business need to do so in line with the purpose(s) for which the personal data was collected. The data will be retained for 30 years, after which time it will then be assessed under National Archives Act S.8(4) for transfer or withholding.

Data provision being statutory or contractual obligation

The personal data provided for this purpose is being requested under the requirements of S.I. No. 166/2012 - European Union (Reporting Formalities for Ships) Regulations 2012 as amended by S.I. No. 678/2019 - European Union (Reporting Formalities for Ships) (Amendment) Regulations 2019. If the information requested in this form is not provided, your application will **not** go any further in the process.

Automated decision making

Automated decision making is not part of the processing of the personal data included in Form IMO FAL Form 6 – Passenger List.

Information form a third party

Your personal data in relation to IMO FAL Form 6 – Passenger List is obtained from shipping agents acting on behalf of shipping operators and is submitted to this department using a web based interface in Safe Seas Ireland (SSI) in line with this Department's requirement to ensure vessels are complying with their obligations as previously outlined.

Technical information on data collected

Technical information on the cookies used on our website is available on https://www.gov.ie/en/publication/fdde77-data-protection/

[1] Please see the EU Commission website for further information - https://ec.europa.eu/info/law/lawtopic/data-protection/data-transfers-outside-eu/adequacy-protection-personal-data-non-eucountries_en