An Roinn Iompair
Department of Transport

Data Protection Privacy Notice for Seafarers Information System (SIS)

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 Seafarers Information System (SIS).

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 Seafarers Information System (SIS)

The following data is specific information in relation to the personal data processed for the purposes of Seafarers Information System (SIS).

Specific Purpose:

The Irish Maritime Administration (IMA) developed the Seafarers Information System (SIS) which contains information and certification details on seafarers, fishers and recreational craft users. It is used by staff in Mercantile Marine Office/Marine Survey Office.

Legal Basis:

The legal basis for the collection and processing of the personal data in Seafarers Information System (SIS) is contained in S.I. No. 242/2014 - European Union (Training, Certification and Watchkeeping for Seafarers) Regulations 2014, Merchant Shipping (Medical Examinations) Regulations 2014 and European Union (International Labour Organisation Work in Fishing Convention) (Medical Examination) Regulations 2020 (S.I. No. 266 of 2020).

Recipients:

Recipients of this data are the Marine Survey Office (MSO), General Practitioners (GP), course providers and examiners.

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

The personal information you provide 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. 242/2014 - European Union (Training, Certification and Watchkeeping for Seafarers) Regulations 2014, Merchant Shipping (Medical Examinations) Regulations 2014 and European Union (International Labour Organisation Work in Fishing Convention) (Medical Examination) Regulations 2020 (S.I. No. 266 of 2020). If the information requested 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 Seafarers Information System (SIS).

Information from a third party

Personal data is obtained from the Maritime Colleges and from GPs in line with this Department's requirement to ensure seafarers 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