

Privacy Notice: Call for Views Engagement

Data Controller Name: Department of Justice
Address: Castle Buildings, Stormont Estate, Belfast, BT4 3SG
Email: statistics.research@justice-ni.gov.uk

Data Protection Officer Name: DoJ Data Protection Officer
Email: DataProtectionOfficer@justice-ni.gov.uk

Being transparent and providing accessible information to individuals about how we may use personal data is a key element of the Data Protection Act (DPA) and the UK General Data Protection Regulation (GDPR). The Department of Justice is committed to building trust and confidence in our ability to process your personal information and protect your privacy.

Purpose for processing

We will process personal data provided in response to the Call for Views for informing the development of our policy, guidance, statistical outputs or other regulatory work in the subject area of the request for views. We may publish a summary of the responses and, in some cases, the responses themselves but these will not contain any personal data. We will not publish the names or contact details of respondents but may include the names of organisations responding. If you have indicated that you would be interested in contributing to further departmental work on the subject matter covered by the Call for Views, then we may process your contact details to get in touch with you.

Lawful basis for processing

The lawful basis we are relying on to process your personal data is Article 6(1)(e) of the GDPR, which allows us to process personal data when this is necessary for the performance of our public tasks in our capacity as a Government Department.

OFFICIAL

Respondents are not required, and should not provide, special category personal data (such as information relating to racial or ethnic origin, political opinions, religious beliefs, health, disability, or sexual life or orientation) as part of this Call for Views. The Department does not seek to analyse or draw conclusions about individuals or groups based on special category data. All responses will be analysed thematically at an aggregated level.

Any special category data that is received will be handled with appropriate safeguards, including restricted access. Such data will not be used for decision-making about individuals and will be deleted as soon as it is identified as not required for the stated purposes, or in line with the Department's retention and disposal schedule: [Retention and disposal schedules](#)

How will your information be used and shared?

We process the information internally for the above stated purpose.

Respondents are not required to provide any personal data as part of this Call for Views. Responses should not include personal information, or any information that could identify individuals.

Respondents are being asked to provide their views on the issues raised, and analysis will focus solely on the content and themes of responses rather than on the detail of individuals. Personal data is not required for this purpose and does not form part of the analytical process.

Any personal data or special category data that is inadvertently provided will not be used as part of the substantive analysis of consultation responses, which will be conducted on an anonymised and aggregated basis. Where such data is not required for the stated purposes, it will be securely deleted at the earliest opportunity in line with the Department's data handling and retention policies.

Where do you get my personal data from?

The Department is not actively collecting personal data as part of this Call for Views.

OFFICIAL

Respondents are not required to provide any personal information, and responses should not include personal data or information that could identify individuals.

Any personal data that is received will be incidental to the response rather than part of the intended data collection. Such data will not be used in the substantive analysis of consultation responses, which will be carried out on an anonymised and aggregated basis.

Where personal data or special category data is inadvertently provided and is not required for the stated purposes, it will be securely deleted at the earliest opportunity in line with the Department's data handling and retention policies.

Do you share my personal data with anyone else?

No, we will not share your personal data with other organisations.

Do you transfer my personal data to other countries?

No, we will not share your personal data with other countries.

How long will we keep your information?

Call for Views response information will be retained for up to two years to allow for analysis, validation and reporting, after which it will be securely deleted. Retention and disposal will be carried out in line with the Department's Retention and Disposal Schedule [Retention and disposal schedules](#) 5.1 Statistics and Reporting.

What are your rights? [A guide to individual rights | ICO](#)

- You have the right to obtain confirmation that your data is being processed, and access to your personal data
- You are entitled to have personal data rectified if it is inaccurate or incomplete
- You have a right to have personal data erased and to prevent processing in specific circumstances.
- You have the right to 'block' or suppress processing of personal data, in specific circumstances
- You have the right to data portability, in specific circumstances
- You have the right to object to the processing, in specific circumstances
- You have rights in relation to automated decision making and profiling

How to complain if you are not happy with how we process your personal information

If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, please contact our Departmental Data Protection Officer at:

- Email: DataProtectionOfficer@justice-ni.gov.uk

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Tel: 0303 123 1113

Email: casework@ico.org.uk

<https://ico.org.uk/global/contact-us/> (opens in a new window)