

NAME AND DESCRIPTION OF MEMBER:

SESSION OF THE APPLICABLE HOUSE:

Deputy Cathal Berry

33rd DÁIL

**GENERAL DATA PROTECTION REGULATION AND DATA PROTECTION ACT 2018
PERSONAL INFORMATION ACKNOWLEDGEMENT FORM**

PURPOSES OF FORM

This form has a number of purposes

1. To ensure that, where you give me personal information by way of request or representation, and you wish me to deal with the request or representation in my role as elected representative (for example, by approaching a Department or State agency, or asking a parliamentary question/raising a commencement matter), **you know what will be done with the information.**
2. To help me deal with a matter of the type described in paragraph (1) **where you are making the request or representation on someone else's behalf.**
3. If you are giving me information that legally I may not deal with other than with your consent, **to let you give me that consent.**
4. I know your name and address from the electoral register, which is sent to me by law. Once I have contact details from you such as your email address, or your mobile or telephone number, I can generally keep them to help me contact you for political purposes, such as to advise you of my activities or policy matters. But I can't communicate in some of these ways without your prior consent, and the form **enables me to seek and record that consent.**

PUBLIC INTEREST

The **law protecting personal information allows me to deal with personal information to perform my functions** as an elected representative, by dealing with requests and representations made to me by members of the public. This could, for example, mean approaching a Department or State agency on your behalf, or asking a Minister to answer a parliamentary question/raising a commencement matter in the Seanad so I can give you information. Making representations or asking a parliamentary question/raising a commencement matter means that personal information (about you, or the person on whose behalf you ask me to raise a query) will have to be shared with other people. For example, if I make a representation to a State body or a Department, a limited number of people there will have to consider and deal with the information to give me an answer. If I ask a parliamentary question/raise a commencement matter, the information is transmitted to the relevant Department through civil servants in the parliamentary administration.

If you are making the request or representation on someone else's behalf you will need to **show that the other person has consented** to your making the request or representation on his or her behalf. Or that you have made diligent enquiries in good faith and you are satisfied accordingly that the person is **physically or mentally incapable of giving that consent, or incapable of giving that consent**

because (s)he is too young. You will need to show me that it is appropriate that you act on behalf of such a person.

CONSENT

Because the law allows me to make representations, most of the personal information I deal with in the course of my political duties will be dealt with other than specifically on the basis of consent. This form is not intended to apply to my dealing with personal information, for example, as an employer, or in the context of membership of a political party, if applicable. However, **it may happen from time to time that your consent is the most appropriate, or the only, basis on which I may legitimately deal with your information.** To safeguard your privacy, I need to record your consent. If you are asking me to deal with **special category data** or **criminal offence data**, that consent will normally have to be in writing. **You are allowed withdraw your consent at any time.** This won't affect how I have already dealt with the personal information, but I won't be able to deal with it any more. You can withdraw your consent at least as easily as the way you gave it.

POLITICAL COMMUNICATION

While I may keep your mobile and landline numbers and your email address so long as I am a Member of the Oireachtas (parliament) or if I may imminently resume membership, **I need your consent to use your mobile number or your email address to get in touch with you about my general political activity or policies** (for example, by circular or newsletter, or canvassing at election time). Getting in touch by mobile includes by text. The same restriction applies to the making of automated calls, or if your landline is unlisted, or you have noted an objection to receiving promotional calls. Apart from this, I may contact you on your landline number unless you opt out.

To find out more, please find it at the [following link](#) This will also explain, for example, what is meant by **sensitive personal information.**

REQUEST/REPRESENTATION/PARLIAMENTARY QUESTION/COMMENCEMENT MATTER

I am asking you to make a request/representation/ask a parliamentary question/raise a commencement matter [delete as appropriate] in relation to [please state concisely the topic]

I have read this form and, where practicable, your relevant Privacy Notice and understand it or them. I understand what will happen to any personal information I have supplied to you for this purpose [please tick to confirm] ☐

Request/Representation/Parliamentary Question/Commencement Matter on Someone Else's Behalf

I am asking that the above step is to be taken on behalf of

[please insert name] _____

of [please insert address] _____

Please state your relationship to the person on whose behalf you are asking the step to be taken and the evidence of this you have given me

I am doing this [please tick one or other box as appropriate] (and I have supplied appropriate evidence of this to you):

- with that person's consent ☐
- without that person's consent because of the person's physical or mental incapacity or because (s)he is too young ☐

If I believe that the person cannot consent because of physical or mental incapacity or because (s)he is too young, I have, to your satisfaction, made good faith and diligent enquiries about this that do not infringe the person's rights, especially the protection of his or her personal information [please tick to confirm] ☐

DEALING WITH PERSONAL INFORMATION ON THE BASIS OF CONSENT

I consent to your dealing with the following personal information, here concisely summarized. I believe in good faith that the previous headings do not apply and that my request does not relate to matters like your employing me, or my supplying you with goods or services, or the internal affairs of a political party, where my personal information might be dealt with on a legal basis other than consent

I have read this form. Where practicable, and in any event where this is **special category data** or **criminal offence data**, I have also read your relevant [Privacy Notice](#). I understand it or them. I understand what will happen to any personal information I have supplied to you for this purpose. I understand that I can withdraw my consent at any time, and at least as easily as the way I gave it. I understand that, if I withdrew my consent, the withdrawal would not affect how you had already dealt with the personal information, but you would not be able to deal with it anymore. [Please tick to confirm] ☐

POLITICAL COMMUNICATIONS

Opt in

I consent to receiving communications (such as by circular or newsletter, or canvassing in respect of an election) from you about your political activities and about matters of policy that might reasonably be considered to be of interest to electors generally by [please tick as appropriate and specify the point(s) of contact consented to]

Nature of contact		Please specify contact details
(email	<input type="checkbox"/>	_____
(mobile phone call	<input type="checkbox"/>	_____
(text message to my mobile phone	<input type="checkbox"/>	_____
(automated telephone call	<input type="checkbox"/>	_____
(landline call to landline number which is ex-directory or usually exempt from promotional calls	<input type="checkbox"/>	_____

Opt out

I object to receiving communications (such as by information call, or canvassing in respect of an election) from you about your political activities and about matters of policy that might reasonably be considered to be of interest to electors generally by telephone call to my landline number (where (e) in the **opt-in** section does not apply)

[Please tick to confirm] ☐

YOUR NAME (BLOCK CAPITALS)

YOUR SIGNATURE

DATE