



Privacy Notice

Data Controller Name: Department for the Economy, Minerals & Petroleum
Address: Room 9, Dundonald House, Upper Newtownards Road, Belfast, BT4 3SB
Telephone: 02890 388 462
Email: minerals@economy-ni.gov.uk

Why are you processing my personal information?

We collect information necessary to enable the Department to carry out our obligations in relation to the licencing of Petroleum and Minerals operations and also in relation to payment of royalties in relation to Mineral extraction. These are statutory obligations under the Mineral Development Act 1969 and the Petroleum Production Act 1964.

What categories of personal data are you processing?

We may process Name, address, contact details and financial details.

Where do you get my personal data from?

We obtain personal data directly from the data subject.

Do you share my personal data with anyone else?

Contact information for the company and names of company directors will be published on the Department's website during any public consultation and if a licence is awarded. No other personal data will be shared outside the Department.

Do you transfer my personal data to other countries?

No.

How long do you keep my personal data?

We will only retain your data for as long as necessary to process applications and payments in line with the Department's Retention and Disposal Schedule. Licencing information retained for 10 years and payment information for 5 years, at which stage it will be destroyed.



What rights do I have?

- 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 the right to ['block' or suppress processing](#) of personal data, in specific circumstances
- You have the right to [object to the processing](#), in specific circumstances

How do I complain if I am not happy?

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

Data Protection Officer: Bernard McCaughan

Email: DPO@economy-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/>