



Privacy Notice

Data Controller Name: Department for the Economy
Address: Adelaide House, 39-49 Adelaide Street, Belfast
Telephone: (028) 9052 9219
Email: NI.RHI@economy-ni.gov.uk

Why are you processing my personal information?

The lawful basis for processing your personal information is the exercise of official authority to ensure compliance with ongoing obligations under the Domestic Renewable Heat Incentive Scheme Regulations (Northern Ireland) 2014.

What categories of personal data are you processing?

The categories we will process include personal details, funding and financial details such as name, address, payments received and installation funding information. Personal data in relation to the compliance with the Scheme Regulations and Guidance will also be processed.

Where do you get my personal data from?

You provided this information when applying to the Scheme and you will have corresponded with the Department since then. We will also obtain information from our inspectors during the audit/inspection process. Information will also have been obtained from other Government organisations: Land and Property Services, Northern Ireland Councils, Police Service of Northern Ireland and Northern Ireland Audit Office.

Do you share my personal data with anyone else?

Your personal data is shared with our Finance Branch within the Department, Land and Property Services, all Northern Ireland Councils, Police Service of Northern Ireland and the Northern Ireland Audit Office

Do you transfer my personal data to other countries?

No.

How long do you keep my personal data?

In line with the Department's Retention and Disposal Schedule your data will be retained for the seven years following your cessation on the Domestic Renewable Heat Incentive Scheme and closure of the Scheme, at which point it will be destroyed.



Do you use my personal data to make an automated decision about me or for profiling?

No.

What rights do I have?

Not all rights will be applicable as these are based on the legal justification for processing.

- 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](#), 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](#)

If these rights are applicable and you wish to exercise these please email
DPO@economy-ni.gov.uk

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.

Data Protection Officer Name: Bernard McCaughan
Email: DPO@economy-ni.gov.uk
Telephone number: (028) 9052 9256

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>