

## **Privacy Notice – Media**

### **1. Data Controller**

#### 1.1. The Data Controller is:

Public Prosecution Service, 93 Chichester Street, Belfast BT1 3JR

#### 1.2. The Data Protection Officer for PPS can also be contacted by email ([dpo@ppsni.gov.uk](mailto:dpo@ppsni.gov.uk)), or telephone (028 9089 7100).

### **2. Why are you processing my personal information?**

#### 2.1. We are processing your data to provide you with information about the PPS and its activities.

#### 2.2. We process this data on the basis of your consent. We obtain your consent by asking you to complete a consent form. We store this consent form on our servers. A record of your consent is stored on a database set up to manage consent data.

#### 2.3. You may withdraw your consent at any time by emailing [PPSPressOffice@ppsni.gsi.gov.uk](mailto:PPSPressOffice@ppsni.gsi.gov.uk).

### **3. What categories of personal data are you processing?**

#### 3.1. The data processed may include:

- Name
- Email address
- Telephone/Mobile number
- Employment Address

### **4. Where do you get my personal data from?**

#### 4.1. We store only the information provided by you.

### **5. Do you share my personal data with anyone else?**

#### 5.1. We do not share this information with anyone else outside PPS.

### **6. Do you transfer my personal data to other countries?**

#### 6.1. Your data is stored on PPS servers which are located in the UK. We do not transfer this data to other countries.

## **7. How long do you keep my personal data?**

- 7.1. We retain your data for as long as you provide consent. We will renew this consent at least every three years.
- 7.2. Once you withdraw your consent, your data is removed from our servers.

## **8. What rights do I have?**

### 8.1. Your rights are as follows:

- 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](#)

## **9. How do I complain if I am not happy?**

- 9.1. If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, please contact the PPS Data Protection Officer at:
- 9.2. 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](mailto:casework@ico.org.uk)  
<https://ico.org.uk/global/contact-us/>