



Privacy Notice

Data Controller Name: Department for the Economy (DfE)
Address: Adelaide House, Adelaide Street, Belfast.
Email: sectorinitiatives@economy-ni.gov.uk

Why are you processing my personal information?

The purpose of processing your personal data in the form of business related contact details is to compile an NI Social Enterprise database for use across Government Departments. This will be used as evidence to demonstrate the size/scale and value of the sector for NICS procurement opportunities, analysis purposes, development of policies/strategies, further research, consultations, events, stakeholder meetings, surveys, etc. The database will be co-designed along with Social Enterprise NI (SENI), who are the representative body for the NI Social Enterprise sector but will be owned by DfE. Depending on the status of your business (e.g. sole trader) other information you provide may be personal data. You should also only provide the contact details you wish to have included/published and if you are providing details on behalf of another individual, please ensure you have their permission to do so.

The lawful basis for processing is that of legitimate interests in accordance with Section 8 of the Data Protection Act 2018 and Article 6(1)(f) of UK GDPR.

What categories of personal data are you processing?

Business contact details, this consists of name of main business contact/address details for the purpose of your business.

Where do you get my personal data from?

- The personal data will be provided by you through an online form.
- Personal data may be captured from various other sources where the purpose of collection is compatible. Example, may be:
 - The Department for Communities
 - The Community Interest Companies Regulator
 - Companies registry
 - Local Councils
 - Co-Operatives
 - The Northern Ireland Council for Voluntary Action



Do you share my personal data with anyone else?

The data you provide will be collected by SENI on behalf of DfE. The Department / SENI may share your data with other NI Departments, Local Councils, Ministers, MLAs, Social Economy stakeholders / practitioners, UK Government, other Devolved Administrations. We may also publicise the database on the DfE, SENI and NI Business 'info' websites.

Do you transfer my personal data to other countries?

Your data will not be transferred outside of the UK.

How long do you keep my personal data?

We will only retain your data for as long as necessary to demonstrate the value of the sector to the local economy, in line with the Department's Retention and Disposal Schedule. Contact details has to be up-to-date to be relevant and where this is not the case it will be removed. It would be helpful if you advise us where you name has been included but should subsequently be removed and replaced.

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 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 [object to the processing](#), in specific circumstances
- You have rights in relation to [automated decision making and profiling](#)

How do I complain if I am not happy?

If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, please contact the Department's Data Protection Officer at 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) at <https://ico.org.uk/global/contact-us/>