



AFBI Privacy Notice

Northern Ireland - EAA Soil Sampling and Analysis Scheme 2017-18

Data Controller Name: AFBI Address: 18a Newforge Lane, Belfast Telephone: 028 9025 5636 Email: info@afbini.gov.uk	Data Protection Officer Name: Glenn Montgomery Telephone: 028 9025 5494 Email: foi.officer@afbini.gov.uk
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Why are you processing my personal information?

Your personal information has been collected and used by us (AFBI) to administer the EU-funded Northern Ireland (NI) Soil Sampling Project (2017-18) which was set up to measure the phosphorus and nitrogen content of fields across the province. The data will be used for scientific research purposes to identify strategies for enhancing the economic and environmental sustainability of grass-based agriculture in NI. You will not be directly identified by any of the results that we publish.

We have only collected and used your personal information with your clear and informed consent. We have provided you with a consent form which clearly detailed the information required from you. We will keep this signed consent form securely within our systems in both a paper and scanned electronic format for audit purposes.

Where do you get my personal data from?

We have obtained your personal data directly from you on a written consent and data collection form.

What categories of personal data are you processing?

The data we hold includes personal details (name, address, telephone number, and email address, date of birth, gender, business ID, field ID, field location and crop codes).

Do you share my personal data with anyone else?

Due to the large volume of work which was completed in a short timeframe, we sub-contracted some of the soil sampling and analysis work to external commercial companies. Your name, address, business ID, field ID as well as crop codes were shared with these companies who have IT systems in place to insure that this information will be held securely and used only for the purposes of this study and will be destroyed once the project is completed. Name and address information was also shared with CAFRE to allow invitations to training events to be sent to applicants. While overall average soil data will be shared with DAERA, data for individual farms or fields will not be shared with any third party and will be held by AFBI in an anonymised format.

Do you transfer my personal data to other countries?

We will not transfer your personal data to any other country.

How long do you keep my personal data?

We will retain your personal data for 3 years following the end of the project for audit purposes and then will securely destroy it. We will hold the scientific data indefinitely in an anonymised form for long-term research purposes.

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 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](#)

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 AFBI's Data Protection Officer at:

AFBI HQ, 18a Newforge Lane, Belfast, BT9 5PX; foi.officer@afbini.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/>