

Data privacy notice – Citizenship Division

1. The data you provide in the application forms for Citizenship Division is collected by the Immigration Service Delivery (ISD) formerly known as Irish Naturalisation and Immigration (INIS), a part of the Department of Justice and Equality. The data controller for the information you provide is the Department of Justice and Equality. The data controller's contact details are: Citizenship Division, Immigration Service Delivery, the Department of Justice and Equality, 13-14 Burgh Quay, Dublin 2, D02 XK70.
2. You can contact the Data Protection Officer for the Department of Justice and Equality by writing to: The Data Protection Officer, the Department of Justice and Equality, 51 St. Stephen's Green, Dublin 2, D02 HK52. Or by email to dataprotectioncompliance@justice.ie
3. We will use the personal data you provide in these forms for the following purposes:
 1. Assessing your eligibility for an application
 2. Verifying your identity
 3. We may also use the personal data you provide in the forms and in associated correspondence as part of any future considerations regarding your immigration or citizenship status.
4. We collect and process this data in order to comply with our legal obligations or to perform tasks in the public interest. The specific basis for collecting and processing this data is as follows:
 1. To fulfil the function of the Minister for Justice and Equality as designated in the Ministers and Secretaries Act 1924 (as amended).
 2. To grant a certificate of naturalisation (Part III) to applicants that satisfy the statutory conditions as set out in Section 15 of the Irish Nationality and Citizenship Act 1956, as amended.
 3. We are obliged to collect and process this data in order to perform a task which fulfils an important public interest. The public interest includes ensuring the effective and efficient operation of the immigration services of Ireland.
 4. To protect the integrity of the immigration process and to ensure that the statutory provisions of the Irish Nationality and Citizenship Act 1956, as amended are complied with.
5. The personal data provided here will be stored securely in ISD's databases and the Garda National Immigration Bureau's databases, hard copy files will be stored in

various secure locations. It may be shared, if necessary, with the following third parties:

1. The Department of Foreign Affairs
 2. An Garda Síochana/UK Border Agency
 3. Department of Social Protection
 4. Department of Children and Youth Affairs
 5. Health Services TUSLA
 6. Other government departments and agencies
6. This data may be retained until ISD can be sure that you will have no further contact with the immigration services. This is an indeterminate period as your immigration history in the State may span a full lifetime. Thereafter the data will be transferred to the Director of National Archives for appraisal under the National Archives Act 1986.
7. The personal data you provide in the forms is necessary for us to determine if you meet the criteria for the scheme. If you do not provide this data, your application for this scheme cannot be processed.
8. You have the right to request access to, and a copy of, your personal data that we process. You can do this by filling in a Subject Access Request form, available at http://www.justice.ie/en/JELR/Pages/Data_Protection or from any Department of Justice and Equality Public Office, and forwarding it to subjectaccessrequests@justice.ie or by post to the Department of Justice and Equality Data Protection Officer at the address above in Section 2 of this notice. You may be required to verify your identity before we send the information to you.
9. You have the right to request us to rectify any errors in your data or to erase your data, as well as to seek a restriction of the processing of your data or to object to the processing of your data in certain circumstances. To do this you should write to Citizenship Division, Irish Naturalisation and Immigration Service, the Department of Justice and Equality, 13-14 Burgh Quay, Dublin 2, D02 XK70 explaining what errors need to be rectified or erased or your reasons for seeking the restriction of, or objecting to, the processing.
- Further details in relation to your data protection rights can be found in the Department of Justice and Equality Data Protection Policy available at http://www.justice.ie/en/JELR/Pages/Data_Protection
10. You have a right to lodge a complaint with the Data Protection Commission if you believe your personal data is being processed by us unlawfully. Information about how to make a complaint can be found on www.dataprotection.ie.