**Rights**

- You have the right to...
  - Expect fair treatment from organisations and individuals in the way they obtain, keep, use, and share your information.
  - Object to an organisation using your details for particular purposes e.g. direct marketing, passing your details onto third parties.
  - Request that inaccurate information about you be corrected.
  - Request that any information about you be deleted, if the organisation has no valid reason to hold it.
  - Complain to the Data Protection Commissioner if you feel your data protection rights are being infringed.
  - Request to see a copy of all information about you kept by an organisation.

**Responsibilities**

- A Data Controller must...
  - Obtain and process your personal information fairly.
  - Keep your personal data for one or more specified, explicit, and lawful purposes and use and disclose your personal data only in ways compatible with these purposes.
  - Keep your personal information accurate, complete, and up-to-date.
  - Keep your personal information safe and secure and ensure it is not kept for any longer than is necessary.
  - Ensure personal data held about you is adequate, relevant, and not excessive.
  - Give you a copy of your personal data on request unless exceptional circumstances apply.

[www.dataprotection.ie](http://www.dataprotection.ie)