

APPLICATION FORM

To provide your information please enter your details in the consultation stakeholder form below. We specifically request that if you have an e-mail address that you input it. Coillte are committed to environmentally forms of communication.

SECTION A: APPLICANTS DETAILS			
1.	Name Applicant:		
	Organisation:		
	Address:		
	Tel. No: (Daytime)		Tel. No: (Other)
	Mobile No:		Email:
2.	Please identify your primary Stakeholder interest type <i>(Please tick appropriate box):</i>		
	Caretaker Deer Shoot Issue Register Education College Professional Bodies Customer Individual Local Authority Union Recreational/Sporting Body	☐ Bird Shoot ☐ FMP Consultation ☐ Education School ☐ NGO Environmental ☐ NGO Community/Social ☐ Contractor ☐ Social & Environmental Members ☐ Library ☐ Government or State Agency Financial ☐ Other	
3.	Signature of Applicant: _____ Date: _____ Applicant Name: _____		

Coillte Transparency Notice

Introduction

Coillte is committed to protecting your privacy and as data controller we take responsibility regarding the security of your information very seriously. All personal data related to Coillte Stakeholder engagement is collected and processed in accordance with Irish and EU data protection laws.

What personal data do we collect?

We may collect personal data from you when you provide your information through the consultation stakeholder form sent by email to: info@coillte.ie

Specifically, we may collect the following categories of information:

- Name
- Organisation
- Address
- Telephone number
- Mobile number
- Email address
- Stakeholder interest type

How do we use your personal data?

Coillte will only process information that is necessary for the purpose for which it has been collected.

We use the personal data we gather for the following purpose:

Purpose	Description	Lawful Basis for Processing
Stakeholder Consultation	We process and store your personal data based on our consultation commitment, to keep stakeholders abreast of developments within Coillte and to maintain a register so we may contact you. Developments may include but are not limited to; details of structural changes, operational policies, and consultation opportunities.	Processing is necessary for the performance of a task carried out in the public interest

How do we collect your personal data?

We collect your personal data directly from you when you provide your information in the consultation stakeholder form via email to info@coillte.ie

How do we share your personal data?

We may, where applicable and if relevant, disclose your information to the external auditors of the forest management standards to which Coillte subscribe who independently verify our consultation processes. Any third-party who handles your information is subject to compliance with applicable data protection legislation and protect your information just as we do. We only disclose personal information that is necessary for them to provide the service that they are undertaking on our behalf.

How long do we keep your personal data for?

The personal data supplied above will be retained until you wish to remove yourself from the stakeholder list, after which it will be retained for 12 months.

Security of your personal data

Coillte has taken the appropriate technical and organisational security measures to protect your personal data from loss, abuse and unauthorised access. Access to the personal data has only been granted only to the individuals at Coillte that need to process the personal data in accordance with the purposes that have been stated above.

Data Breaches and how to make a notification

We take appropriate technical and organisational steps to safeguard your personal data and will notify the Data Protection Commission of data breaches where a risk is identified, not later than 72 hours from awareness.

What are your rights?

Unless any restrictions apply, you have the following rights:

- a) Right of confirmation
You have the right to obtain from Coillte the confirmation as to whether or not personal data which concerns you is being processed.
- b) Right of access
You have the right to obtain from Coillte information about your personal data processes at any time and a copy of such information.
- c) Right to rectification
You have the right to obtain from Coillte the rectification of inaccurate personal data held on you.
- d) Right to erasure (Right to be forgotten)
You have the right to request from Coillte the erasure of personal data held on you.
- e) Right of restriction of processing
You have the right to request from Coillte restriction of processing of personal data held on you. The accuracy of the personal data is contested by the stakeholder, for a period enabling the controller to verify the accuracy of the personal data.
- f) Right to data portability
You have the right to receive the personal data held on you, which was provided to Coillte, in a structured, commonly used and machine-readable format.
- g) Right to object
You have the right to object, on grounds relating to your particular situation, at any time, to processing of personal data held on you.

You may execute any of these rights by contacting us via the channels below:

Information about Coillte

Name and Address of the controller

The data controller (as defined in Data Protection Legislation) for the Service is Coillte Cuideachta Ghníomhaíochta Ainmnithe.

Contact the Data Protection Officer

You may, at any time, contact our Data Protection Officer directly with all questions and suggestions concerning data protection. All enquiries on data protection matters should be directed by email dpo@coillte.ie or at: Data Protection Officer, Coillte, Dublin Road, Newtownmountkennedy, Co. Wicklow, A63 DN25

The Coillte Privacy Policy can be found here: <https://www.coillte.ie/privacy-policy/>