

Accident Reporting and Investigation
(incl. associated Witness Statements)

We are collecting information from you for the purposes of accident reporting and investigation to allow for the management of health and safety risks relating to employees and members of the public. This is in accordance with 6(1)(c) of the General Data Protection Regulations where the processing is necessary for compliance with a legal obligation. Information collected may be shared with other sections within the council, insurance companies, and regulatory bodies as required in order to meet our legal obligations. Information will/will not be transferred to countries outside the EEA. All information collected and processed may be subject to audit. The Council may also process the information for research purposes carried out in the public interest. All information will be held in accordance with the Council's retention and disposal schedule (see <http://www.antrimandnewtownabbey.gov.uk/Council>) and will be disposed of securely when no longer required. You have a number of rights with regard to data we hold on you – for further information see the Information Commissioner's website <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If at any point you believe the information we process on you is incorrect you can request to see this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter:

Data Protection Officer
Antrim Civic Centre, 50 Stiles Way, Antrim, BT41 2UB
T: 028 94 463113
E: DPO@antrimandnewtownabbey.gov.uk

If you are not satisfied with our response, or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO).

¹Eg processing your grant application, dealing with your complaint, processing your request for an assisted lift, providing you with assistance with business development, processing your planning application

² Eg PSNI, Housing Executive, Government Departments