

# Overview of Data Protection Policy in the Valuation Office

The Valuation Office (VO) has a number of policies in place to safeguard the personal data of its customers. The VO is cognisant of the requirements of the Data Protection Acts and the General Data Protection Regulation (GDPR).

The VO is committed to the highest standards of protection of the personal data of our direct customers and wider stakeholder base. The direct customers of the VO are, in the main, parties who lodge applications, request services from the VO or provide information in response to requests from the VO. Such direct customers include ratepayers, local authorities, professional agents (such as surveyors, estate agents and solicitors) acting on behalf of clients, as well as personal applicants who lodge applications on their own behalf.

The wider base of stakeholders includes members of the general public, public representatives and other Government Departments and State organisations. These customers, in general, may be seeking information, clarification or requesting copies of relevant documents.

## 1. **Right of Access**

Under Data Protection Legislation you have a right to a copy of your personal data.

## 2. **Rights of Rectification and Erasure of Your Data**

Under Data Protection Legislation you have the right to apply to have your personal data corrected if inaccurate, or erased if we do not have a legitimate reason for retaining it.

## 3. **Right to Portability**

Under Data Protection Legislation you have a right to obtain your data from us and have it transferred to another organisation.

## 4. **Right of Restriction of Processing**

Under Data Protection Legislation you have a right to object to the processing of your data by us in certain circumstances.

## 5. **A request in relation to 1-4 above should be made in writing to:**

Cillian Byrnes  
Data Protection Officer  
Valuation Office  
Block 2, Irish Life Centre,  
Lower Abbey Street,  
Dublin 1  
D01 E9X0

Alternatively you can e-mail your query to [cillian.byrnes@valoff.ie](mailto:cillian.byrnes@valoff.ie). In all cases sufficient proof of identity must be enclosed with your application (e.g. photocopy of passport or driving licence and address) as well as information to enable us to locate any relevant personal data. Please note that your request will be dealt within one month of receipt.

## 6. Collection and Use of Personal Information

The VO collects personal information through the exercise of its functions under legislation, principally the Valuation Acts 2001-2015. The information is used for such purposes.

The VO through the use of on-line services may only collect information with the expressed consent of the user. For more information on this, please see our online privacy policy.

## 7. Data Sharing

Section 71 of the Valuation Act 2001, as amended, provides for data sharing as follows:

*A relevant person shall, upon a request from the Commissioner of Valuation, provide the Commissioner with such information in the possession or control of the relevant person as the Commissioner may reasonably require for the purpose of enabling the Commissioner to perform his or her functions under this Act.*

*The Commissioner shall provide a rating authority with such information in the possession or control of the Commissioner, pursuant to this Act, as that rating authority may reasonably require for the purpose of enabling it to perform its functions by or under any enactment.*

*Relevant person means any of the following:*

- (a) A rating authority;*
- (b) The Commissioner of Public Works in Ireland;*
- (c) The Registrar of Companies;*
- (d) The Property Registration Authority;*
- (e) The Property Services Regulatory Authority;*
- (f) The Revenue Commissioners;*
- (g) Any other person for the time being prescribed.*