



External Candidate Data Protection Statement

Legal basis for processing data

Tailte Éireann will carry out all procedures necessary to undertake the recruitment, assessment and selection of suitable candidates for appointment to Tailte Éireann. These are in accordance with the Public Services Management (Recruitment and Appointments) Act 2004 and Article 6(1)(f) of the General Data Protection (GDPR).

Purposes of processing and categories of data

Your personal data will be used for all stages of the recruitment process. The information contained on the form will be used:

- to assess eligibility for a specific competition
- to assess suitability for the role
- to ensure that a third party does not impersonate a candidate
- to determine whether the candidate meets the set shortlisting criteria (if applicable)
- to aid the selection board in the assessment or interview situation (should the candidate be called to this stage).

Special categories of personal data

Certain special categories of personal data may be processed in the recruitment process. This is to allow us to fulfil our statutory obligations under the Employment Equality Acts 1998-2015 and the Disability Act 2005.

Disclosure of your personal data

We will share your personal data with third parties in the following circumstances:

- where we are obliged to do so to comply with a legal or regulatory obligation
- where the personal data on your application form is being reviewed by selection board members as part of the recruitment process

Retention period

Details of unsuccessful candidates will be held for 12 months from the establishment of the applicable panel. The details of successful candidates panelled follow competition, not assigned, will be held for the duration of the panel or two years (whichever is longest). Details of candidates who have been assigned will be held as per the retention periods based on employment. Records will be managed in accordance with the terms of the National Archives Act 1986 and CPSA Code of Practice

Rights

Further information on your rights and contact details for the DPO can be found on our Privacy Notice <https://www.tailte.ie/privacy-notice/>