

# Longford Local Enterprise Office Privacy Notice



At Longford County Council Local Enterprise Office, we understand that the privacy and security of your personal information (data) are important to you. This privacy notice outlines how we process your personal data in line with data protection laws.

Please read this notice along with Longford County Council's main **Privacy Policy**.



Scan to view  
**Main Privacy Policy**

## Need Help? How to scan a QR code

1



Open your camera app

2



Frame the QR code

3



Click the pop-up

# Longford Local Enterprise Office Privacy Notice



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## Why does Longford Local Enterprise Office process personal data?

We process your personal data (information) to provide advice, information and support to you if you are starting up or growing your business.

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## What personal data does Longford Local Enterprise Office process?

The following is a list of personal data that we process:

- Name
- Address
- Date of birth
- Tax registration number
- Personal Public Services Number (PPSN)
- Email address
- Financial details
- Educational and training records
- Employment details
- Phone number
- Images from photographs taken at events or from security CCTV in Council buildings.



## What does the law say about how we process your personal data?

Here are the three situations where the law says we can use your personal data:

Situation	Example
You give us your consent to use your information	When you wish to be part of an email list
To allow us to carry out a task in the public interest and or in our official duty as a local authority as allowed under Local Government legislation	Processing business grants under section 67 of the Local Government Act 2001
In order to enter into a contract	When paying for supplies or services

## Who will we share your personal data with?

We may share your personal data with the following, but only when necessary:

- Enterprise Ireland
- Evaluations and Approvals committee members
- Judging panel
- Mentors
- Micro Finance Ireland
- Student Enterprise Programme
- Training course provider



If you need more details on how we handle data in the Longford Local Enterprise Office, please:

Contact options	Contact details
Phone	☎ 043 334 4207
Email	✉ <a href="mailto:dpo@longfordcoco.ie">dpo@longfordcoco.ie</a>