



# RENEWABLE HEAT INCENTIVE INQUIRY

## PRIVACY NOTICE

**Data Controller Name:** Renewable Heat Incentive (RHI) Inquiry  
**Address:** 1<sup>st</sup> Floor, Waterfront Plaza, 8 Laganbank Road, Belfast, BT1 3LY  
**Telephone:** 028 90 408833  
**Email:** [general@rhiinquiry.org](mailto:general@rhiinquiry.org)

**Data Protection Officer Name:** Eileen Casey  
**Telephone:** 02890 408959  
**Email:** [eileen.casey@rhiinquiry.org](mailto:eileen.casey@rhiinquiry.org)

### Why are you processing my personal information?

Under the powers conferred on it by section 21 of the Inquiries Act 2005, and in accordance with the Terms of Reference of the Inquiry into the Non-Domestic Renewable Heat Incentive (RHI) Scheme announced by Máirtín Ó Muilleoir on 24 January 2017, the Inquiry has the power to require the production of evidence, including personal information, that relates to matters being investigated by the Inquiry.

The processing of your personal information is necessary for the performance of a task carried out in the public interest as provided for under the Data Protection Act 2018 and Regulation (EU) 2016/679 of the European Parliament.

The Inquiry is registered with the Information Commissioner's Office.

### What categories of personal data are you processing?

Evidence provided to the Inquiry may contain personal data such as names, addresses, telephone numbers, or other personal identifiers.

### Where do you get my personal data from?

The Inquiry has served over 600 notices under section 21 of the Inquiries Act 2005, requiring the production of documents and witness statements. These have been served on almost 300 persons and organisations. Many of these statements contain some personal data.

### **Do you share my personal data with anyone else?**

The Inquiry shares relevant information with other participants in the Inquiry as necessary. This sharing of data is governed by the Inquiry's Procedural Protocol and the Redaction, Anonymity and Restriction Orders Protocol. These protocols are in accordance with the powers conferred by Section 17 of the Inquiries Act 2005. All of these documents can be viewed on the Inquiry's website at [www.rhiinquiry.org](http://www.rhiinquiry.org). Further information on many of these topics may also be found in the [Frequently Asked Questions](#) section of the website.

Redactions are applied to personal details appearing in documents or transcriptions of the oral hearings as appropriate. This is done in accordance with Inquiry Restriction Orders.

### **Do you transfer my personal data to other countries?**

No, only within the United Kingdom.

### **How long do you keep my personal data?**

Once the Inquiry has issued its Report the Chairman will determine what should constitute the Inquiry Record, which will be placed in the Public Records Office of Northern Ireland. All other material will be destroyed.

### **How do I make a complaint?**

If you have a query or complaint you should contact the RHI Inquiry's main office on telephone number 028 90408833 or you can send an email to the RHI Inquiry's office mailbox: [general@rhiinquiry.org](mailto:general@rhiinquiry.org)

A complaint should be marked for the attention of the Inquiry Secretary.

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113

Email: [casework@ico.org.uk](mailto:casework@ico.org.uk)

<https://ico.org.uk/global/contact-us/>