

**TRANSPORT INFRASTRUCTURE IRELAND**  
**ASSET AND FAULT MANAGEMENT SYSTEM**  
**DATA PROTECTION NOTICE**

**Introduction**

**About TII**

Transport Infrastructure Ireland (“TII”) is the operational name of the National Roads Authority following the dissolution of the Railway Procurement Agency and the transfer of its functions to the National Roads Authority in accordance with the Roads Act 2015. TII’s main address is Parkgate Business Centre, Parkgate Street, Dublin 8, D08 DK10, Ireland

**About the Asset Fault Management System**

The Asset and Fault Management System (“AFMS”) is a software solution which is designed to support TII’s programmes, such as the national signage and delineation programme and the Intelligent Transport System (ITS) programmes.

The AFMS holds TII asset data and is used by TII and its relevant agents and service providers as part of the programmes. The AFMS is designed to provide certain information and services to its users, including but not limited to:

- real time ITS and Fixed Sign asset information;
- real time ITS and Fixed Sign fault information;
- real time dashboard services to ITS and fixed sign users;
- comprehensive reporting targeted at specific user types; and
- comprehensive audit trails of all actions performed or to be performed against the various assets including fault/inspection/task order history.

**Purpose of this Data Protection Notice**

The purpose of this data protection notice is, amongst other things, to inform individuals accessing and using the AFMS of the personal data which may be collected about them and the uses and disclosures which may be made of such data.

TII fully respects your right to privacy. Any personal data which you provide to TII or which is collected via the AFMS will be treated strictly in accordance with applicable data protection laws including the General Data Protection Regulation and the Data Protection Act 2018.

**Collection and use of personal information**

TII may collect and process some or all of the following categories of personal data in relation to you on behalf of TII:

**Identity Data** – In order to access and receive log in details which entitles you to access the AFMS, you will be required to provide TII (including via its contractors or your employer) your name, company name, business email address, company address, and job function;

**Communications Data** – You may choose to provide us with personal data (e.g. name, job function, name of employer, business email address, etc. in connection with communications via the AFMS.

**Audit Trail Data** – The AFMS maintains an audit trail. This audit trail records which user of the AFMS is responsible for which specific actions and whether such specific actions have been undertaken.

### Legal Bases

The personal data described above is processed by us and by third party service providers acting on our behalf. The legal basis on which we collect, process and transfer your personal data for these purposes is that such processing is necessary to carry out TII’s tasks in the public interest and/or in the exercise of official authority vested in TII (“**Public Interest/Official Authority**”).

### Purpose of Processing and Legal Basis

TII processes personal data for the following purposes:

Purpose	Categories of personal data	Legal basis
To administer your access to and use of the AFMS	Identity Data	Public Interest/Official Authority pursuant to the Roads Act 1993 (as amended)
To respond to queries which you may raise	Identity Data Communications Data	Public Interest/ Official Authority, pursuant to Section 17 of the Roads Act 1993 (as amended) – <i>i.e. to secure the provision of a safe and efficient network of national roads</i>
To determine who is responsible for specific maintenance and remediation actions and the status of such actions (including whether completed or not).	Identity Trail Data Audit Trail	Public Interest/ Official Authority, pursuant to Section 17 of the Roads Act 1993 (as amended) – <i>i.e. to secure the provision of a safe and efficient network of national roads</i>

### Disclosure of Personal Data/Recipients

We may disclose your personal data to other organisations in connection with the above purposes, in the following circumstances:

- We may share personal data with service providers and sub-contractors who assist us with the operation of aspects of our services and functions, such as outsourced service providers, IT services providers, professional advisers and auditors. This includes (i) Nicander as the service provider which provides IT support services in respect of the AFMS and (ii) Egis Road

and Tunnel Operation Limited (ERTO) which maintains the server on which the AFMS is hosted.

- Where we are under a duty to disclose or share personal data in order to comply with any legal obligation, or to protect the rights, property or safety of TII, our customers, or others.
- Where we are otherwise permitted by law.

### **Necessity of Provision of Certain Information and Consequences**

You are under no legal obligation to provide TII with any personal data. However, if you do not provide us with the information requested when you seek to access the AFMS, then you will not be able to register and receive login details. In such circumstances, you will not be able to access the AFMS.

### **Transfers Abroad**

In connection with the above, we transfer your personal data outside the European Economic Area to a service provider (Nicander) in the United Kingdom, which is a jurisdiction that is recognised by the European Commission as providing an equivalent level of protection for personal data as is provided for in the European Union.

We do not transfer your personal data to any jurisdiction outside of the European Economic Area which is not recognised by the European Commission as providing for an equivalent level of protection for personal data as is provided for in the European Union.

### **Security**

For security purposes and to ensure that the AFMS remains available to all authorised users, our computer systems employ software programs in order to identify unauthorised attempts to upload or change information or otherwise cause damage. Unauthorised attempts to upload information or change information on the AFMS are strictly prohibited and may be punishable by law.

Your personal data which you provide to us will be held on secure servers. The nature of the internet and IT systems is such that we cannot guarantee the security of any information you transmit to us. However, we take all reasonable steps (including appropriate technical and organisational security measures) to protect your personal data.

### **Your Rights**

You have the following rights, in certain circumstances, in relation to your personal data:

- **the right to access your personal data** - You have the right to request a copy of the personal data that we hold about you, together with other information about our processing of that personal data;
- **the right to request the rectification of your personal data** - You have the right to request that any inaccurate data that is held about you is corrected, or if we have incomplete information you may request that we update the information such that it is complete;

- **the right to request erasure of your personal data** - You have the right to request us to delete personal data that we hold about you. This is sometimes referred to as the right to be forgotten;
- **the right to restrict the use of your personal data** - You have the right to request that we no longer process your personal data for particular purposes;
- **the right to object to the processing of your personal data** – You have the right to object to our processing of your personal data for particular purposes; and
- **the right to data portability** – You have the right to receive your personal data, which you have provided to us, in a structured, commonly used and machine-readable format or to require us to transmit that data to another data controller.

Please note that these rights are not absolute and are subject to certain restrictions and exemptions. For example, the right to erasure of personal data will not apply where we have a legitimate reason to continue to hold such data and we may continue to process your personal data, despite an objection by you, where we have compelling legitimate grounds for the processing which override your interests, rights and freedoms.

In order to exercise any of the rights set out above, please contact us using the contact details set out below.

### **Retention**

We will only retain your personal data for as long as necessary to fulfil the purposes for which we collect it, including for the purposes of satisfying any legal, accounting, or reporting requirements.

Our retention periods differ depending on the type of categories of personal data held. To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

Further specific information on our retention practices in relation to the processing activities discussed above is available from our Data Protection Officer, using the contact details indicated below.

### **Changes to this Data Protection Notice**

From time to time we may decide to change this data protection notice, but any changes will be notified to you, including by being posted on this page, to keep you up to date on how we collect, use and disclose information.

If at any time we decide to use personal data in a manner significantly different from that stated in this data protection notice, or otherwise disclosed to you at the time it was collected, we will notify you, and you will have the choice as to whether or not we use your information in the new manner.

### **Questions and Complaints**

If you have any questions or complaints about our use of your personal data, please contact our Data Protection Officer using the following contact details:

- by post: Data Protection Officer, Transport Infrastructure Ireland, Parkgate Business Centre, Parkgate Street, Dublin 8, D08 DK10
- by phone: +353 1 646 3600
- by email: [dataprotection@tii.ie](mailto:dataprotection@tii.ie)

Further information about data protection can be found on the Data Protection Commission's website: [www.dataprotection.ie](http://www.dataprotection.ie).

You also have the right to lodge a complaint with the Data Protection Commission if you are not happy with the way we have used your information or addressed your rights. Details of how to lodge a complaint can be found on the Data Protection Commission's website.

Date: 7 September 2023