

# TEAGASC PERSONAL DATA FLOWS

This document describes the personal data flows managed by Teagasc. It describes the personal data inputs managed by Teagasc and shows how that data is processed and where the output goes.

Inputs, Processing and Outputs are all denoted using boxes. Boxes or text in red indicate a third party involvement. The description of the item typically indicates the name or the type of third party involved.

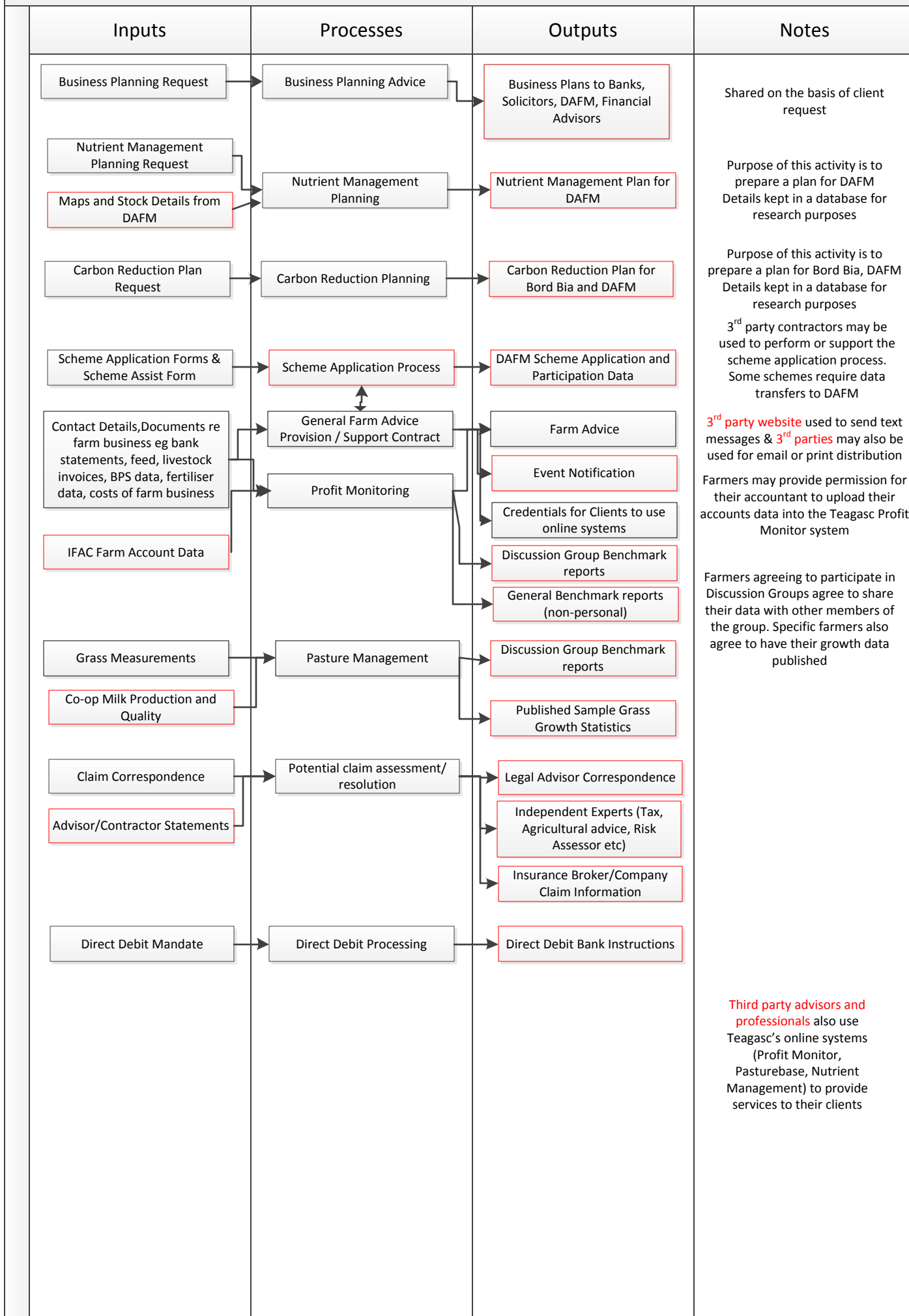
The document is broken into sections, with sections either representing categories of people that Teagasc deal with, or functional areas within the organisation.

Last Updated 17/08/2018

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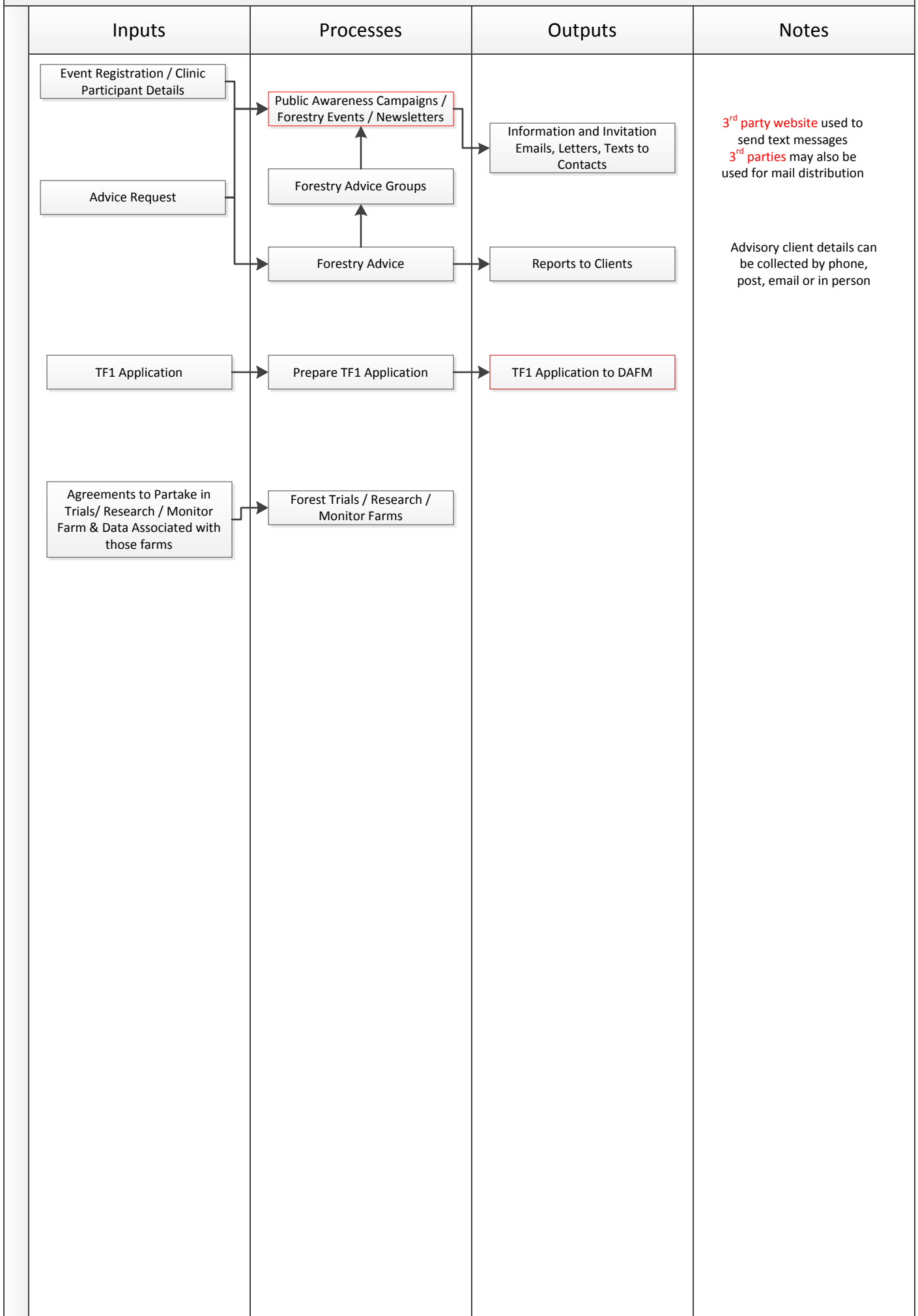
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# Advisory Personal Data Processing

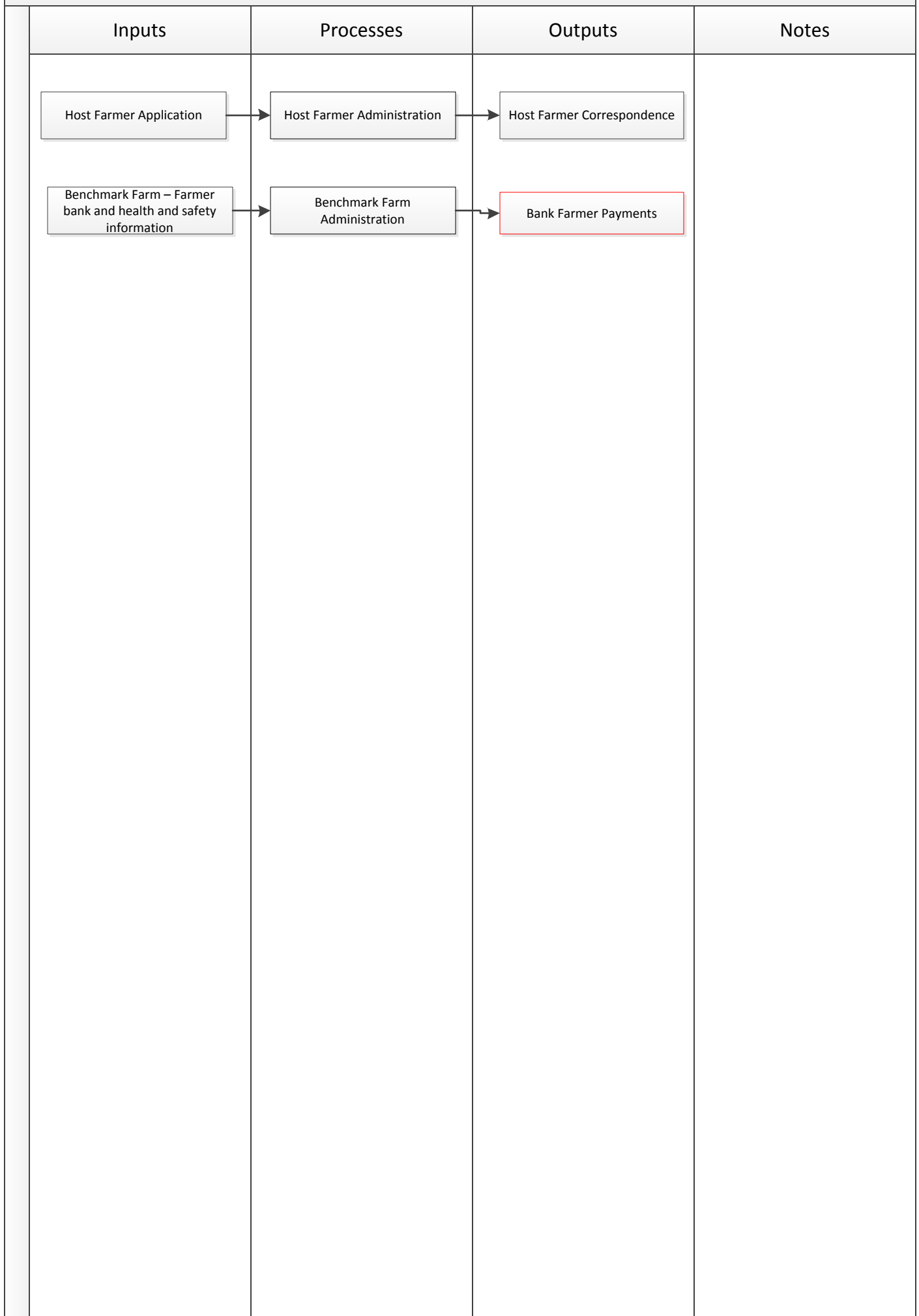


\*Billing and Payments are described under Financial

# Forestry Research and Advice Personal Data Processing

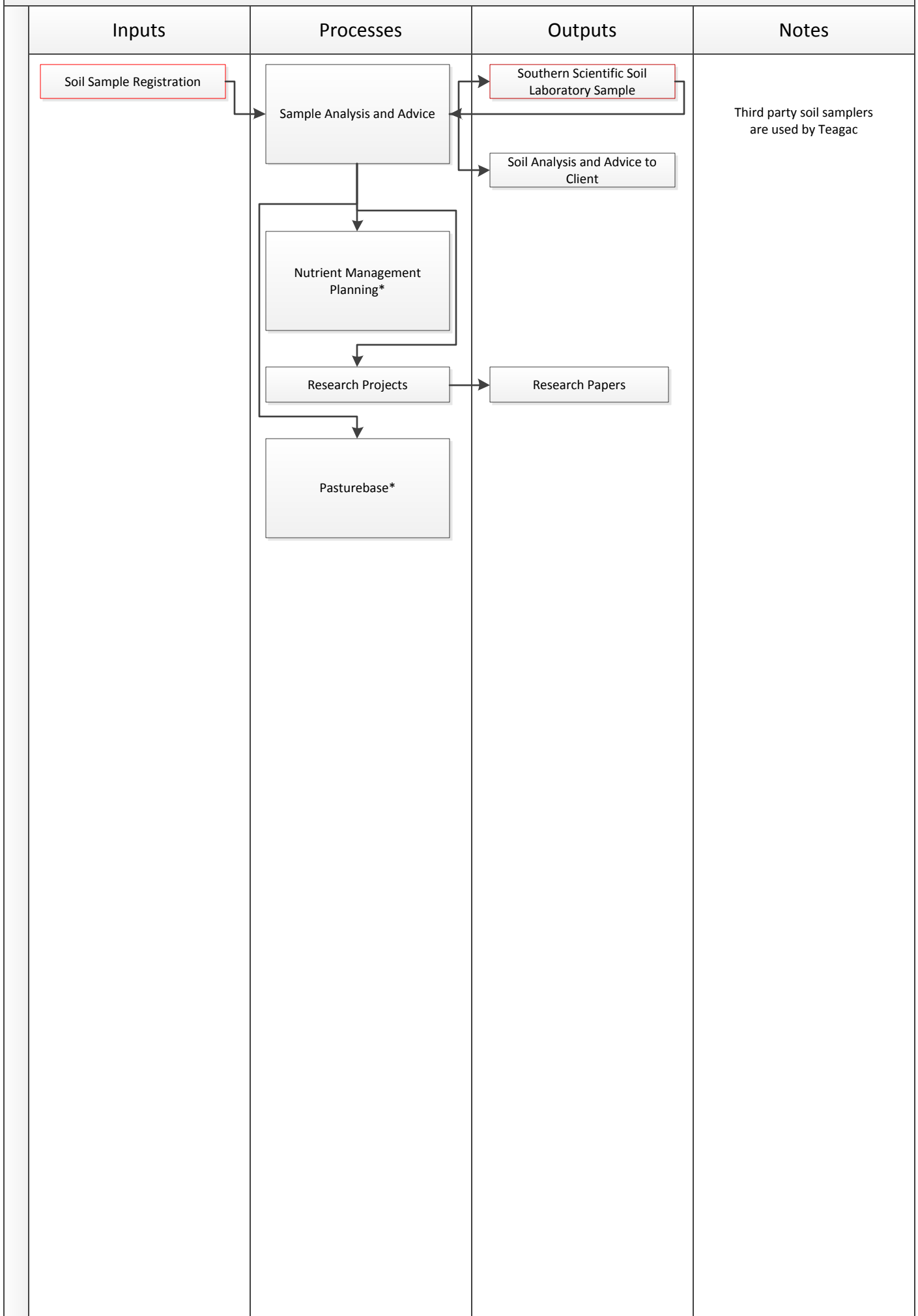


# Host Farmer Personal Data Processing



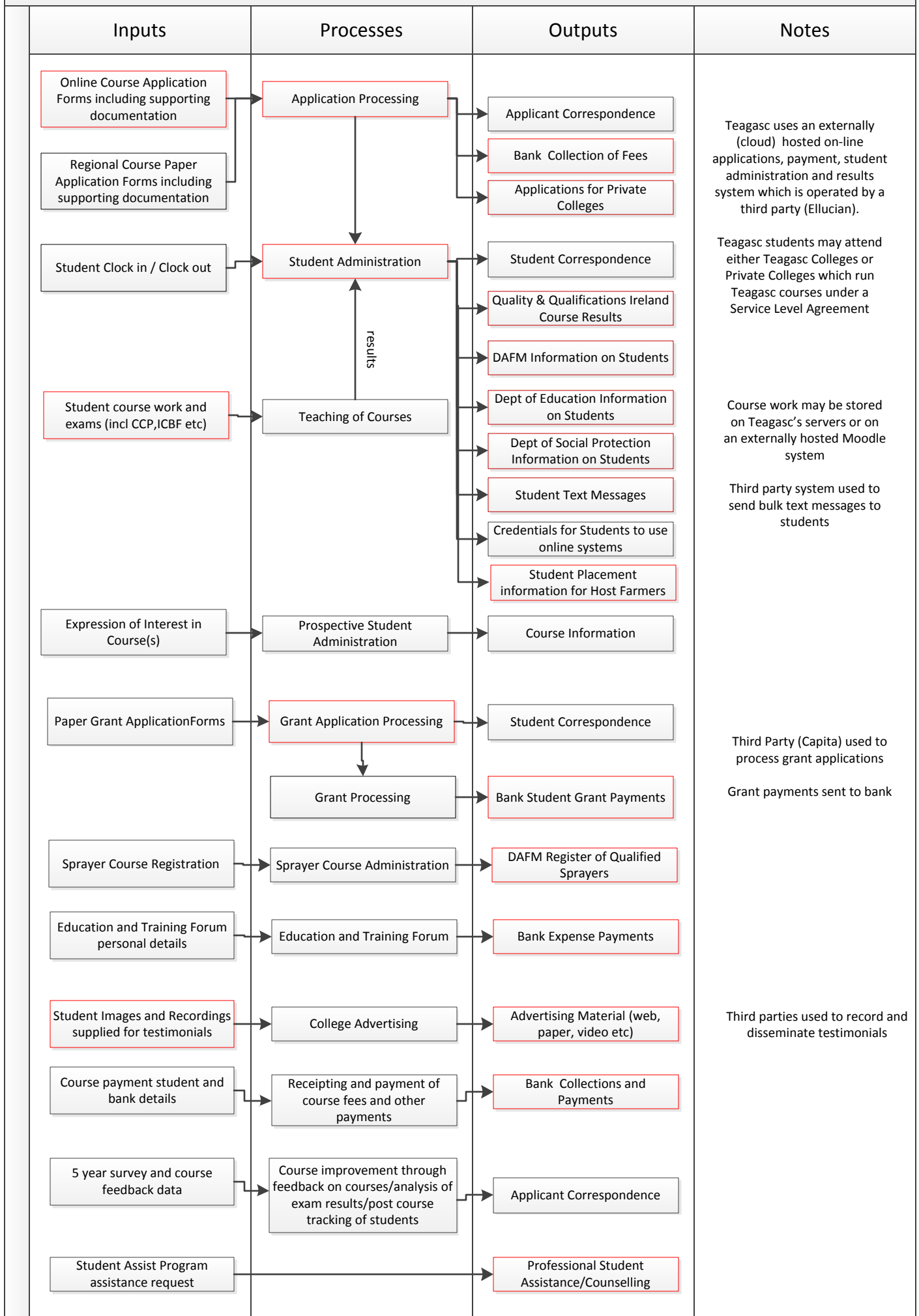
NOTE: Accident Management for hosting farms is described under Staff Records as a similar process applies

# Soil and Water Sampling Service Personal Data Processing



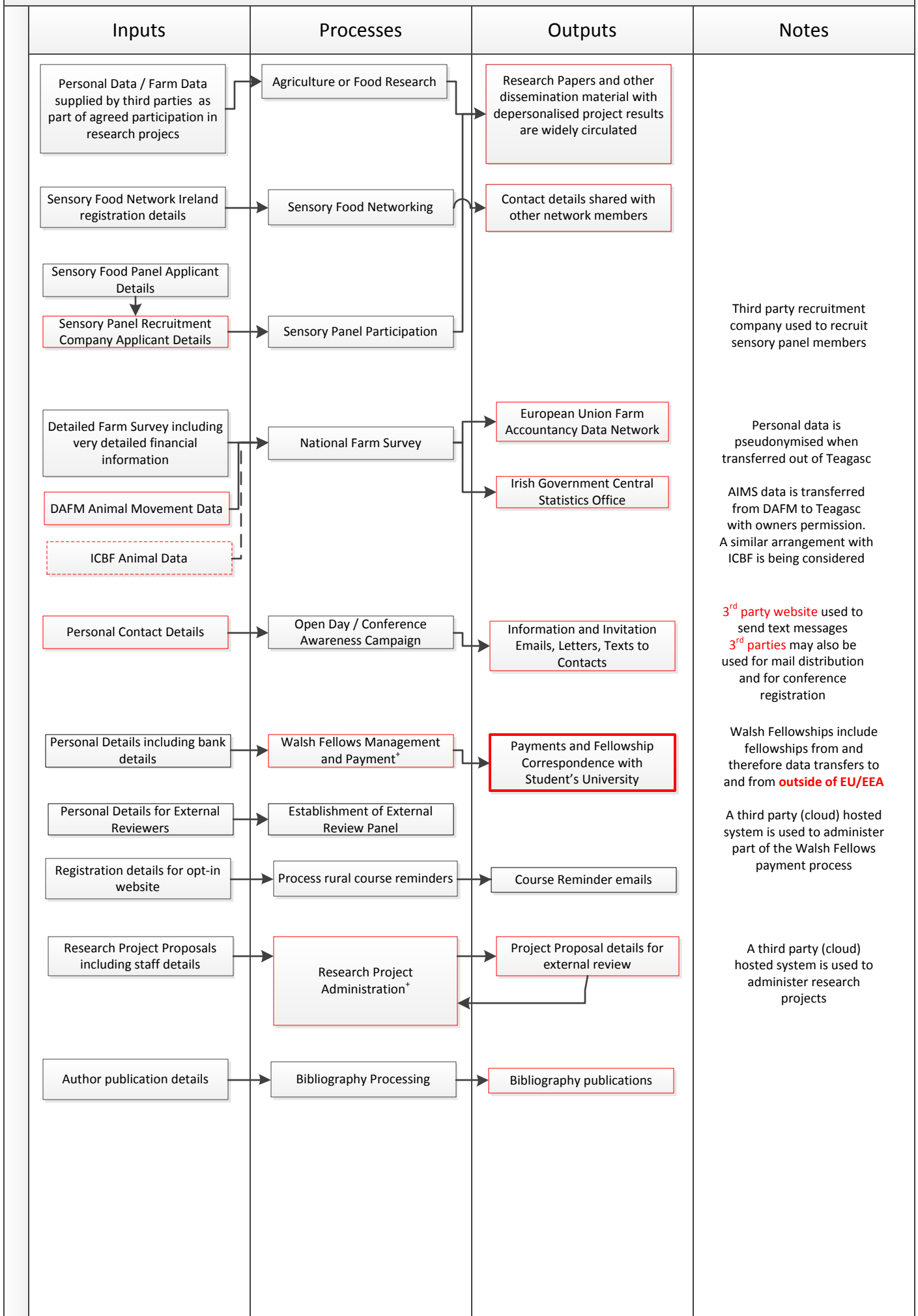
\*See also under Advisory

# Student Personal Data Processing



NOTE: Student Accident Management is described under Staff Records

# Research Personal Data Processing



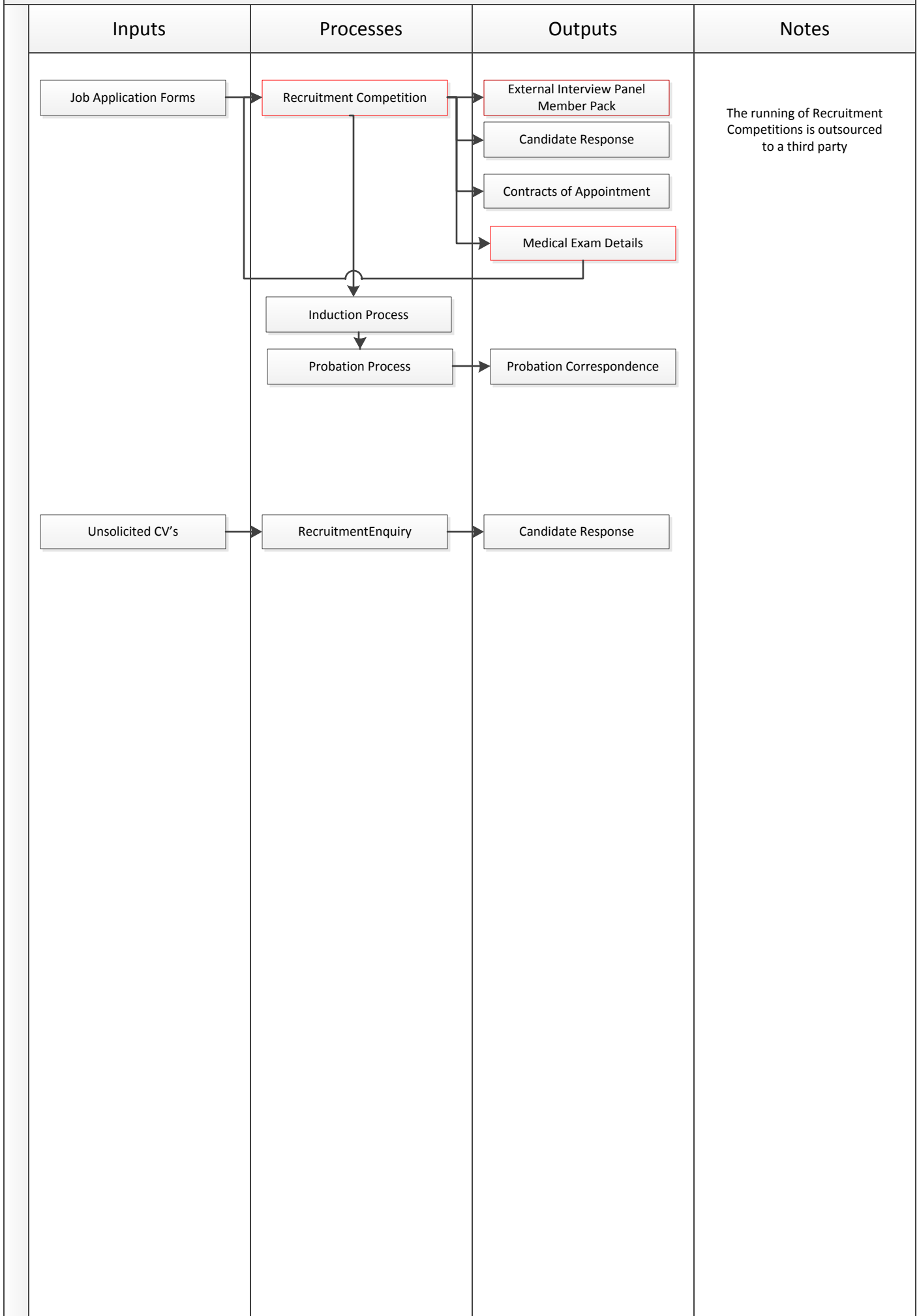
\*See also Financial processes

Professionals Data Processing (includes users of Teagasc ConnectEd service)

Inputs	Processes	Outputs	Notes
<p data-bbox="153 293 437 360">Request to register for AppVice</p> <p data-bbox="153 412 437 479">Request to register for Teagasc online systems</p>	<p data-bbox="496 293 783 360">FarmAppVice System</p> <p data-bbox="496 412 783 479">Registration for online systems</p>	<p data-bbox="823 293 1110 360">FarmAppVice Credentials</p> <p data-bbox="823 412 1110 479">Credentials for professionals to use online systems</p>	

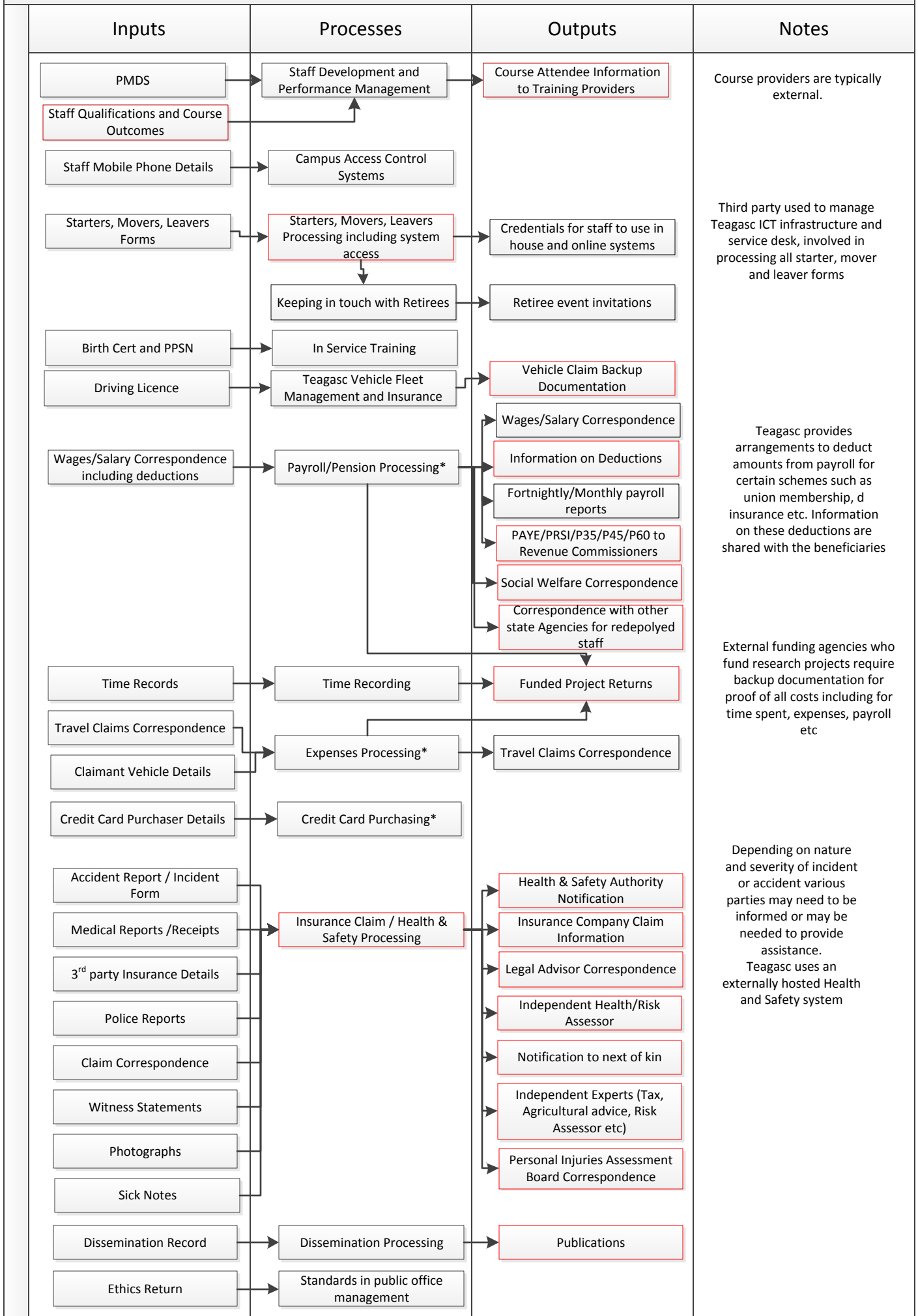


# Recruitment Personal Data Processing



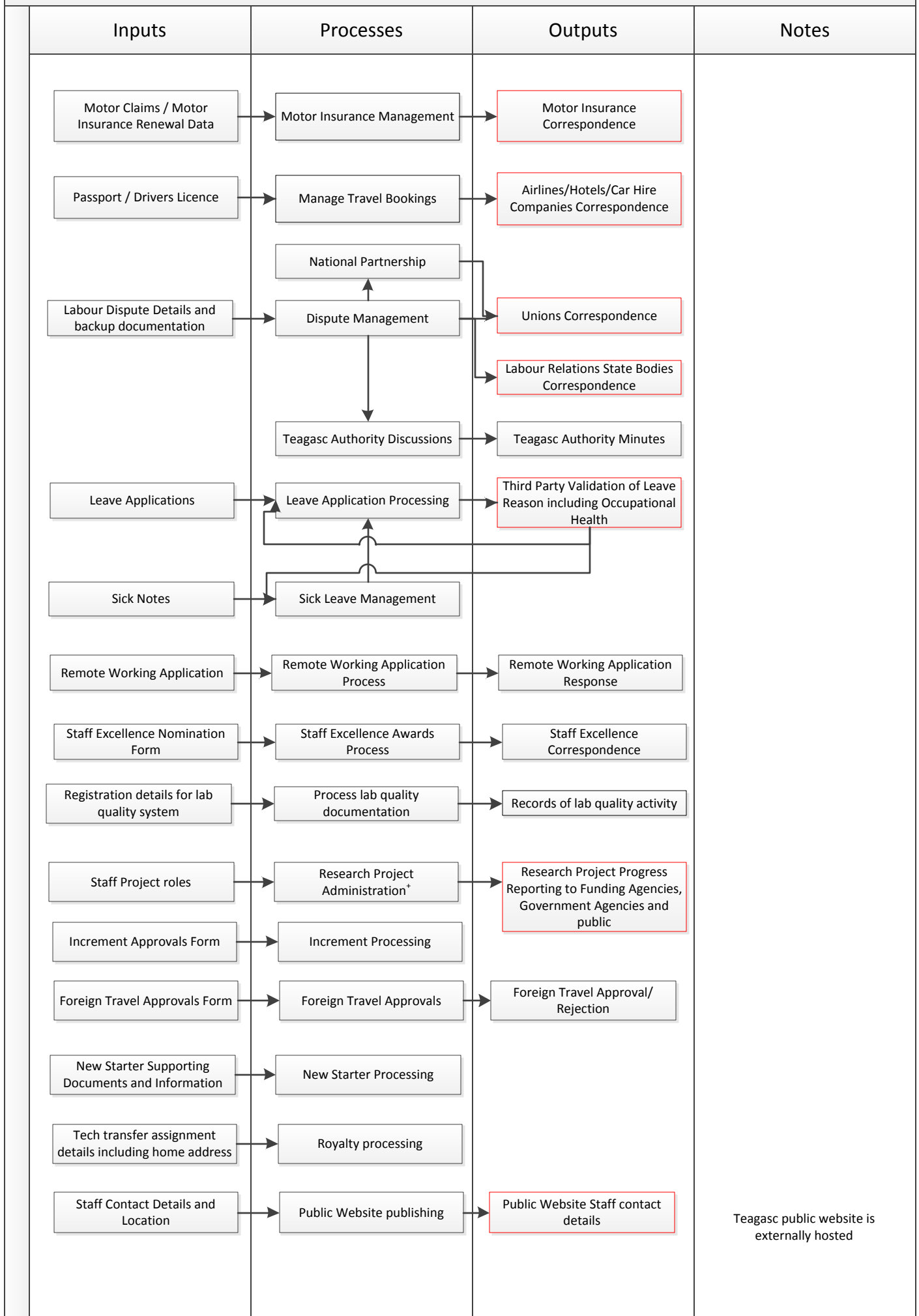
Note these processes may apply to **students and others** working at Teagasc e.g. if they given use of Teagasc vehicles, participate in projects etc

# Staff Records Personal Data Processing



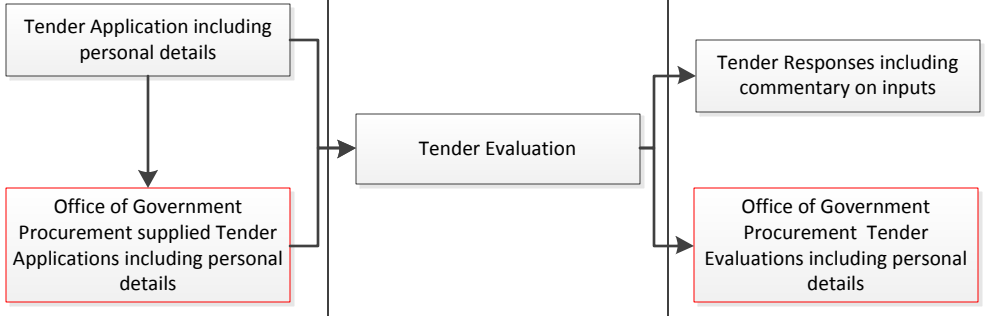
\*See also Financial Processes

# Staff Records Personal Data Processing

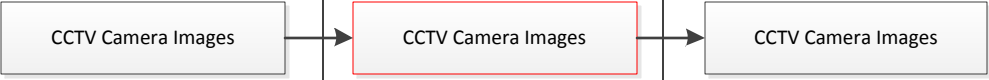


<sup>†</sup>See also Research Projects

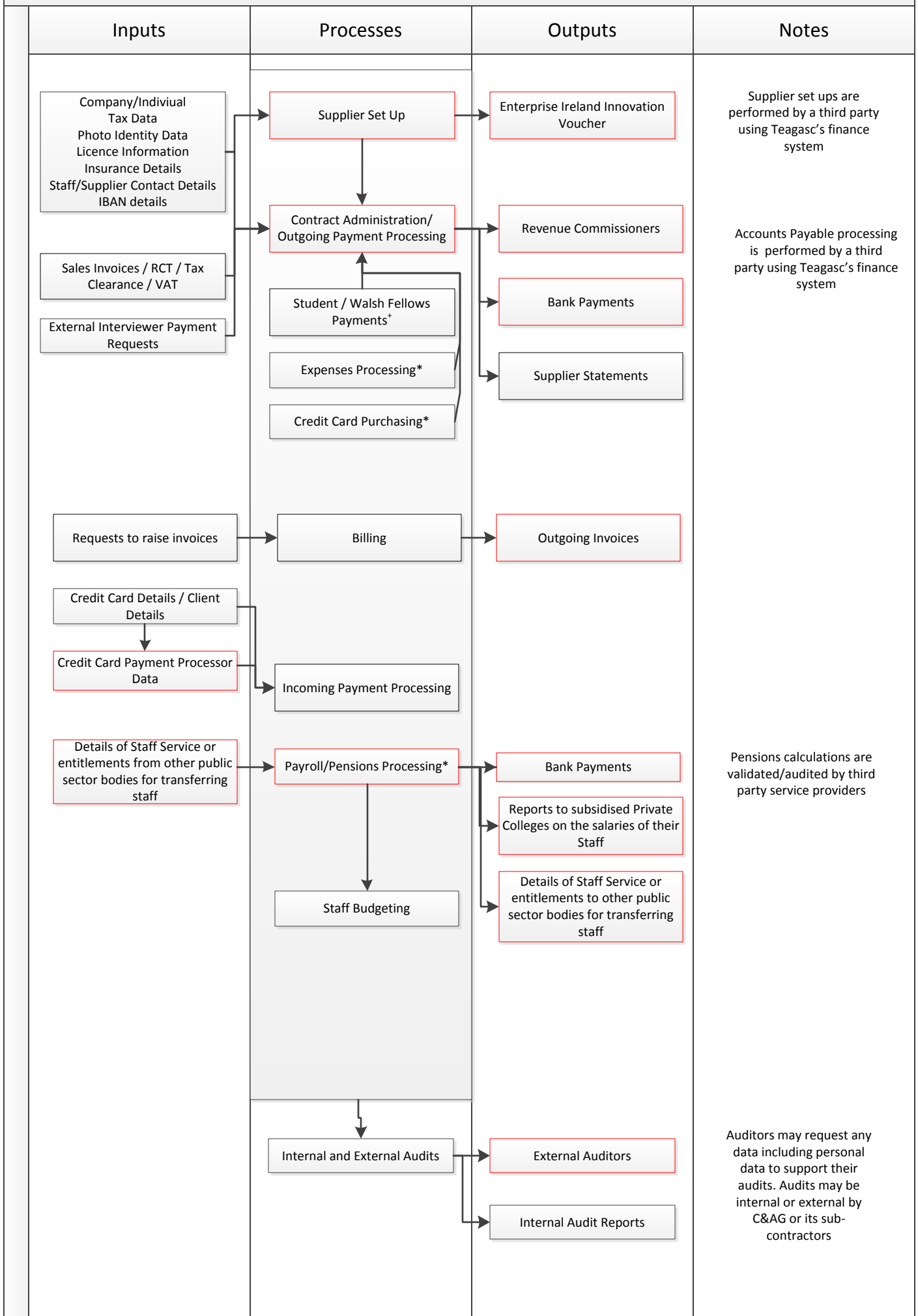
# Procurement Personal Data Processing

Inputs	Processes	Outputs	Notes
 <p>The flowchart illustrates the data processing flow in procurement. It starts with two input boxes: 'Tender Application including personal details' and 'Office of Government Procurement supplied Tender Applications including personal details'. Both inputs feed into a central process box 'Tender Evaluation'. From 'Tender Evaluation', the flow splits into two output boxes: 'Tender Responses including commentary on inputs' and 'Office of Government Procurement Tender Evaluations including personal details'. The output boxes are connected by a vertical line, indicating a relationship between them.</p>			<p>Some OGP frameworks involve the OGP as a third party who interact with the tenderer</p>

# CCTV Personal Data Processing

Inputs	Processes	Outputs	Notes
 <pre>graph LR; I[CCTV Camera Images] --&gt; P[CCTV Camera Images]; P --&gt; O[CCTV Camera Images];</pre> <p>The diagram illustrates the data flow for CCTV personal data processing. It is organized into four columns: Inputs, Processes, Outputs, and Notes. In the Inputs column, a box labeled 'CCTV Camera Images' has an arrow pointing to a box labeled 'CCTV Camera Images' in the Processes column. This box in the Processes column is highlighted with a red border. An arrow then points from this box to another box labeled 'CCTV Camera Images' in the Outputs column. The Notes column contains the text: 'Third parties used to manage and in some sites host CCTV images'.</p>			<p>Third parties used to manage and in some sites host CCTV images</p>

# Financial Personal Data Processing



\*See also Staff Records processing \*See also Research Projects processing

# Corporate Services Personal Data Processing

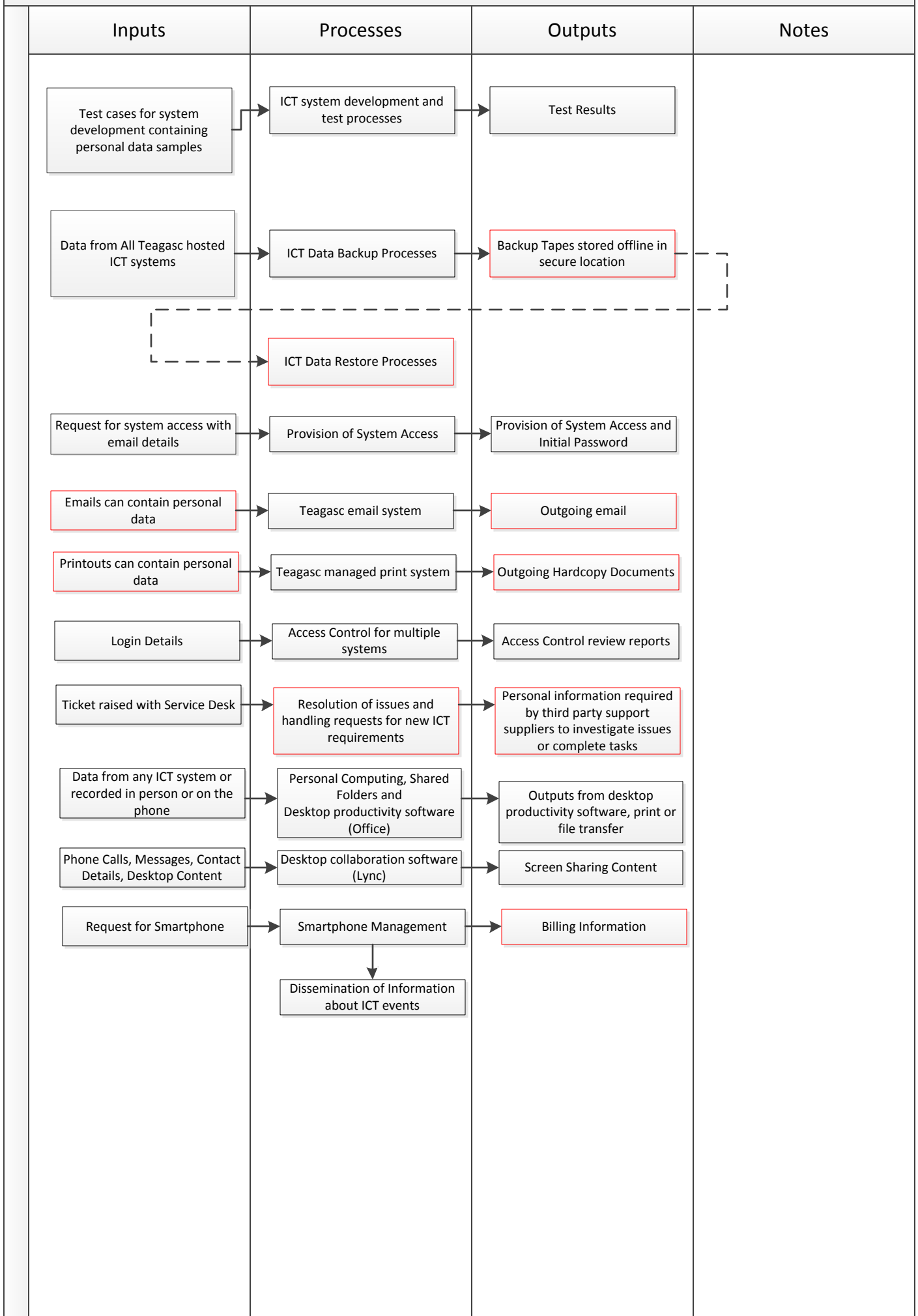
Inputs	Processes	Outputs	Notes
<p data-bbox="145 277 427 353">Building/Construction Files (including safety records)</p> <p data-bbox="145 398 427 474">Training records of Contractors staff</p> <p data-bbox="145 510 427 586">Copies of contractor staff drivers licence / passport</p> <p data-bbox="145 609 427 685">Property Leases/Licences/ Acquisitions/Sales</p>	<p data-bbox="485 277 762 353">Buildings Management</p> <p data-bbox="485 600 762 676">Property Acquisition</p>	<p data-bbox="826 600 1104 676">Property Leases/Licences/ Acquisitions/Sales</p>	<p data-bbox="1190 591 1410 694">Solicitors and other third parties involved with documentation for property deals</p>

# Private College SLA Management Personal Data Processing

Inputs	Processes	Outputs	Notes
<p data-bbox="145 277 427 405">Operational Details of Private Colleges transferred as part of Service Level Agreement Operations</p>	<p data-bbox="485 277 767 349">Manage Private Colleges Service Levels</p>	<p data-bbox="826 277 1109 349">Correspondence with Private Colleges</p>	<p data-bbox="1182 241 1422 472">3 private agricultural colleges provide services to Teagasc and Teagasc has staff working in those colleges. Teagasc, and private college Staff and student data is transferred back and forth as a result of this relationship</p>



# ICT Services Personal Data Processing



# Authority Personal Data Processing

Inputs	Processes	Outputs	Notes
<p data-bbox="145 277 427 405">Personal Data included in reports or documents going to the Teagasc Authority for information or decision</p>	<p data-bbox="485 277 772 344">Teagasc Authority Meetings</p>	<p data-bbox="826 277 1114 344">Teagasc Authority Minutes</p>	