



## Law Society of Ireland

### Data Privacy Statement of Law Society Practice Inspections

We are the Law Society of Ireland, Regulation Department, George's Court, George's Lane Dublin 7 ( the "Law Society" "we" "us" "our"). In accordance with our responsibilities under applicable data protection law, including the General Data Protection Regulation and legislation such as the Data Protection Act 2018, the purpose of this notice is to inform you of the data relating to you that we may collect and use in connection with inspections of solicitors practices carried out by our Investigating Accountants Team ("**Practice Inspections**") and the uses (including disclosures to third parties) that we may make of that data.

The Law Society of Ireland is the controller in respect of this personal data. If you have any questions about our use of your personal data please contact us at [dataprivacy@lawsociety.ie](mailto:dataprivacy@lawsociety.ie)

#### Personal Data that we collect and Process

We will collect and process personal data relating to you in connection with Practice Inspections. This personal data may include:

- Your name and contact details, your practising address, phone number, email address and post code.
- Your accounting records, as defined by Section 25 of the Solicitors Accounts Regulations 2014.
- Any other personal data that you provide to us directly.
- Copies of the processes and procedures that you have in place to prevent and detect money laundering and terrorist financing.
- Copies of reports to the Regulation of Practice Committee and your responses to those reports.
- Minutes of meetings of the Regulation of Practice Committee considering the above mentioned report and responses.

- Correspondence between you and the Society in relation to Practice Inspections.

### **Purposes of processing and legal basis**

We will use personal data relating to you for the purpose of:

- Contacting you in order to notify you of the Practice Inspection.
- Carrying out Practice Inspections.
- Monitoring your compliance with the Solicitors Acts 1954 to 2015 and regulations made under that Act, in particular the Solicitors Accounts Regulations 2014.
- Monitoring your compliance with the Criminal Justice Act (Money Laundering and Terrorist) Financing Act 2010 to 2013, in particular the Solicitors (Money Laundering and Terrorist Financing) Regulations 2016.
- Preparing an investigation report or reports and providing you with a copy of such report.
- Reporting suspected breaches of criminal offences and breaches of anti money laundering or terrorist financing to An Garda Síochána and/ or the Revenue Commissioners.
- Complying with our legal and regulatory obligations.

The legal bases on which we collect, process and transfer information in the manner described above are:

- Our legitimate interest in protecting client moneys, regulating the solicitors profession in Ireland and ensuring proper management and functioning of the Law Society. We will not process your personal data for these purposes if to do so would constitute an unwarranted interference with your own interests rights and freedoms; and
- That this is necessary for compliance with a legal or regulatory obligation that applies to us; and
- To perform a task carried out in the public interest.

### **Recipients of data**

We may disclose your personal data to other organisations in connection with the above purposes including to competent regulatory authorities and other bodies as requested or required by law, including An Garda Síochána, the Revenue Commissioners and the Legal Services Regulatory Authority.

We may, where necessary, disclose your personal data to third parties who we engage to provide services or benefits to us or to you, such as professional advisers, insurers and outsourced service providers, including providers of storage facilities.

### **Requirement to Provide Data**

You are under a statutory obligation to provide us with your accounting records and certain data under the Solicitors Acts 1954-2015 and in particular under the Solicitors Accounts Regulations 2014 and the Solicitors (Money Laundering and Terrorist Financing) Regulations 2016. If you do not provide us with this information you will be in breach of your applicable statutory obligations and we have such legal rights and remedies against you as are available under the applicable law.

### **Retention of data**

We will not take copies of any information that we do not consider necessary to fulfil our legal and regulatory obligations.

We will not hold your data for longer than is necessary. We will retain your data for as long as necessary to fulfil the purposes for which we collect it for and for the purposes of satisfying any legal, accounting or reporting requirements.

### **Transfers abroad**

In connection with the above we might transfer your personal data outside the European Economic Area, including to a jurisdiction 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. If and to the extent that we do so, we will ensure that appropriate measures are in place to comply with our obligations under applicable law governing such transfers. These may include entering into a contract governing the transfer that contains the 'standard contractual clauses' approved for this purpose by the European Commission. If you would like to receive further details of the measures that we have taken in this regard, please contact us at [dataprivacy@lawsociety.ie](mailto:dataprivacy@lawsociety.ie).

### **Your rights**

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

- *Right to access the 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.
- *Right to rectification* – 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.
- *Right to erasure* – 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.

- *Right to restriction of processing or to object to processing* – You have the right to request that we no longer process your personal data for particular purposes, or to object to our processing of your personal data for particular purposes.
- *Right to data portability* – You have the right to request us to provide you, or a third party, with a copy of your personal data in a structured, commonly used machine readable format.
- *Right to withdraw your consent* – Where our processing of your personal data is based on you having provided your consent, you have the right to withdraw such consent.

If you wish to exercise any of the rights set out above, please contact us at [dataprivacy@lawsociety.ie](mailto:dataprivacy@lawsociety.ie).

### **Complaints**

If you have any queries or complaints in connection with our processing of your personal data, you can contact us at [dataprivacy@lawsociety.ie](mailto:dataprivacy@lawsociety.ie).

You also have the right to lodge a complaint with the Irish 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 website or you can call the Data Protection Commission at 353 (0)761 104 800.