
Alliance Medical Candidate Privacy Notice

What is the purpose of this document?

Alliance Medical Diagnostic Imaging Limited, Alliance Medical Northern Ireland Limited, Alliance Medical Radiopharmacy Ireland Limited, Barringtons MRI Limited and subsidiary groups (Alliance Medical or "the Group") is a "Controller" in relation to personal data. This means that we are responsible for deciding how we hold and use personal information about you. This Notice makes you aware of how and why your personal data will be used, namely for the purposes of the recruitment exercise, and how long it will usually be retained for. It provides you with certain information that must be provided under the General Data Protection Regulation (GDPR).

Data protection principles

We will comply with data protection law and principles, which means that your data will be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.
- Kept securely.

Who is your personal information collected from?

We collect personal information about candidates from the following sources:

- You, the candidate.
- Recruitment agency.
- Publicly available sources.
- Your references.

The kind of information we hold about you

In connection with your application for work with us, we will collect, store, and use the following categories of personal information about you:

- The information you have provided to us in your curriculum vitae and covering letter.

- The information you have provided on our application form, including name, address, telephone number, personal email address, education history, qualifications and employment history.
- Any information you provide to us during the interview process.
- Information from your publicly available sources.
- Information from referees.

How we will use information about you

We will use the personal information we collect about you to:

- Assess your skills, qualifications, and suitability for the role.
- Communicate with you about the recruitment process.
- Keep records related to our hiring processes.
- Comply with legal or regulatory requirements.

It is in our legitimate interests to decide whether to appoint you to a role since it would be beneficial to our business to appoint someone to that role.

We also need to process your personal information to decide whether to enter into a contract with you.

If you fail to provide personal information

If you fail to provide information when requested, which is necessary for us to consider your application (such as evidence of qualifications or work history), we will not be able to process your application successfully.

We have in place an appropriate policy document and safeguards which we are required by law to maintain when processing such data.

Automated decision-making

You will not be subject to decisions that will have a significant impact on you based solely on automated decision-making.

Data sharing

Why might you share my personal information with third parties?

We will only share your personal information with the following third parties for the purposes of processing your application, service providers, including Occupop, other entities within the Group and any other third party service providers. All our third-party service providers and other entities in the group are required to take appropriate security measures to protect your personal information in line with our policies. We do not allow our third-party service providers to use your personal data for their own purposes. We only permit them to process your personal data for specified purposes and in accordance with our instructions.

Data security

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal information to those employees, agents, contractors and other third parties who have a business need-to-know. They will only process your personal information on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

Data retention

How long will you use my information for?

We retain your personal information for a period so that we can show, in the event of a legal claim, that we have not discriminated against candidates on prohibited grounds and that we have conducted the recruitment exercise in a fair and transparent way. After this period, we will securely destroy your personal information in accordance with applicable laws and regulations.

If we would like to retain your personal information on file, on the basis that we might be able to consider you for an opportunity that may arise in future, we will seek your explicit consent to retain your personal information for that purpose.

Rights of access, rectification, erasure, objection, restriction and data portability

Your rights in connection with personal information

Under certain circumstances, by law you have the right to:

- **Request access** to your personal information (commonly known as making a "data subject access request"). This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- **Request rectification** of the personal information that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.
- **Request erasure** of your personal information. This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).
- **Object to processing** of your personal information where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal information for direct marketing purposes.
- **Request the restriction of processing** of your personal information. This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Request the transfer** of your personal information to another party.

If you want to review, verify, correct or request erasure of your personal information, object to the processing of your personal data, or request that we transfer a copy of your personal information to another party, please contact our data protection officer (DPO) whose contact details are dataprotection@alliancemedical.ie.

Right to withdraw consent

If when applying for this role you provided consent for us to process your personal information for the purposes of future recruitment, you have the right to withdraw that consent at any time. To withdraw your consent, please contact our data protection officer (DPO) whose contact details are dataprotection@alliancemedical.ie.

Questions or complaints

If you have any questions or concerns about this privacy notice or how we handle your personal information, please contact our data protection officer (DPO) who has been appointed to oversee compliance with this privacy notice and whose contact details are dataprotection@alliancemedical.ie.

You have the right to make a complaint at any time to the Data Commissioner's Office who is responsible for data protection issues in Ireland and whose contact details available from info@dataprotection.ie.