Data Subject Rights Request Form

We encourage you to submit a written request to exercise your data subject right/s in relation to your personal data held by the Irish Aviation Authority (IAA). The written request will facilitate in accurately identifying the locations of your personal data and responding to the request as quickly as possible.

The completed request form must be sent to our Data Protection Officer via:

Email: dataprotection@iaa.ie

Post: Data Protection Officer, Irish Aviation Authority, The Times Building, 11-12 D'Oiler Street, Dublin 2, D02 T449, Ireland.

For security reasons and to prevent unauthorized disclosure or misuse of personal data, we reserve the right to ask for proof of your identity when you make a request.

The Irish Aviation Authority will validate and commence working on the request once all necessary information is received. Please note that under the General Data Protection Regulation and the Data Protection Act 2018, there are several circumstances where we may require additional time to respond to a request, be obliged to reject the legitimacy of the request or withhold certain information from disclosure. Such circumstances will be notified to the requester by the IAA where applicable.

Details of data subject

Name	
Email	
Phone	
Address	
Eircode	

Please indicate the data subject right/s you wish to exercise with 'X' mark in the table below.

Right to access personal data	
Right to rectification	
Right to restrict processing of personal data	
Right to object processing of personal data	
Right to transfer your personal data to another organisation	
Right not to be subjected to automated decision making and profiling	
Right to erasure	

Details of your request

To assist us in responding to your request please provide details of your interactions with the relevant division in IAA and any specific identifiers e.g., previous addresses, reference numbers, date of birth, etc.

Time period relating to your request.

Declaration

I declare that all the details I have provided in this form are true and complete to the best of my knowledge.

Signature

Date