

# Worksheet 4.2

## Your Data Protection Rights Information Sheet

Reproduced with the kind permission of the Data Protection Commission ([www.dataprotection.ie](http://www.dataprotection.ie)). The Data Protection Commission (DPC) is the national independent authority in Ireland responsible for upholding the fundamental right of individuals in the European Union (EU) to have their personal data protected.

For the context of social media and young people's personal data online we will focus on the following four rights under the General Data Protection Regulation:



### 1. The Right to be Informed (Transparency):

Individuals have the right to be informed about the collection and use of their personal data. Organisations must provide individuals with information such as why their personal data is being processed, how long their personal data is going to be kept for, and who their personal data will be shared with. The information should be presented in a concise and transparent way and written in clear and plain language. This is especially important when the individual is a child. This information is usually presented in an organisation's privacy policy.



### 2. The Right to Access Your Personal Data:

Individuals have a right to ask an organisation to confirm if they hold any personal data about them, and to obtain a copy of their personal data. This is often referred to as an "access request" and it should be easy to make an access request to an organisation. Organisations have one month to respond to this request and should provide individuals with a copy of their personal data free of charge.



### 3. The Right to Rectification:

If an individual thinks that their personal data might be incomplete or inaccurate, they can ask the organisation who holds it to correct it. The organisation must do this without undue delay (usually 1 month) or provide the individual with a reason as to why they cannot comply with their request.



### 4. The Right to Erasure:

An individual can request that their personal data be erased by an organisation when, for example, the data the organisation holds on them is no longer needed or when their data has been used unlawfully. The right to erasure is particularly relevant where someone gave their consent to the processing of their personal data when they were a child but later wants to have their personal data removed, for example from an internet site or webpage.