



Subject Access Request for personal data held on the Driving Licence system made under Part 6 of the Data Protection (Jersey) Law 2018.

1. NAME and CURRENT ADDRESS of applicant:	
Surname	Title
Forenames (in full)	Maiden name (if applicable)
Address	
Parish	Post Code
Telephone	E-mail
2. I request the Parish of to provide my personal data relating to my Driving Licence.	
3. Applicant's signature and date:	
Signature	Date

It will be necessary to validate your identity. If required, we may ask you to bring your driving licence or passport into the Parish Hall. We may also require a utility bill showing your current address.

The address you provide on this form should match the address we hold for you. It is an offence to change your address without notifying the Parish in which you are resident. If you believe that your address differs from the address we have for you, please contact your Parish using the contact details provided overleaf.

Once we have processed your subject access request, you will be sent a notice providing details of the information available. This will include:

- Dates of issue and expiry of your driving licence
- Address and any changes of address
- Date and place of birth
- Categories of licence held

Note: you will not be sent the following special category information that we may hold about you:

- Medical information in relation to your application and fitness to drive
- Licence Endorsements

If you would like to receive any additional personal data (including any special category data) that we may hold, then please refer to the data protection section on your Parish's own website or contact your Parish directly.

Office use only: ID Check details
Office use only: Reason address differs

Data Protection Contacts



St. Brelade

☎ 01534 741141

✉ stbrelade@posb.gov.je



St. Helier

☎ 01534 811811

✉ townhall@posh.gov.je



St. Martin

☎ 01534 853951

✉ stmartin@posmn.gov.je



St. Saviour

☎ 01534 735864

✉ stsaviour@poss.gov.je



St. Clement

☎ 01534 854724

✉ stclement@posc.gov.je



St. John

☎ 01534 861999

✉ stjohn@posj.gov.je



St. Ouen

☎ 01534 481619

✉ stouen@poso.gov.je



Trinity

☎ 01534 865345

✉ trinity@pot.gov.je



Grouville

☎ 01534 852225

✉ grouville@pog.gov.je



St. Lawrence

☎ 01534 861672

✉ stlawrence@posl.gov.je



St. Peter

☎ 01534 481236

✉ stpeter@posp.gov.je



St. Mary

☎ 01534 482700

✉ stmary@posmy.gov.je

Your Parish is registered with the Office of the Information Commissioner in Jersey and is a 'controller', as defined by the Data Protection (Jersey) Law 2018 (DPJL), of the information (personal data) you provide on this form. Your personal data will be treated with care and in accordance with your Parish's privacy policy. Please refer to the data protection section on your Parish's website for more information or contact your Parish directly.

We collect your identity and contact details in order to process this subject access request.

Please note that this application form only relates to providing information held in the Driving Licence system. This does not preclude your right to access any/all of your personal data held by your Parish.

You have rights under DJPL, as follows:

To make subject access requests regarding the category and nature of information held, the purpose for which it is held, details of any processing performed, the period for which it is held and to whom it has been disclosed.

To prevent processing likely to cause damage or distress.

To prevent processing for purposes of direct marketing.

To be informed about the use of any automated decision-taking processes that will significantly affect you.

To not have significant decisions that will affect you taken solely by automated processes.

To seek compensation if you suffer damage by any contravention of the DPJL.

To take action to rectify, block, erase, including the right to be forgotten, or destroy inaccurate data.

To have personal data provided to you in a structured, commonly used and machine-readable format, and the right to have that data transmitted to another controller.

To object to any automated profiling that is occurring. This is linked to your right to object to profiling and to be informed about the existence of profiling, of measures based on profiling and the envisaged effects of profiling.

You can complain to us about the way your information is being used. If you would like to complain to us, please contact your Parish Hall in the first instance. Alternatively, you can complain to the Office of the Information Commissioner in Jersey by emailing enquiries@jerseyoic.org.

Tel: +44 1534 716530

Address: Office of the Information Commissioner, 2nd Floor, 5 Castle Street, St. Helier, Jersey, JE2 3BT