

PRIVACY POLICY

1. Introduction

The National Irrigation Commission Limited (the NIC) recognises the importance of protecting your privacy and personal information. The NIC respects your right to privacy and complies with Jamaica's Data Protection Act 2020 (the Act) in relation to handling your personal information.

This Privacy Policy tells you:

- The kind of personal information the NIC may collect and hold about you;
- How the NIC may collect, use, store and disclose your personal information, and for what purpose;
- Your rights under the Act; and
- How the NIC uses information collected through its website.

2. Personal information collected by the NIC

To provide our services and fulfil our regulatory duties, the NIC may collect the following types of personal data:

- **Identification Data:** Includes full name, date of birth, or any valid government-issued ID.
- **Contact Information:** Residential and business addresses, email addresses, and telephone numbers for communications.
- **Demographic Data:** Age, gender, and other demographic details.
- **Professional and Occupational Information:** Information about your role or occupation.
- **Financial Information:** Bank account details, income information, and tax data.
- **Property and Land Information:** Information on land ownership, leases, or permits.
- **Educational and Training Records:** Details about previous certifications or training.
- **Health and Safety Data:** Data relevant to compliance with health and environmental standards.

- Compliance and Regulatory Information: Licensing status, compliance history, and previous inspections for regulatory purposes.

3. Purpose of Processing Personal Data

The NIC collects and processes personal data to fulfil its statutory and public service mandates effectively. The primary purposes include:

- Eligibility Verification: To verify your identity, qualifications, and compliance with eligibility requirements for receiving subsidies, licenses, land allocations, or financial incentives. This ensures that only qualified individuals and entities access these public resources.
- Provision of Agricultural Support Services:
 - Technical Assistance: For providing guidance on sustainable practices, and irrigation management.
 - Financial Aid and Incentives: Processing applications for grants, loans, subsidies, and other forms of financial support offered by the Ministry of Agriculture, Fisheries and Mining through the NIC to foster growth in these sectors.
 - Production and Development Programmes: Supporting initiatives that to improve productivity and resource use.
- Regulation and Compliance Monitoring: Ensuring compliance with legal and environmental standards within the agriculture, fisheries, and mining sectors. This includes:
 - Conducting inspections, audits, and enforcement actions when necessary.
 - Monitoring compliance with safety protocols, sustainable practices, and land use requirements.
 - Tracking compliance history and license status for regulated activities.
- Health and Safety Oversight: Collecting data relevant to health and safety standards for high-risk activities. This enables the NIC to monitor adherence to required safety protocols, thereby protecting public health and environmental integrity.
- Resource Management and Conservation Efforts:
 - Managing Jamaica's natural resources by overseeing sustainable agricultural practices, promoting conservation, and monitoring irrigation resources.
 - Facilitating land use planning and managing land allocations to prevent environmental degradation and ensure sustainable agricultural practices.

- **Communication and Updates:** Using contact information to communicate essential updates, policy changes, program announcements, and service adjustments.
- **Program Evaluation and Service Improvement:** Analysing demographic data, compliance records, and user feedback to evaluate the impact and effectiveness of our services. This data supports program improvements and helps us better meet the evolving needs of Jamaica’s agricultural sectors.
- **Legal and Statutory Requirements:** Meeting regulatory obligations under various Laws.

4. Legal Basis for Processing Personal Data

The NIC processes personal data based on the following legal bases as outlined under the Jamaican Data Protection Act:

- **Compliance with Legal Obligations:** The NIC collects and processes personal data to fulfil its statutory and regulatory duties under Jamaican law. Various legislative acts empower the NIC to administer, operate and regulate irrigation services.
- **Consent:** In specific cases, the NIC may seek your consent to process your personal data. For example, if we collect data beyond what is required by law or for purposes not covered by public interest or legal obligation, we will ask for your explicit consent. You have the right to withdraw this consent at any time without affecting the lawfulness of processing based on consent before its withdrawal.
- **Legitimate Interest:** In certain cases, the NIC may rely on legitimate interests to process personal data. We only use this legal basis when processing is necessary to support the NIC’s functions in ways that do not override your fundamental rights and freedoms.

5. How we collect Personal Data

The NIC will generally collect personal information directly from you. This may include:

- During your conversations with the NIC or its representatives via telephone or in person;
- Through your written correspondence, including mail, email and post;
- When you submit an application, survey or form, in hard copy or electronically.
- When you access and use the NIC’s website.

We may also collect personal data from Third Parties as follows:

- Your consent;

- Persons who are authorised to act on your behalf;
- Other government agencies or entities;
- The collection is required or authorised under law, or a court order.

6. Who we may disclose your Personal Data To

The NIC may share your personal information with various organizations to fulfil our service obligations and legal requirements. These include:

- NIC's parent Ministry known currently as the Ministry of Agriculture, Fisheries & Mining
- Other government Ministries and regulators.
- Law enforcement agencies
- External auditors, inspectors, technical consultants, pension administrators, service providers and other third-party providers.

We only share your information in specific circumstances:

- When required by law,
- When necessary to provide our services,
- When you have given us explicit permission, or
- When it serves a clear public interest.

All information sharing is conducted in accordance with data protection laws and with appropriate safeguards in place.

7. Storage and security

The NIC maintains appropriate technical and organizational security measures designed to protect your Personal Data against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use. All our employees and contractual partners are bound by confidentiality and may only process your Personal Data based on the "need-to-know" principle.

8. Retention and destruction

The NIC complies with the Archives Act, 1984 in relation to the retention and destruction of records containing personal data.

9. Your rights in respect of your Personal Data

To the extent permitted by the Act you have the following rights:

- Access the Personal Data we hold about you, including information such as, for example, the source and the categories of the data, the purposes of the processing, the recipients (or categories thereof) and the respective retention period;
- Request the update or correction of your Personal Data so that it is always accurate;
- Request the deletion of your Personal Data if it is no longer needed for the purposes indicated above;
- Restrict the processing of your Personal Data in certain circumstances, for example, where you have contested the accuracy of your Personal Data, for the period enabling us to verify its accuracy;
- Withdraw your consent at any time where your Personal Data is processed with your consent, without affecting the lawfulness of processing based on consent before its withdrawal.
- Object to the processing of your personal data on specific grounds relating to your particular situation.

You may exercise these rights by sending a request to the contact details set out below. If you believe we have not complied with our obligations under the Act and regulations, you may lodge a complaint with our Data Protection Officer.

10. How information is collected and used on our website

The NIC uses a standard web tracking software on its website, www.nicjamaica.com to collect non-identifying information about our users including:

- Date and time site was accessed
- Place from which website is accessed
- Web browser used

The collection of this information assists the NIC in compiling statistics and determining the level of interest on the website. Some areas of the website may use a “cookie”, temporarily stored in the visitor’s computer memory (RAM) to allow the web server to log the pages used within the site and to know if a visitor has previously visited the site.

The information, documents and materials on the website are solely for the use of the website users and may not be resold, republished, nor copied, without the written consent of the National Irrigation Commission Limited and are subject to change without notice.

11. Here’s how you can contact us.

If you have any questions or concerns about this Privacy Policy, please contact the NIC's Data Protection Officer at dpo@nic.gov.jm. You also have the right to lodge any complaints or concerns with our Data Protection Officer.

12. Review of Privacy Policy

We regularly review this General Privacy Policy. When there is an important change that will have a relevant impact on the processing of your Personal Data, we will inform you via a notification on our website, via e-mail or similar means. This General Privacy Policy was last updated on December 15, 2025.