



09/12/2019

## **INFORMING THE DATA SUBJECT ACCORDING TO THE GENERAL DATA PROTECTION REGULATION**

We at Kainuun Rastiviikko want to take good care of our customers' personal data which we collect, receive, process and store. We also want our customers to have the opportunity to check their data and be forgotten if they so wish.

In order that a person can enrol to our events, they need to accept the data collection and data processing procedures described in this data protection notice. Accepting (consent) is done by ticking a box as the person enrolls to an event or in conjunction with any similar event that requires data collection (consent or agreement). We collect personal data in order to make sure that communication with our customers, marketing, reporting and invoicing regarding events and taking care of our customers is as easy and effortless as possible and that our events are safe.

### **Register name**

Event register

### **Controller**

Name	Kainuun Rastiviikko ry
Business ID	2524242-8
Address	Ketunpolku 1, Tieto 1, 87100 Kajaani

### **Contact person in register matters**

Name	Jukka Liuha
Telephone number	+358 44 7679533
Email address	<a href="mailto:jukka.liuha@rastiviikko.fi">jukka.liuha@rastiviikko.fi</a>

### **Legal basis and purpose of processing personal data**



09/12/2019

Kainuu Rastiviikko ry is an association of orienteering clubs in Kainuu that take turns organising Kainuun Rastiviikko. The member clubs that have organised Rastiviikko since 1983 are: Kajaanin Suunnistajat, Kuhmon Peurat, Puolangan Ryhti, Sotkamon Jymy and Suomussalmen Rasti.

Kainuun Rastiviikko ry is a non-profit association registered in Finland. Personal data will be collected for specific, express and legal purposes. Data will be collected and processed in order to fulfil the requirements of the agreement between the controller and the data subject and when applicable based on the approval of the data subject to handle orders, event enrolments, contacts and doing errands, marketing, reporting, invoicing and other activities related to customer service and in order to guarantee safety.

### Categories of personal data in the register

The register contains personal data of the controller's customers, personal data of persons who have enrolled and participated in an event organised by the controller; such personal data is among others:

- first and last name
- gender
- date of birth
- postal address
- place and country of residence
- email address
- telephone number
- name of their club
- results
- nationality
- food allergies
- other data given in conjunction with the event
- photographs taken at the event



09/12/2019

### Regular data sources

The data in the marketing register is collected from the data subject, their guardian or their club.

### Regular disclosure of data

The customer register may disclose for the start and result list the name, club, birth date and place of residence of the person who has enrolled in an event or competition. The data may be published on the website of the event. The data may be transferred to an appointed data processor, that is, to a paid newsletter service with which Kainuun Rastiviikko has an agreement on data processing. Information on food allergies may be submitted to a catering operator if needed. A name, telephone number and email address may be submitted to the lessor or operator of accommodation services.

### Data transfer outside the EEA

Data will not be transferred outside the EEA excluding photographs which may be transferred outside the EEA to service providers located in the USA which are certified under the Privacy Shield.

### Profiling and automated decision-making

The data in the register will not be used to automated decision-making.

### Location and the length of storage of data

Personal data will be stored on a shielded server located in the EU area or outside the EEA at service providers certified under the Privacy Shield. The data is protected by a user ID and password system. The user IDs will be disclosed to the staff of Kainuun Rastiviikko. Manual content will only be printed if necessary and it will be stored in a locked cabinet at the premises of Kainuun Rastiviikko. Only named persons may process the data. Manually processed data will be appropriately destroyed after processing.



09/12/2019

The data will be stored as long as it is needed to enable the enrolment of the data subject and enable the event itself. Personal data will be deleted when the storage period defined earlier has ended.

### **Rights of the data subject**

The data subject has the right to check their personal data stored in the register. The data subject has the right to request the controller to rectify erroneous data. The data subject has the right to ask the controller to erase personal data or stop processing personal data if it is no longer necessary for the purpose it was provided. The data subject has the right to object to the processing of personal data, marketing and profiling.

The data subject has the right to receive their personal data that they have provided to the controller in a commonly used and machine-readable format and the right to transfer that data to another controller. Requests to exercise the rights of the data subject will be submitted to the controller's contact person in writing with a signature. The data subject also has the right to lodge a complaint with the supervisory authority in the member state of their permanent residence or working place or where the alleged breach of the General Data Protection Regulation has occurred.

### **Kainuun Rastiviikko has the right to change this privacy notice**

We are continuously developing our events and operations, and if there are any changes in the mentioned activities, we will update the privacy notice. Furthermore, changes in the Finnish laws may force us to amend or supplement this privacy notice.