

City of Vaasa

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| 1. Name of the person registering | Berth reservation and invoicing |
| 2. The administrator | City of Vaasa, kuntatekniikka Kirkkopuistikko 26A 65100 VAASA |
| 3. Registry contact person | Virva Hirvi-Nevala (from 1.4.2019) +358406329838 venepaikat@vaasa.fi |
| 4. Contacting the Data Protection Officer | Telephone exchange 06 325 1111 E-mail: tietosuojavaastaava@vaasa.fi |
| 5. Purpose and legal basis for the processing of personal data | A register of personal data is established for the purpose of managing customer relations. Information is collected to the database concerning the rental of berths for boats |
| 6. The data content | The information stored on the data subject shall be a name, a social security number and contact information, as well as information about the services subscribed to, delivery and invoicing |
| 7. Normal sources of data | Data is directly obtained from the person registering by telephone, e-mail or electronically to the berth register using a bank ID code |
| 8. Data Retention Period | Information is retained for as long as the berth is rented or until the customer terminates the rental agreement and requests the removal of their information |
| 9. Normal disclosure of information | The disclosure of information can only be made to the public authorities on request |
| 10. Transfer of data outside the EU or EEA | Data is NOT transferred outside the EU or EEA |
| 11. Principles of data Security | A. Printed material is stored in a locked room, inside a building with an access control system B. Computerised data is protected by passwords, firewalls and antivirus software. Computers are in lock-protected areas. Phones and mobile devices are password protected with virus protection and can be locked remotely |
| 12. Possible automated decision-making | |
| 13. Rights of the registered customer | A. A registered customer has the right to access their own data B. The right to lodge a complaint with a supervisory authority (Article 77) C. The right to rectification (Article 16) D. The right of erasure (Article 17) i.e. the 'Right to be forgotten' is NOT applicable to statutory registers. E. The Right to data portability from one system to another (Article 20) is technically possible if |

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| | addressed to the contact person F. Withdrawal of Registered Consent G. Other Information |
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