



The data controller's informing
the data subject

EU's General Data Protection Regulation,
(2016/679), Articles 13 and 14

Information about personal data filing system

1. Name of the filing system

City of Tampere well-being, inclusion, communities and equity team's participant register.

The participant register for people participating in face-to-face and digital activities organised by the well-being, inclusion, communities and equity team of the City of Tampere's education and culture services' joint services.

2. Purpose of personal data processing

The City of Tampere provides residents of the city as well as those using services in the city with various digital and other opportunities to participate in the planning of the activities of and the preparation of decision-making of the municipality as described in section 22 of the Local Government Act.

The information included in the personal data filing system is used for the purposes of reaching and contacting the participants, collecting any additional information and feedback, providing information, compiling statistics and reporting.

3. Data controller

City of Tampere, business ID FI02116752

4. Individual responsible for the filing system: name, position and contact information

Lauri Savisaari, Director, Education and Culture Services

City of Tampere

PO Box 487, FI-33101 Tampere

tel. +358 3 565 611 (City switchboard)

<https://www.tampere.fi/tampereen-kaupunki/yhteystiedot-ja-asiointi.html>

5. Filing system contact person and contact information

Mika Vuori, Planning Manager, Education and Culture Services

City of Tampere

PO Box 487, FI-33101 Tampere



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tel. +358 3 565 611 (City switchboard)

6. Processing of personal data is outsourced on agreement

No

Yes

7. Legal basis for the processing of personal data

A)

Public interest / Exercise of official authority

Legal obligation

Legislation guiding operations: Section 22 of the Local Government Act, Opportunities to participate.

Consent

Performance of a contract

B)

The filing system belongs to an obligatory function of the public administration

The filing system belongs to a voluntary function of the public administration

C)

Data in the filing system are used for automated individual decision-making, including profiling

No

Yes

Personal data, data sources and data disclosure

8. Personal data in the filing system

The filing system contains the necessary identifying information of persons as well as other information necessary for the purpose of the use of the filing system. The data subjects are persons who are currently living, have lived or use services in Tampere.

The filing system contains the following information on the data subjects:

- first and last name
- year of birth



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- gender (optional)
- postal code
- telephone number (optional)
- email address

The user can request that their information be updated or erased from the filing system.

9. Filing system data maintenance systems (name(s) of system(s) or application(s))

Microsoft Office, E-lomake, Webropol, Zef, City of Tampere questionnaire service

10. Filing system contains hard copy (paper) material

- No
 Yes

11. Data sources

The data subject themselves or their legal representative.

12. Data protection principles

The storage, archiving, deletion and other processing of data are governed by file plans, data protection guidelines and information security guidelines. Only authorised persons have access to data processed by electronic means. Each individual accepts a Non-disclosure/Secrecy agreement (an agreement on the non-disclosure and use of data and information systems) when granted user rights.

13. Disclosure of personal data

Regular disclosure of personal data

- No
 Yes

14. Transfer of personal data to a third country or to an international organisation (outside the EU or European Economic Area (EEA))

- No
 Yes



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15. Personal data storage periods/criteria for determining storage period

Personal information will be stored as long as the municipality has a statutory obligation to provide their residents with opportunities for participation in the planning and decision-making processes of the municipality.

Storage complies with the archiving plans of the City of Tampere. Personal information will be erased if the data subject wishes to have their information erased from the filing system.

16. Data subject's rights

The rights of the data subject and instructions on how to exercise them are described at www.tampere.fi/tietosuojaselosteet and are also available at the City registry office.