

### Privacy policy

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

International invited guests of the Tampere Jazz Happening festival

### 2. Purpose of personal data processing

Sending invitations to the Tampere Jazz Happening festival and compiling statistics.

### 3. Data controller

City of Tampere, business ID FI02116752

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

Marianna Lehtinen, Head of Public Cultural 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

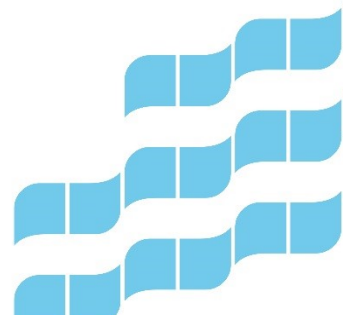
Minnakaisa Kuivalainen, Executive Director, music@tampere.fi

Tampere Music Festivals, Tullikamarin aukio 2, FI-33100 Tampere

### 6. Processing of personal data is outsourced on agreement

No

Yes



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Further information on outsourced processing when necessary:

**7. Legal basis for the processing of personal data**

A)

Public interest / Exercise of official authority

Please specify:

Legal obligation

Governing legislation:

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

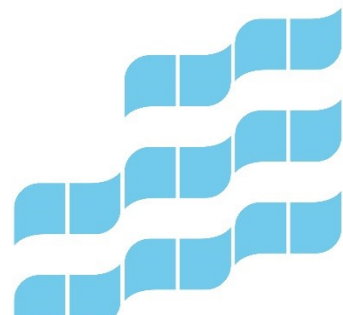
C)

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

No

Yes

Please specify:



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## Personal data, data sources and data disclosure

### 8. Personal data in the filing system

Categories of data subjects and special categories of personal data

Invited guest's name, organisation, home country, e-mail address and year when visited.

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

Excel file

### 10. Filing system contains hard copy (paper) material

No

Yes

### 11. Data sources

Invited guests' e-mail addresses are compiled from public sources or requested from the relevant organisations.

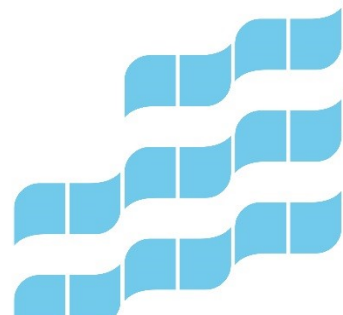
### 12. Data protection principles

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



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Yes

Please specify to whom or to what entity:

Grounds for disclosure of data

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

No

Yes

Please specify where:

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

Storage is governed by the City of Tampere file plans.

**16. Data subject's rights**

The rights of the data subject and instructions on how to exercise them are described at [www.tampere.fi/tietosuoja/asetteet](http://www.tampere.fi/tietosuoja/asetteet) and are also available at the City registry office.

