

**PRIVACY POLICY**

Controller's practice of informing the data subject  
- to registrant

EU General Data Protection Regulation (GDPR),  
(2016/679), articles 13 and 14

29.6.2023

**Personal Register information**

**1. Name of register**

Register of Project grants for culture granted by the City of Tampere

**2. Purpose of the processing of personal data**

Issuing and payment of Project grants for culture from the City of Tampere, as well as monitoring and reporting on the use of such aid.

**3. Controller**

City of Tampere, Business ID 0211675-2

**4. Officeholder responsible for register, job title and contact information**

The Head of Public Cultural Services Marianna Lehtinen (Public Cultural Services)

City of Tampere

P.O. box 487, 33101 Tampere

Phone 03-565 611 (the city's call center)

<https://www.tampere.fi/yhteystiedot>

**5. Register contact person and contact information**

Lead coordinator Anna Szalay (Public Cultural Services)

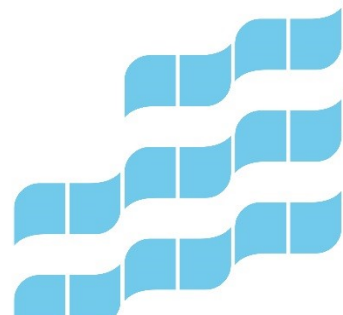
City of Tampere,

P.O. box 487, 33101 Tampere

Phone 03-565 611 (the city's call center)

<https://www.tampere.fi/yhteystiedot>

**6. The processing of the register's personal data has not been outsourced through an assignment agreement.**



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**7. The processing of personal data is based on consent.**

The register concerned is a register of the voluntary functions of public administration. The information in the register is not used for automated individual decisions, including profiling.

**Personal data pertaining to the personal register, data sources and disclosure of data**

**8. Personal data in the register**

Description of registered groups and personal data groups

- Identification and contact information of applicants for Project grants for culture
- Information on Project grants for culture
- Information on issuance of Project grants for culture
- Information on payment of Project grants for culture
- Information on possible usage reports

**9. Register data maintenance systems (name(s) of system/application)**

E-lomake, Excel, Word, PDF, Donna, Aitta, SAP, financial management information system

**10. The register has manual materials (in paper format)**

**11. Register information sources**

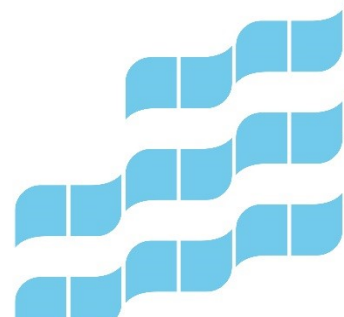
Applicants for cultural grants themselves and assessing officers who draft the decision for the committee

**12. Principles of data protection**

The storage, archiving, eradication and other processing of data are directed by the archiving plans as well as by the data security and data protection guidelines. The information electronically stored in the register is protected in such wise that only a person entitled to access and view it is allowed to do so. Each user accepts the obligation concerning the use of information and information systems as well as related confidentiality upon receiving the user rights.

**13. Disclosure of personal data in the register**

In accordance with the rules, information is not relinquished to others.



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Foundation of information transfer:

Consent of the Project grant for culture applicant to disclose information about the city's own activities and for co-operation with the third sector and for the use of the City's stakeholders (e.g. other societies in the same sector), not for commercial operations.

#### **14. Register information must not be transferred to a third country or international organisation (outside the EU or European Economic Area (EEA))**

#### **15. Storage periods of personal data / storage period specification criteria**

Storage is implemented in accordance with the city's archive creation plans.

#### **16. Rights of the registrant**

The registrant's rights and instructions on how to exercise them can be found at [www.tampere.fi/tietosuojaselosteet](http://www.tampere.fi/tietosuojaselosteet) as well as in the Registry office of the City of Tampere

