

**Privacy policy**

The data controller's informing  
the data subject

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

1.1.2025

## Information about the personal data filing system

**1. Name of the filing system**

Customer Register of the City of Tampere Employment and Growth Services

**2. Purpose of personal data processing**

Planning, organizing, and implementing services for individual, employer, and business customers.

Statistical reporting, monitoring, and supervision of employment and growth services activities.

Development of the quality of activities and services.

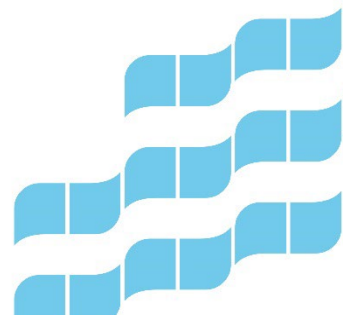
**3. Data controller**

City of Tampere, business ID FI02116752

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

Director of Employment and Growth Regina Saari City of Tampere,

P.O. Box 487, 33101 Tampere



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tel. 03-565 611 (city switchboard) [City of Tampere / Contacts](#)

**5. Filing system contact person and contact information**

Data Protection Specialist Sari Saranpää

Employment and Growth Services, City of Tampere P.O. Box 487, 33101 Tampere

tel. 03-565 611 (city switchboard) [City of Tampere / Contacts](#)

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

No

Yes

Further information on outsourced processing, if necessary:

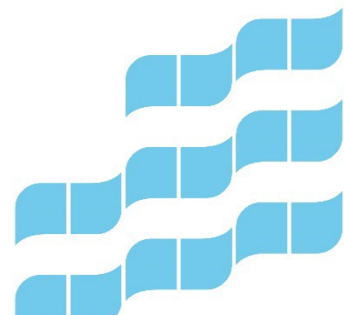
External service providers promoting employment and supporting services, as well as other agreed service providers, process personal data on behalf of the city to the extent required by the contract.

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

A)

Public interest/Exercise of official authority

Statutory obligation



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- EU General Data Protection Regulation (679/2016)
- Data Protection Act (1050/2018)
- Act on the Openness of Government Activities (621/1999)
- Act on the Organization of Employment Services (380/2023)
- Act on the Promotion of Integration (1386/2010)
- Unemployment Security Act (1290/2002)
- Act on Rehabilitative Work Activities (189/2001)
- Act on Multi-Professional Joint Services (1369/2014)

Consent

Performance of a contract

B)

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

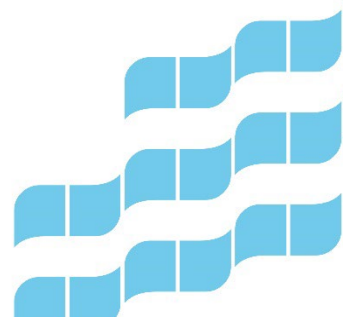
The filing system belongs to a voluntary function of the public administration

C)

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

No

Yes



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**8. Personal data, data sources and data disclosure**

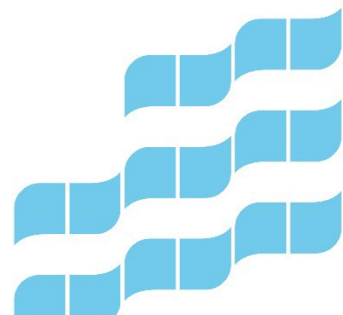
Personal data in the filing system

Description of the categories of data subjects and types of personal data: The Employment and Growth Services customer register consists of data used in the planning and implementation of services for individual, employer, and business customers, including:

- Basic customer information such as name, contact details, personal identification number, mother tongue
- Information related to special arrangements possibly required for service
- Information on services accumulated during the customer relationship, possibly including photographs
- Information provided or offered by the customer themselves, including prohibitions, restrictions, consents, and other choices
- Business information such as name, business ID, business description, company logo, photographs
- Names and contact details of representatives of cooperation partners, job or professional title, organization

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

Microsoft M365, City of Tampere's secure/restricted access network drive, E-form and ZEF-form (electronic notification forms), Aitta (city's electronic archive), BusinessCRM ([Privacy Policy personal data filling](#)), Roidu customer feedback system, Eventbrite (event website)



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

No

Yes

**11. Data sources**

Information provided by the customer. Information formed during service provision. Information obtained from various registers with the customer's consent and legal authorization, such as from employment authorities.

**12. Data protection principles**

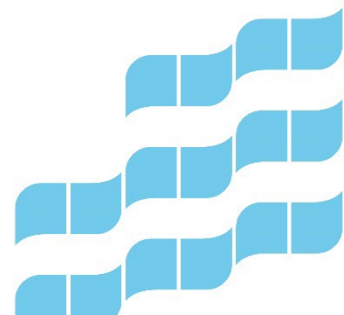
The storage, archiving, erasure and other processing of data is guided through archiving plans and data security and protection guidelines. Information stored electronically in the filing system is protected in such a way that only authorised people have access to it. Each user undertakes an obligation concerning the use and confidentiality of the data and information systems when receiving access rights.

**13. Disclosure of personal data**

Regular disclosure of data

No

Yes



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

No

Yes

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

Storage complies with the City's archiving plans.

**16. Data subject's rights**

The data subject's rights and instructions for exercising them are available from [tampere.fi/tietosuoja](https://tampere.fi/tietosuoja) and the City's Record Office

