

PRIVACY POLICY

The data controller's informing
the data subject

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

1.9.2025

Information about personal data filing system

1. Name of the filing system

Participant Register of the Community and Development Services Unit of the City of Tampere's Education and Culture Services.

The Participant Register includes individuals who take part in both in-person and digital activities organized by the unit.

2. Purpose of personal data processing

The City of Tampere provides residents and other stakeholders with various digital and other opportunities to participate in the planning of municipal activities and the preparation of decision-making, as described in Section 22 of the Municipalities Act (Kuntalaki 22 §).

The personal data in the register are used for contacting participants, maintaining communication, collecting 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

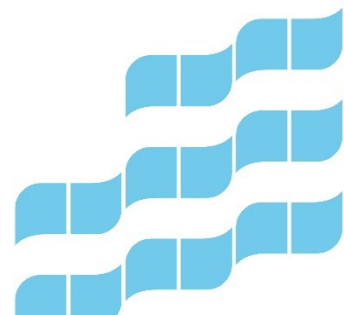
Lauri Savisaari, Director, Education and Culture Services

City of Tampere

PO Box 487, FI-33101 Tampere

tel. +358 3 565 611 (City switchboard)

tampere.fi/en/contact-us



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5. Filing system contact person and contact information

Jaakko Laurila, Planning Manager, Education and Culture Services

City of Tampere

PO Box 487, FI-33101 Tampere

tel. +358 3 565 611 (City switchboard)

tampere.fi/en/contact-us

6. Processing of personal data is outsourced on agreement

☐ No

☒ Yes

There are assignments related to the maintenance tasks of the registry's electronic information systems and their servers, as well as to application specialist support.

7. Legal basis for the processing of personal data

A)

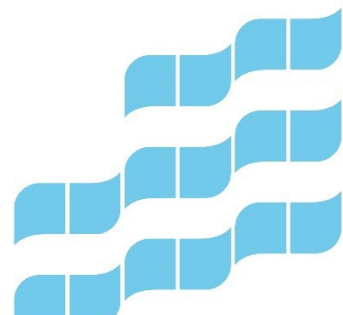
☒ Public interest / Exercise of official authority

Please specify:

☒ Legal obligation

Governing legislation: Legislation guiding operations: Section 22 of the Municipalities Act,
Opportunities for participation and influence.

☐ Consent



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☐ Performance

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:

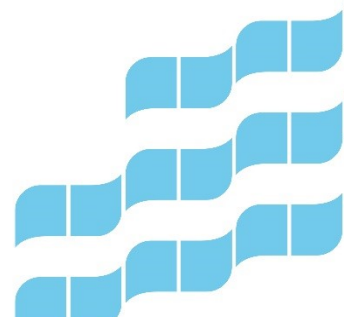
Personal data, data sources and data disclosure

8. Personal data in the filing system

The filing system contains contact details and other information voluntarily provided by
individuals who have taken part in engagement opportunities, either in person or online.

The filing system may contain the following personal data:

- First name, preferred name, and surname
- Age or year of birth
- Gender
- Address
- Phone number



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- Email address
- Life situation
- Name and contact details of the organization represented by the participant

The register may also include other information necessary for organizing specific events, such as dietary preferences or the need for a personal assistant. This information will be deleted after the event.

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

Microsoft 365 Copilot, 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.

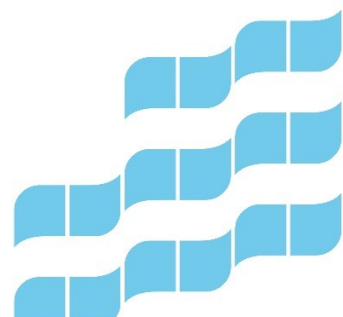
12. Data protection principles

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



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☐ 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

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 tampere.fi/en/data-protection-and-information-management/privacy-policies and are also available at the City registry office.

