



13 April 2018

Data subject's rights and exercising them in the City of Tampere's personal data filing system

[The EU's General Data Protection Regulation \(EU\) 2016/679](#) provides those whose data is being processed (=data subjects) with diverse rights. The rights are applied in different ways, depending on the grounds for processing the personal data. For example, a person has the right to know whether their personal data is processed and which personal data is processed, and to request access to their own data. Data subjects also have the right to demand that incorrect personal data be corrected.

Right to review data (right of access to data, Article 15)

A person has the right to know whether their personal data is processed or not, and which personal data concerning the person has been recorded. The City of Tampere will provide the data at the data subject's request as soon as possible, without undue delay. The period for providing the data or submitting additional information relating to the request for information is one month from receiving the request. If the request for information is exceptionally complex and extensive, the period can be extended by two further months.

The data subject's data will usually be provided free of charge. If several copies are requested, however, the City may charge a reasonable fee based on administrative expenses. If the request for data is manifestly unfounded or excessive, in particular if the requests are excessively repeated, the City may charge the administrative costs incurred due to providing the data or refuse to provide the data. In such a case, the City shall note the manifestly unfounded or excessive character of the request.

If the City will not provide the information, a written certificate of the matter will be issued. At the same time, we will inform the data subject of the right to legal remedies, such as the possibility of lodging a complaint with the supervisory authority.

Right to rectify information (Article 16)

A person has the right to demand that incorrect, inaccurate or incomplete personal data concerning them be corrected or supplemented without undue delay. In addition, a person has the right to demand the erasure of unnecessary personal data. The unnecessariness and incorrectness are assessed based on the time of recording the data.

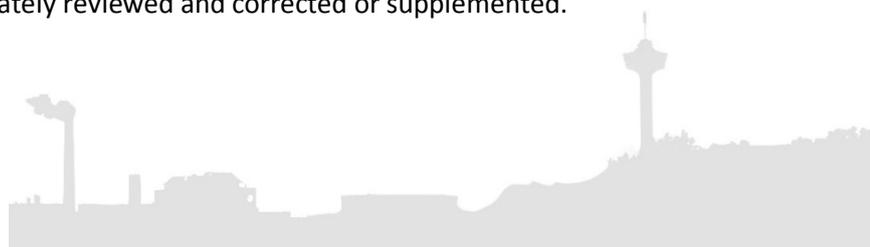
If the City does not accept the demand for correction, a written certificate of the matter will be provided, mentioning the grounds on which the demand has not been approved. We will similarly inform the data subject of the right to legal remedies, such as the possibility of lodging a complaint with the supervisory authority.

Right to be forgotten (Article 17)

Only in certain special circumstances does a person have the right to have their personal data completely erased from the City's filing system (right to be forgotten). Furthermore, such a right does not exist in cases when the processing of personal data is necessary for complying with a statutory obligation or for exercising public authority granted to the City. The City's archiving plans and data retention periods prescribed by legislation are followed with regard to the storage and erasure of data.

Right to restrict processing (Article 18)

In certain situations, a person may have the right to request that the processing of their personal data be restricted until their data has been appropriately reviewed and corrected or supplemented.





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Right to data portability (Article 20)

The right does not apply to processing of personal data that is necessary for the performance of a task carried out for reasons of public interest or for exercising public powers granted to the data controller. Therefore, as a rule, the right is not applied in conjunction with the personal data filing system of the City of Tampere.

Right to object (Article 21)

A person has the right to object at any time, on grounds relating to his or her particular situation, to processing of personal data concerning him or her, even when the processing is based on the performance of a task carried out for reasons of public interest or the exercise of the City's public powers. In such a case, the data may be processed further only if there are compelling legitimate grounds for the processing which can be demonstrated.

Right to lodge a complaint with a supervisory authority (Article 77)

A person has the right to lodge a complaint with a supervisory authority of his or her habitual residence or place of work if they consider that the processing of personal data infringes the EU's General Data Protection Regulation (EU) 2016/679. Moreover, a person has the right to seek other administrative remedies and judicial remedies.

A person also has the right to bring proceedings against the data controller or organisation processing personal data if they believe that their rights have been violated by not complying with the General Data Protection Regulation.

How are the rights exercised?

For additional information about the processing of personal data in the services of the City of Tampere, privacy policies and forms for requesting corrections or information are available on the City of Tampere's [external website](#).

