



The data controller's informing
the data subject

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

1.4.2021

Information about personal data filing system

1. Name of the filing system

City of Tampere Event Services volunteer database

2. Purpose of personal data processing

City of Tampere Event Services will collect and use the information for the following purposes:

- To inform about opportunities to volunteer at major events in Tampere, Finland.

The database is used for operational planning and for communication purposes.

3. Data controller

City of Tampere, business ID FI02116752

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

Competitiveness Director, Anna-Kaisa Heinämäki

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

Matilda Salminen, +358 40 586 6453, etunimi.sukunimi@tampere.fi

6. Processing of personal data is outsourced on agreement

No

Yes

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



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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:

Personal data, data sources and data disclosure

8. Personal data in the filing system

Categories of data subjects and special categories of personal data

- Contact information of the person: name, email

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

- Postiviidakko PRO
- Encrypted network drive

10. Filing system contains hard copy (paper) material

No

Yes

11. Data sources

Information will be obtained from following sources:

- email
- newsletter subscription form
- registration forms

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.



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13. Disclosure of personal data

Regular disclosure of personal data

No

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/tietosuojaselosteet and are also available at the City registry office.