

Privacy Statement

Online Training Participant Data Register of Suomen Rakennusmedia Oy

(updated 8 Apr 2020)

Information on personal data processing according to Article 14 of the General Data Protection Regulation (EU) No. 2016/679.

1. Name of register

Online training participant data register of Suomen Rakennusmedia Oy

2. Data controller and register contact person

Suomen Rakennusmedia Oy

Contact person:

Heidi Husari, CEO

heidi.husari@rakennusmedia.fi

040 831 2829, 09 129 9249

Eteläranta 10, 00130 Helsinki

3. Groups of data subjects

Data subjects are natural persons participating in online training or contact persons of customers ordering online trainings and contact persons of potential customers.

4. Purpose and basis of personal data processing

The processing of personal data is based on an agreement with the data subject or a legitimate interest of the controller. Only data necessary for the operations are collected from the data subjects.

Personal data are processed:

- for the arrangement of online trainings and communication with the trainee (agreement with the data subject)
- for proving the validity of trainings completed or qualifications obtained, for sale and marketing, design, quality assurance, development, invoicing, customer service provision and technical maintenance of online trainings, for statistics on trainings provided and for monitoring of use of trainings in accordance with user rights and contract conditions (legitimate interest of the controller)
- for the disclosure of data on completed trainings or obtained qualifications to external training or qualifications registers, if such disclosure is either provided for by applicable law or if the data subject has agreed with such disclosure.

5. Regulated sources of data

Data are collected for the purposes of the Privacy Statement:

- from the data subjects, when he/she becomes a customer and registers as a user of the service, when the data subject uses the services, or when another relevant connection is established between the controller and the data subject
- from third parties, such as from employers that have ordered the online training service, to the extent permitted by applicable law for the purposes described in this Privacy Statement.

6. Data contained in the register

- Name and surname
- National identification number/Date of birth
- Tax number
- E-mail address
- Mobile phone number
- User ID
- Name, business ID and address of employer
- Language
- Information on identification of the data subject, time and method of identification
- Date of first login
- Date of last login
- Information on completion of training or obtainment of qualification (name of training/qualification, completion date, results of training, expiry date of completed training/obtained qualification)
- Information on online training ordering and invoicing
- Possible marketing prohibitions
- Communication with customer service

7. Regulated disclosures of data

Data on successfully completed online trainings and obtained qualifications can be disclosed with the consent of data subject to the Taito Competence Register (Taitorekisteri) of Vastuu Group Oy.

The controller may use service providers and subcontractors located in the European Economic Area to process personal data.

The controller may not sell or disclose personal data of trainees to third parties. Data may be disclosed to the authorities within the limits and to the extent permitted by the legislation in force at the time.

8. Data transfer outside the EU or EEA

Personal data are not transferred outside the EU or the EEA.

9. Data storage and protection

The need for storage of personal data in the register is assessed regularly, generally on an annual basis. Unnecessary data are deleted and incorrect data corrected.

The controller's employees and service providers may only use data in the register to the extent required by their duties and responsibilities.

Register data are collected to databases protected by adequate technical and administrative means. The register is protected by user ID, password, and firewall. Unauthorised access to manually processed documents containing data of data subjects has been prevented.

10. Right of inspection

A data subject has the right to know what data about him/her are processed in the register. A data subject may request the inspection of his/her personal data from a contact person designated by the controller.

11. Right to request correction of data, right to request deletion or restriction of processing of data

Under circumstances specified in the EU General Data Protection Regulation, a data subject has the right to request the correction, supplementation or deletion of his/her personal data or restriction of processing of the data.

In the above matters, a data subject must turn to the contact person designated by the controller.

12. Right to object to processing of personal data

A data subject has the right under the EU General Data Protection Regulation to object to processing of his/her personal data for a reason related to his/her specific situation.

13. Right of complaint submission to the Data Protection Ombudsman

A data subject has the right under the EU General Data Protection Regulation and the Finnish Data Protection Act to submit a complaint to the Data Protection Ombudsman regarding the processing of personal data described in this Privacy Statement.