

PRIVACY STATEMENT

Data Protection Statement in accordance with Articles 13 and 24 of the Data Protection Regulation (679/2016/EU) and the Data Protection Act (1050/2018)

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REGISTRANT

Staffing and recruitment agency Kipinä Oy

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Contact person responsible for register's matters

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NAME OF THE REGISTER

Customer register

PURPOSE AND LEGAL BASIS OF PERSONAL DATA PROCESSING

The register processes the contact information of existing and potential customer companies of the registrant or its subsidiaries. Personal data is processed to perform marketing, communication and sales tasks.

The legal basis for the processing of personal data is the legitimate interest of creating and maintaining a customer relationship and the implementation of related contractual relations.

SOURCES OF PERSONAL INFORMATION

The information stored in the register is obtained from public sources or directly from the contact person.

GROUPS OF REGISTERED PERSONS AND PROCESSED PERSONAL DATA

The registered persons are the contact persons of existing and potential customer companies of the Staffing and recruitment agency Kipinä Oy or its subsidiaries.

The personal data to be processed are the name, e-mail address, telephone number and work address of the registered person.

PERSONAL DATA RECIPIENTS AND RECIPIENT GROUPS

The registrant can hand over personal data to other companies in the business group.

RETENTION PERIOD OF PERSONAL DATA

Personal data will be stored as long as necessary to perform the task mentioned in the registration statement.

REGISTER'S PROTECTION PRINCIPLES

The register is protected by both technical and administrative data security measures. Personal data is stored in the Likeit system and the system supplier has protected it with commonly accepted technical means in the industry, such as firewalls and passwords.

Personal data can only be processed by the employees of the registrant or its subsidiaries, whose job description includes their processing. These people have personal user IDs and access rights to use the system.

REGISTERED PERSON'S RIGHTS

The registered person has the following rights according to data protection legislation:

- The registered person has the right to request from the registrant access to personal data concerning him/her and the right to request that the data in question be corrected
- The registered person has the right to request the deletion of personal data
- The registrant has the right to transfer the information he/she has provided from one system to another
- The registered person has the right to request the restriction of the processing of personal data and to object to the processing of personal data
- The registered person has the right to file a complaint with the supervisory authority if he/she considers that the processing of his/her personal data is not in accordance with the law.

Requests must be sent in writing and signed to the register's contact person.