



Notification by controller
to data subject

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

25.5.2018

Personal data register details

1. Name of the register

International invited guests of the Tampere Jazz Happening festival

2. Purpose of personal data handling

Sending invitations to the Tampere Jazz Happening festival and compiling statistics.

3. Controller

City of Tampere, business ID FI02116752

4. Official in charge of the register: name, position and contact details

Minnakaisa Kuivalainen, Executive Director

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. Register contact person and contact details

Minnakaisa Kuivalainen, Executive Director, music@tampere.fi

Tampere Music Festivals, Tullikamarinaukio 2, FI-33100 Tampere

6. Handling of personal data in the register is outsourced on a commission agreement

No

Yes

Further information on outsourced handling if necessary

7. Legal basis for handling of personal data

A)

Public interest / Exercise of official authority

Please specify:

Legal obligation

Governing legislation:

Consent

Performance of a contract

B)

The register belongs to an obligatory function of the public administration

The register belongs to a voluntary function of the public administration

C)

Data in the register are used for automated individual decisions, including profiling

No

Yes

Please specify:





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Personal data, data sources and data disclosure

8. Personal data in the register

Invited guest's name, organisation, home country, e-mail address and year when visited.

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

Excel file

10. The register contains hard copy (paper) material

- No
 Yes

11. Register data sources

Invited guests' e-mail addresses are compiled from public sources or requested from the relevant organisations.

12. Data protection principles

The storage, archiving, deletion and other processing of data are governed by archive accumulation plans, data protection guidelines and information security guidelines. Data entered electronically in the register are protected so that only authorised persons have access to them. Each individual must sign an agreement on the non-disclosure and use of data and information systems when granted user rights.

13. Disclosure of personal data in the register

Regular disclosure of register data

- No
 Yes

Please specify to whom or to what entity:

Grounds for disclosure of data

14. Transfer of register data to a third country or an international organisation (outside the EU or European Economic Area (EEA))

- No
 Yes

Please specify where:

15. Personal data storage period / Criteria for determining storage period

Storage is governed by the City of Tampere file plans

16. Rights of the data subject

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.

