



Notification by controller
to data subject

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

10.9.2018

Personal data register details

1. Name of the register

Participants of the Chorus Review and Contest for Vocal Ensembles at the Tampere Vocal Music Festival.

2. Purpose of personal data handling

Administration of the Chorus Review and Contest for Vocal Ensembles at the Tampere Vocal Music Festival, and communicating with their participants. E-mail addresses are also used for notifying participants of the registration deadlines for future festivals.

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

Eija Koivusalo, producer, music@tampere.fi

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





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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:

Personal data, data sources and data disclosure

8. Personal data in the register

Name of the participating choir or vocal ensemble; contact person's name, phone number, e-mail address, mailing address; for choirs, name of the choir conductor; name(s) of accompanist(s) if any; for vocal ensembles, names of the ensemble members; home city/town of the choir or vocal ensemble; repertoire: title of piece, composer, arranger, author; photo of the choir or vocal ensemble; name of photographer of attached photo.

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

Gest form, Word and Excel files, Newsletter mailing list

10. The register contains hard copy (paper) material

- No
 Yes

11. Register data sources

Participants enter their details themselves when registering using the e-form and when submitting the questionnaire sent to registered participants.

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.





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13. Disclosure of personal data in the register

Regular disclosure of register data

No

Yes

Please specify to whom or to what entity:

Name of the group, name of the choir conductor, name(s) of the accompanist(s), home city/town of the group, repertoire, photo and name of the photographer: these will be published in the festival programme book and on the festival website.

Grounds for disclosure of data:

The Tampere Vocal Music Festival is a public event. The purpose of the programme book and website is to give audiences information about the content of the event. By registering, participants agree to the publication of the aforementioned data. Photographers must be credited under copyright legislation.

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 archive accumulation plan.

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/tietosuoja/asetteet and are also available at the City registry office.

