

Customer and Stakeholder Register Privacy Statement

1. Controller

Telinekataja Oy
Business ID 0100315-8
PL 1 (Pihatörmä 1B), 02241 Espoo
Phone +358 207 932 500
Email info@telinekataja.fi
(hereinafter "we" or "Telinekataja")

2. Contact Person for Register Matters

Nelli Salminen
PL 1 (Pihatörmä 1B), 02241 Espoo
Phone +358 40 774 7178
Email nelli.salminen@telinekataja.fi

3. Register Name

CUSTOMER AND STAKEHOLDER REGISTER

4. What are the legal basis and purpose of processing personal data?

The legal basis for processing personal data is the legitimate interest of the company based on customer relationship or other relevant connection, the performance of a contract, or the consent of the data subject.

The purpose of processing personal data is:

- delivering and developing our products and services related to scaffolding and weather protection business, and fulfilling our contractual and other commitments,
- managing our customer relationships,
- analyzing and profiling the behavior of customers or other registered individuals,
- direct marketing and electronic direct marketing,
- targeting advertisements on our own and other parties' websites.

5. What information do we process?

In connection with the customer register, we process the following personal data of customers or other registered individuals, such as trainees:

- basic information of the registered individual such as name, profession, date of birth, customer number and/or other identifying information, native language, photograph;
- contact information of the registered individual such as email address, phone number, address details, IP address;
- information regarding the company and its contact persons such as business ID and names and contact information of contact persons;
- information regarding the customer relationship and contract such as information on past and current contracts and orders, other interaction information;
- information collected in connection with events such as hobbies, clothing size, food allergies.

6. Where do we obtain information?

We primarily obtain information from the following sources: for example, from the registered individual themselves, authorities, credit information companies, providers of contact information services, providers of marketing register services, and other similar reliable sources.

In addition, personal data may be collected and updated from publicly available sources and from authorities or other third parties based on information received within the limits of applicable legislation as described in this privacy statement. Such data updating is carried out manually or by automated means.

7. To whom do we disclose and transfer data and do we transfer data outside the EU or EEA?

We have outsourced our ERP system as well as direct marketing and electronic direct marketing to external service providers who process personal data on our behalf and on our behalf.

We transfer personal data outside the EU/EEA area. In the transfer of personal data, we have ensured appropriate safeguards in accordance with the General Data Protection Regulation of the EU (EU 2016/679, "GDPR") such as the EU-U.S. Privacy Shield or other EU Commission approved protection mechanisms.

8. How do we protect the data and how long do we retain it?

Only our employees who, by virtue of their duties, are entitled to process customer data have access to the system containing personal data. Each user has their own username and password for the system. The data is collected in databases that are protected by firewalls, passwords, and other technical means. The databases and their backups are located in locked premises and only certain pre-designated individuals have access to the data.

We retain personal data for as long as necessary for the purpose of using the personal data. We regularly assess the need to retain data in accordance with applicable legislation. In addition, we take reasonable measures to ensure that outdated or inaccurate personal data incompatible with the purposes of processing are not stored in the register. We correct or delete such data without delay.

9. What are the rights of the data subjects?

Data subjects have the right to access the personal data concerning them stored in the personal data register and to request correction or deletion of the data. Data subjects also have the right to withdraw their consent or change it.

In accordance with the GDPR (as of May 25, 2018), data subjects have the right to object to or request restriction of processing and to lodge a complaint with the supervisory authority regarding the processing of personal data.

For specific personal reasons, data subjects also have the right to object to profiling and other processing actions directed at them when the basis for processing is our customer relationship with the data subject. In connection with the request, the data subject must specify the specific situation on which the objection to processing is based. As the controller, we may refuse to implement the request for objection only on legal grounds.

Data subjects have the right to object to processing, including profiling, related to direct marketing at any time and free of charge.

10. Contact

All inquiries and requests regarding this statement should be made in writing or in person to the contact person specified in section two (2).

11. Changes to the Privacy Statement

If we change this statement, we will make the changes visible in the statement with dates. If the changes are significant, we may also inform about them in other ways, such as by email or by posting a notice on our website.