

## [When you visit the Ministry of Transport and Communications or attend events organised by the Ministry](#)

### [Data controller and the purposes of processing personal data](#)

When you participate in events organised by the Ministry of Transport and Communications or events organised at our premises, the Ministry collects some of your personal data in advance. Your personal data will be processed for the purpose of organising events appropriately and other cooperation and to ensure our common security (access control and preparedness for rescue operations). Depending on the event, the Ministry of Transport and Communications may also be required to store some of your data related to the transparency of the use of government funds.

The Prime Minister's Office is responsible for the camera surveillance of the premises of the Ministry of Transport and Communications, because one of its duties is the administration of the ministries' premises and related services (Government Decree on the Prime Minister's Office, Section 1). The related data protection statement is available on the website of the Prime Minister's Office: <https://vnk.fi/en/data-protection>.

### [Legal basis for personal data processing](#)

You must be able to prove your identity when arriving at our premises. Advance collection of data and proof of identity to ensure collective security are based on a statutory obligation that the Ministry of Transport and Communications must comply with (Article 6(1)(c) of the EU General Data Protection Regulation, section 8 of the Occupational Safety and Health Act).

Storage of your data after your visit for cooperation purposes is based on the performance of the public interest task of the Ministry of Transport and Communications (section 4 of the Data Protection Act). If your name and organisation must be included in the accounting materials, the storage of this data is based on section 46 of the Government Budget Decree.

Request for dietary information is based on consent (Article 6(1)(a) of the EU General Data Protection Regulation).

### [Data collected](#)

During a typical visit, only your name, organisation, email address, and possibly, phone number will be recorded. In some cases, a job title or position is also recorded and, if necessary, information about dietary requirements that you have disclosed.

### [Recipients of personal data](#)

When you visit the premises of the Ministry of Transport and Communications or other government premises, your data will be processed on behalf of the government by Senate Properties Ltd and its subcontractor Avarn Oy. Other personal data processors are also used for events organised outside government premises. These service providers have contractually agreed to process personal data only in accordance with the instructions they have received and to comply with the data security requirements during the processing of data.

When we organise events and send invitations, a third party may provide an event management tool through which registrations can be submitted (for example, Webropol or Lyyti).

Your data will not normally be disclosed outside the government unless the venue needs the data for its own security regulations. For some training events, seminars and similar events, the list of

attendees may be shared with other participants for networking and other cooperation in order to perform a public interest task, unless you have objected to sharing your data. For projects funded by the European Union, the names can be submitted to the European Commission.

If data on visitors form a participant list or other document of the public authority, as a rule, it is a public document. Everyone has the right to obtain information on public documents as laid down in the Act on the Openness of Government Activities. In exceptional cases, the lists of participants at international meetings, for example, may be kept secret in accordance with the Act on the Openness of Government Activities.

#### [Transfer of personal data to a third country or to an international organisation](#)

In the case of a normal visit or other event without international connections, your data will not be transferred outside the European Union or the European Economic Area (EEA) or to international organisations.

#### [Planned time limits for erasure of personal data](#)

When the event takes place on government premises, your data will be stored in the Senaattila facility booking system until the day of your visit. For regular events, the lists of participants and their contact details will be stored in a separate system until the next corresponding event with a similar topic is organised. In accordance with the government data management plan, data on lists of participants for certain events may be stored for ten years or permanently. These include events hosted by the minister, or any other functions organised by the Ministry that are regarded as highly important.

The Ministry of Transport and Communications also adheres to good governance and transparency in the use of government resources. If catering, such as coffee or lunch, is provided, your name and organisation may be included in our accounting material, depending on the number of participants and the type of catering provided. This is the policy for official functions at least. We store receipts in our accounting system normally for six years from the end of the year of the visit. For projects funded by the European Union or for other externally funded projects, the storage period may be affected by different requirements of the sponsor, which may arise from EU legislation or an obligation or agreement concerning the Ministry of Transport and Communications.

Information on dietary requirements will be erased immediately after the event. More detailed information on the processing and storage times related to each visit is available from the officials organising the event or from the Data Protection Officer of the Ministry of Transport and Communications.

#### [Rights of data subjects](#)

You always have the right to request access to your personal data, to request rectification or erasure of your personal data and restrict the processing of your data. After the visit, you also have the right to object to the storage of your data on the basis of your specific personal situation at any time. In such cases, the Ministry of Transport and Communications will erase your personal data, unless there are compelling legitimate grounds for storing the data that override your interests, rights and freedoms, or if the data are necessary for the establishment, exercise or defence of legal claims. When information about your name and organisation must be included in the accounting material, you cannot object to the storage of your data.

You always have the right to lodge a complaint concerning the processing of your personal data with a supervisory authority, that is, the Data Protection Ombudsman. **More information:** <https://tietosuoja.fi/en/home>).

For more information on the rights of the data subject and the processing of personal data by the services of the Ministry of Transport and Communications, please check <https://www.lvm.fi/tietosuoja>

(Data Protection Practices of the Ministry of Transport and Communications) or contact the Data Protection Officer of the Ministry of Transport and Communications at tietosuojavastaava@lvm.fi.