

Description
27.12.2022

Privacy Policy, EU General Data Protection Regulation

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

The Ministry of Transport and Communications organises events for external visitors both in and outside the Ministry's premises. In addition, it arranges different virtual events

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 in order to ensure smooth arrangements, including registration, special diets and communication, as well as to ensure other forms of cooperation and our common safety and security (access control and preparedness for rescue operations). The purposes for processing personal data include informing about the event, collecting feedback and communicating at the event. For example, stakeholders' views on the subject matter may be mapped at the event in order to use them as a basis for further work on the matter.

Depending on the event, the Ministry of Transport and Communications may be required to store some of your personal data due 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/tietosuoja>.

Legal basis for processing personal data

When you take part in the events arranged by the Ministry of Transport and Communications, the processing of personal data is necessary for the performance of a task carried out in the public interest (Article 6(1)(e) of the EU General Data Protection Regulation and section 4 of the Data Protection Act).

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).

After your visit, storage of your data 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 bookkeeping material, the storage of this data is based on section 46 of the State Budget Decree.

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

Data collected

The information is collected of the visitors to the Ministry and participants of events organised by the Ministry or at its premises, including stakeholders and journalists.

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

The Ministry's events may be recorded on video or streamed. Photos may be taken at the events. Personal data to be collected include the photos and video and voice recordings. The material may be used for communications purposes, like sharing information about the event. However, it will never be used for commercial purposes.

If an event is streamed online or recorded, it will be announced in the registration form or invitation or at the event itself. As a rule, the audience will not be photographed or filmed. The possibility of people, other than the presenter, appearing in a live webcast or recording will be informed of before the start of the webcasting or recording. The area to be covered by the webcast or recording will be announced, too. The recordings may be published in the Ministry's communication channels, such as Youtube account. However, the place of storage will be told specifically in the registration form, invitation or at the event itself.

The Ministry will also process personal data that may appear in the course of the conversation at the event. For example, in a virtual event, the participants may ask questions, and the name, organisation and voice recording of the participant may be stored.

Recipients of personal data

When you visit government premises, including the Ministry of Transport and Communications, your data will be processed on behalf of the government by Senate Properties Ltd and its subcontractor Avarn Oy. Other processors are also used for events organised outside government premises. These service providers have contractually agreed to process personal data 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 its services, such as 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 event venue needs the data for the purposes of its own security regulations. In certain training events, seminars and other similar events, the list of participants may, for the performance of a task of carried out in the public interest, be shared with other participants for networking and other cooperation purposes, unless you have objected to sharing your data. In the context of projects funded by the European Union, the names can be submitted to the European Commission.

If the visitor data form a participant list or another official document, it is, as a rule, 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 in an international meeting, for example, may be kept secret under 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 another event with no international connections, your data will not be transferred outside the European Union or the European Economic Area 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 the participants' 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 participants in certain events may be stored for ten years or permanently. These include events hosted by a minister, or any other functions organised by the Ministry that are regarded as highly important. Other information related to the communication and cooperation purposes will be stored for a period required for the particular purpose.

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 bookkeeping material, depending on the number of participants and the type of catering provided. This is the policy for official functions at least. We normally store receipts in our accounting system 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.

Data subject's rights

You always have the right to request access to your personal data and 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 at any time on the basis of your specific personal situation. 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 the processing is based on consent, you have the right to have your data transmitted from one system to another provided that this is technically feasible. When information about your name and organisation must be included in the accounting material, you cannot object to the storage of your data.

The data subject has the right to withdraw his or her consent at any time. However, that may have an effect on the provision of special diets.

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

For more information on the rights of the data subject and the processing of personal data in the services of the Ministry of Transport and Communications, please consult <https://www.lvm.fi/tietosuoja> (mostly in Finnish) or contact the Data Protection Officer of the Ministry of Transport and Communications at tietosuojavastaava.lvm@gov.fi.