



Privacy Policy
EU General Data Protection Regulation (2016/679)
04/08/2023

City of Helsinki Register of Participants in Internal Courses and Training

1. Controller

City of Helsinki / City Board

2. Person in charge of the register

Job title

City Executive Office / Human Resources / Human Resources Director

According to a decision by the City Board (7 March 2022 § 182) on the tasks and responsibilities concerning registers in the City Executive Office, the Human Resources Director is in charge of the register.

3. Contact person for the register

Job title

City Executive Office / Human Resources / Management, learning and workplace culture / Consultant

Contact information

City of Helsinki, Registry Office, PO Box 10 (Pohjoisesplanadi 11–13), 00099 City of Helsinki

4. Purposes of the processing of personal data and legal basis for the processing

Purposes of the processing

Management of the data of people who have participated in courses and events arranged by the City's central administration, divisions and city companies.

Legal basis for the processing

Article 6, paragraph 1 a of the EU General Data Protection Regulation: The data subject has given consent to the processing of his or her personal data for one or more specific purposes.

Article 6, paragraph 1 b of the EU General Data Protection Regulation: Processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

Essential legislation

- EU General Data Protection Regulation (679/2016)
- Data Protection Act (1050/2018)
- Act on the Protection of Privacy in Working Life (759/2004)

5. Data content of the register

Identification and contact information of the data subject.

Additionally, some parts of evaluation and feedback data, answers to questionnaires and contact notes.

6. Regular disclosures of personal data

If the data subject has signed up, but does not show up for the event, this can be reported to the person's supervisor.

Data contained in the register is not transferred outside the EU or the EEA.

7. Data storage periods

Five years or until the end of the employment relationship (later date).

8. Sources of personal data

The personal data is acquired from the City of Helsinki personnel administration's register.