



Privacy policy

EU General Data Protection Regulation (2016/679)

12.6.2020

## **Customer register of the legal services**

### **1. Controller**

City Board. The controller duties have been delegated to the general counsel (Helsinki City Board decision, 20 April 2020, § 247).

### **2. Person in charge of the register**

#### **Title**

The general counsel

### **3. Contact person for the register**

#### **Title**

The legal services assistants

#### **Contact information**

City of Helsinki, Registry, P.O.B. 10 (Pohjoisesplanadi 11–13), 00099 City of Helsinki

## **4. Purposes of the processing of personal data and the legal grounds for the processing**

### **Purposes of the processing**

The purpose of the processing of personal data is to address legal mandates. Personal data is processed for the exercise of and response to legal claims, and for counselling and assisting the City's divisions, departments and municipally owned companies on legal matters.

### **Legal grounds for the processing**

Article 6, paragraph 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.

Article 6, paragraph c of the EU General Data Protection Regulation: processing is necessary for compliance with a legal obligation to which the controller is subject.

Article 6, paragraph f of the EU General Data Protection Regulation: processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party.

Article 9, paragraph 2 f of the EU General Data Protection Regulation: processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity.

Article 10 of the EU General Data Protection Regulation when processing personal data relating to criminal convictions and offences.

### **Essential legislation**

- EU General Data Protection Regulation (679/2016)
- Data Protection Act (1050/2018)

- Local Government Act (410/2015)
- Act on the Openness of Government Activities (621/1999)
- Special legislation relating to mandates.

## **5. Data content of the register**

The name, address, phone number, other contact information, personal identity code and other personal information needed according to the nature of the mandate.

The register can contain sensitive data, such as data concerning the state of health of the data subject as well as data concerning criminal convictions and offences or data concerning measures of their protection.

## **6. Regular disclosures of personal data**

Personal data is disclosed to criminal investigation authorities and courts in connection with procedures, and to the enforcement authorities for implementing measures.

Data contained in the register is not transferred outside the EU or the EEA, except if the matter concerns recovery of claims outside the EU or the EEA.

## **7. Data storage periods**

Data in connection with tax reduction matters is stored for six years after the mandate has ended.

Private persons' debt adjustment matters, with a confirmed payment scheme, are stored for three years after the scheme has ended.

If the mandate includes a deed of gift or a testament, which substantiates grounds for the City's acquisition, the data related to the mandate will be stored permanently.

Old settlements of successions, which have become pending before 2009, and mandates relating to escheats also include data which is to be stored permanently.

Other data in the register is stored for five years after the mandate has ended.

## **8. Sources of personal data**

The data is acquired by the clients within the City group, the preliminary investigation and judicial documents as well as the national information system for the administration of justice.

If need be, the data is checked in the Finnish population information system.