



Privacy Policy

EU General Data Protection Regulation (2016/679), Articles 13 and 14

Processing of Personal Data in the Register of Preparedness Duties

Controller

Helsinki City Board In accordance with Section 182 of a 7 March 2022 decision by the City Board on the responsibilities and duties related to the maintenance of registers at the City Executive Office, the controller of the register is the senior local government official or a person appointed by him or her. For the processing of personal data in relation to preparation duties, the controller is the Head of Security and Preparedness, as appointed by the Chief Strategy Officer.

Why and on what grounds do we process your personal data?

We process your personal data to carry out civil defence duties, to draw up preparedness plans and to make advance preparations for operations in emergency situations.

In accordance with Article 6(1)(e) of the EU General Data Protection Regulation, the processing is necessary for the exercise of official authority vested in the controller in the:

- Emergency Powers Act 1552/2011, Section 12
- Rescue Act 379/2011, Section 65(2), and
- Rescue Act 379/2011, Section 92 (1)

What personal data do we process?

We process the following personal information:

- name
- organisation, division, department and unit

- job title / role
- email
- past and future attendance in training courses related to emergency preparedness and civil defence
- job associated with the preparedness duty, and
- placement associated with the preparedness duty.

If you, in your role as a contact person, have reported personal information to the register on someone else's behalf, we will process the following personal information about you:

- name
- organisation, division, department and unit
- job title / role, and
- email.

Where do we get your personal data from?

The personal information on you has been supplied by you. Another person (*contact person*) can also report your personal information to the register on your behalf.

To whom do we disclose or transfer your personal data?

The data in the register can be disclosed without breaching confidentiality regulations to the Rescue Service, rescue authorities, the Emergency Response Centre and the authorities maintaining the preparedness register, for the purpose of rescue operations and their planning (Rescue Act 379/2011, Section 92(4)). The information is disclosed only if one of the above-mentioned entities requests the data.

In some cases, the City may outsource the processing of your personal data to an external system supplier or service provider under a special assignment agreement.

The following central system providers process personal information:

- Fujitsu
- Webropol, and
- SSH.

The processing of personal data takes place on behalf of and for the benefit of the city, and fulfil a purpose specified by the city. The City of Helsinki remains the data controller for your personal data. The city and the service provider are jointly responsible for the correct processing of your personal data.

Will your personal data be transferred outside the EU or EEA?

Personal data will not be transferred outside the EU or the EEA.

How long do we store your personal data?

Your personal data is stored for as long as you are assigned to a task required by the preparedness duty. If you, in your role as a contact person, have reported another person's data to the register of preparedness duties, we will store your personal information for half a year from the date of delivery.

The personal data in the register of preparedness duties are checked at least every five years from the date the entry was made or checked (Rescue Act 379/2011, Section 92(4))

Automated decision-making and profiling

The data is not used for automated decision-making or profiling.

Your rights with regard to the processing of your personal data

The rights of the data subject and instructions for exercising them can be found at:

<https://www.hel.fi/en/decision-making/information-on-helsinki/data-protection-and-information-management/data-protection/rights-of-data-subjects-and-exercising-these-rights>

Right to access data (right of access by the data subject, Article 15)

You have the right to know what personal data about you is being processed and stored. The City of Helsinki will provide the information without undue delay, at the latest within one month of receiving the request. If necessary, this period may be extended by a maximum of two months if the request is of exceptional scope and complexity. If the deadline is extended, the city will notify the person who has requested the information of this within one month of receiving the request and state the reasons for the delay.

If the city does not agree to the request to provide the information, it will notify you of this no later than one month after receipt of the request. The city will also state the reasons for the refusal unless this compromises the purpose of the refusal. You will also be informed at this time of the possibility of lodging a complaint with a supervisory authority and seeking other legal remedies.

Right to rectification of data (Article 16)

You have the right to demand that the City of Helsinki rectifies imprecise and inaccurate person data without undue delay. In addition, you have the right to complete incomplete data. Whether the data is incomplete will be determined by taking into account the purpose of the processing of personal data.

If the city does not accept your demand for rectification, it will issue a written certificate stating the reasons for the refusal. You will also be informed at this time of the possibility of lodging a complaint with a supervisory authority and seeking other legal remedies.

Right to restriction of processing (Article 18)

In certain situations, you may have the right to request that the processing of your personal data be restricted for a period of time, until your data has been reviewed and duly rectified or completed. Such a situation could be, for example, if you dispute the accuracy of your personal data, in which case the processing of your data will be suspended until the city verifies its accuracy.

Right to lodge a complaint with a supervisory authority (Article 77)

You have the right to lodge a complaint with a supervisory authority if you consider that the processing of your personal data violates the EU General Data Protection Regulation (EU) 2016/679. You also have the right to exercise other methods of administrative appeal and legal remedies.

[Office of the Data Protection Ombudsman](#)

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Telephone exchange: +358 29 56 66700

Whom can I contact if I have questions about data protection?

Contact person:

City Executive Office's Security and Preparedness Team, turva@hel.fi

Person responsible

City Executive Office's Head of Security and Preparedness Minna Liimatainen

Contact information

City of Helsinki, Registry Office, PO Box 10 (Pohjoisesplanadi 11–13), 00099 City of Helsinki +358 9 310 1691 (telephone exchange)

Contact information of the data protection officer

City of Helsinki's Data Protection Officer

tietosuoja@hel.fi

+358 9 310 1691 (telephone exchange)

This Privacy Policy has been updated on 23 February 2026.