

## Privacy Policy

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

## Youth services membership data file

### Controller

The Culture and Leisure Committee delegated the controller's tasks to the Director of Youth Affairs on 27 March 2018, Section 71.

### Why do we process your personal data and on what legal basis?

The member registration service is an online digital service that allows Helsinki Youth Services to manage the administration of membership of youth centers and other activities offered to young people and the administrative actions of various events.

### Purpose of the processing activity

The purpose of the data file is to organise youth services and communicate about them.

### Legal basis of processing

The legal basis is Article 6(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.

### Essential legislation

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

## **Which personal data do we process?**

Data subject: name, date of birth, service language, telephone number, address, e-mail, school, class, language spoken at home.

Data of the data subject's guardian in the case of a person under the age of 18: name, telephone number, e-mail address.

Photography consent: data subject over 15 years of age.

Guardian's photography consent: data subject under 15 years of age.

## **How do we collect personal data?**

Personal data is obtained directly from the data subject and from their guardian.

## **To whom do we disclose your personal data?**

No regular disclosures of data.

## **Processors of personal data**

The city can outsource (in order to implement its services) the processing of your personal data to an external system supplier or service provider with a separate assignment agreement. In this case, personal data is processed on behalf and on behalf of the city, and to fulfill the purpose determined by the city. The city remains the registrar of your personal data. The city and the service provider are jointly responsible for the appropriateness of the processing of your personal data.

## **Is your personal data transferred outside of the EU or EEA?**

No data disclosures, including outside the EU or EEA. Anonymous disclosures for statistical purposes.

## **How long do we keep your personal data?**

Personal data is retained for one calendar year after the data subject's membership has ended. The membership ends at the end of the period of operation. A period of operations runs from 1 September to 31 August of the following year.

Sensitive information (e.g. allergies or other medical information) collected when registering for various events (camps, excursions, etc.) is stored for 30 days after the event.

## **Automated decision-making and profiling**

The processing of personal data does not involve automated decision-making and profiling.

## **Rights concerning the processing of your personal data**

Rights of data subjects and instructions on how to exercise them can be found from:

<https://www.hel.fi/fi/paatoksenteko-ja-hallinto/tietoa-helsingista/tietosuoja-ja-tiedonhallinta/tietosuoja/rekisteroidyn-oikeudet-ja-niiden-toteuttaminen>

### **Right of access, Article 15**

You have the right to know whether your personal data is processed and what data is stored about them. 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 time limit is extended, the city will inform the person requesting the information of this within one month of receiving the request, as well as of the reasons for the delay.

### **Right to rectification, Article 16**

You have the right to demand that the city rectify imprecise and inaccurate personal data concerning you without undue delay. In addition, you have the right to the supplementation of incomplete information. Any incompleteness of the data will be resolved by taking into account the purpose of the processing of personal data in the register. If the city does not

accept the person's demand for rectification, it will issue a written certificate stating the reasons the demand was not accepted. The possibility of lodging a complaint with a supervisory authority and of seeking other remedies is also mentioned in connection with the certificate.

## **Right to erasure, right to be forgotten, Article 17**

In some exceptional cases – for example, if the processing of data has been based on the person's consent and the person withdraws their consent – the person has the right to have their data erased, or in other words, to be forgotten. If the city does not accept the person's demand for erasure, it will issue a written certificate stating the reasons the demand was not accepted. The possibility of lodging a complaint with a supervisory authority and of seeking other remedies is also mentioned in connection with the certificate. The right to erasure does not exist if the processing is based on compliance with the city's statutory obligation, or it is related to the performance of a task carried out in public interest or the exercise of public authority vested in the city.

## **Right to restriction of processing, Article 18**

In certain situations, a person may have the right to request that the processing of their personal data be restricted until their data has been duly checked and corrected or supplemented. Such situations include a person denying the accuracy of their data, in which case the processing of their data is restricted for the time the city checks their accuracy.

## **Right to data portability, Article 20**

A person has the right to transfer their personal data from one controller to another if they have themselves provided the controller with their personal data, and the processing of the data is based on consent or a contract, and the processing is carried out automatically. This right does not apply to processing that is necessary for the performance of a task carried out in the public interest or in the exercise of an official authority vested in the city.

## **Right to object, Article 21**

A person has the right to object at any time on grounds related to their personal situation to the processing of their personal data where the processing is based on the performance of a task carried out in the public interest or in the exercise of an official authority vested in

the city. In this case, the data may be further processed only if there is a substantial and justified reason for the processing that can be demonstrated by the city. The processing may also continue if the processing is necessary for the establishment, exercise or defence of legal claims.

## **Right to lodge a complaint with an authority, Article 77**

A person has the right to lodge a complaint with the supervisory authority, in particular in the Member State of their habitual residence, place of work or place of the alleged infringement, if they consider that the processing of personal data concerning them infringes the EU General Data Protection Regulation. In Finland, this supervisory authority is the Data Protection Ombudsman. In addition, a person has the right to exercise other administrative and judicial remedies.

## **Notifying the supervisory authority**

You can notify the supervisory authority if you suspect that the processing of your personal data is in violation of data protection regulations. In addition, you have the right exercise other administrative and judicial remedies.

### [Office of the Data Protection Ombudsman](#)

Visiting address: Lintulahdenkuja 4

Postal address: PL 800, 00531 Helsinki

Email: [tietosuoja@om.fi](mailto:tietosuoja@om.fi)

Switchboard: 029 56 66700

## **How can you contact us for questions related to data protection?**

### [kuva.tietosuoja@hel.fi](mailto:kuva.tietosuoja@hel.fi)

### **Contact person**

Head of the Unit, Maunula Youth Work

### **Contact information**

City of Helsinki, Registrar's Office, P.O.Box 10 (Pohjoisesplanadi 11-13), 00099 City of Helsinki

## **Contact information of Data Protection Officer**

Data Protection Officer of City of Helsinki

[tietosuoja@hel.fi](mailto:tietosuoja@hel.fi)

09 310 1691 (switchboard)

This privacy notice has been updated on 8/12/2025.