



## Register description

1. Name of the register	Customer register for rental housing tenant selections
2. Controller	<p>The Urban Environment Committee. The controller's duties have been delegated to the director of customer relations. Urban Environment Committee's decision 15 May 2018 HEL 2018-004277.</p> <p>Sörnäistenkatu 1 PO Box 58231 FI-00099 City of Helsinki</p>
3. Person in charge of the register	Housing Services Unit Manager
4. Contact person for the register	Housing Agency Team Manager
	<p>Contact Information: Urban Environment Division Sörnäistenkatu 1 PO Box 58234 FI-00099 CITY OF HELSINKI</p>
5. Purposes of processing personal data and legal basis for the processing	<p>Personal data in the register is processed for the purpose of making tenant selections for rental housing units owned by the City of Helsinki.</p> <p>Legal basis for the processing: Point (a) of Article 6 (1) of the EU General Data Protection Regulation: the data subject has given consent to the processing of his or her personal data.</p> <p>Relevant legislation:</p> <ul style="list-style-type: none"><li>- EU General Data Protection Regulation (679/2016)</li><li>- Data Protection Act (1050/2018)</li><li>- Act on State-subsidized Housing Loans (ARAVA Act) (1189/1993)</li><li>- Act on the Use, Assignment and Redemption of State-Subsidized (ARAVA) Rental Dwellings and Buildings (1190/1993)</li><li>- Act on Interest Subsidy for Rental Housing Loans and Right of Occupancy Housing Loans (604/2001)</li><li>- Act on Short-term Interest Subsidies for Rental Housing Construction Loans (574/2016)</li><li>- Act on Part-Ownership Dwellings Financed with Interest Subsidy Loans (232/2002)</li><li>- Act on Real Estate and Housing Agency Services (1074/2000)</li><li>- Administrative Procedure Act (434/2003)</li></ul>



	<ul style="list-style-type: none"> <li>- Act on the Openness of Government Activities (621/1999)</li> <li>- Decree on State-subsidized Housing Loans (ARAVA Decree) (1587/1993)</li> <li>- Government Decree on the Selection of Tenants for State-Subsidised (ARAVA) and Interest-Subsidy Rental Dwellings (166/2008)</li> <li>- Government Decree on Short-term Interest Subsidies for Rental Housing Construction Loans (603/2016)</li> <li>- Decree of the Ministry of the Environment on the Public and General Application Procedure for State-Subsidised (ARAVA) and Interest-Subsidy Rental Dwellings (182/2003)</li> <li>- Decree of the Ministry of the Environment on the Application Form for State-Subsidised (ARAVA) and Interest-Subsidy Rental Dwellings and Its Appendices (904/2006)</li> </ul>
<p>6. Information content of the register</p>	<p>Applicant's and co-applicant's personal information:</p> <ul style="list-style-type: none"> <li>- name</li> <li>- personal identity code</li> <li>- municipality of residence</li> <li>- civil status</li> <li>- nationality</li> <li>- EU citizenship or residence permit type</li> <li>- native language</li> <li>- level of education</li> <li>- address</li> <li>- telephone number</li> <li>- e-mail address</li> <li>- information of other residents</li> <li>- information about a certificate of pregnancy and the estimated due date (only for ARA).</li> </ul> <p>Income and financial information:</p> <ul style="list-style-type: none"> <li>- The applicant's, the spouse's or unmarried partner's or other household members' current monthly income before tax (€/month)</li> <li>- primary basis for the income</li> <li>- if the basis for the income is work or studies: the employer/educational institution and the start date</li> <li>- net worth (only for ARA)</li> <li>- homeless as of (only for ARA).</li> </ul> <p>Health-related information is processed as information pertaining to certain categories of persons. Health information is requested when necessary in cases in which it can be considered to affect the need for housing.</p> <p>The processing is permissible based on Point (a) of Article 9(2) of the EU General Data Protection Regulation.</p>
<p>7. Statutory disclosure of personal data</p>	<p>Personal data is only disclosed for signing a lease agreement with the company responsible for leasing the housing unit in connection with a housing offer.</p>



	Data in the register is not transferred outside of the EU or EEA.
8. Data retention periods	The data is retained for three years after housing has been received or the application has expired.
9. Information sources for personal data	<p>The personal data is obtained primarily from the company responsible for leasing the housing unit, the Helsinki municipal register and the Population Register. If necessary, the data is complemented with information requested from the housing applicant.</p> <p>The tenant selection register is also integrated into the credit system of Suomen Asiakastieto Oy.</p> <p>If necessary, data related to the customer can be obtained manually or electronically from other authorities and service producers based on either the customer's consent or law.</p>