



INFORMATION TO THE UNDERTAKING UNDER THE PRIVACY REGULATION

Name of the register

Employee- and volunteer worker register

Registrar

Name	Kainuun Liikunta ry
Company ID	0996337-2
Address	Kisatie 28, 87250 Kajaani, Finland

Contact person for matters relating to the Register

Name	Teemu Takalo, CEO
Telephone	+358 (0)44 532 5921
Email	teemu.takalo@kainuunliikunta.fi

Purpose and legal basis for processing personal data

Kainuun Liikunta ry is a provincial sports and sports development, cooperation and service organization. Its members are the municipalities and sports clubs of Kainuu region, several provincial sports and public health organizations and educational institutions. The operating area of Kainuun Liikunta is the province of Kainuu; its eight municipalities (Hyrnsalmi, Kajaani, Kuhmo, Paltamo, Puolanka, Ristijärvi, Sotkamo, Suomussalmi) and Vaala.

Kainuun Liikunta ry is a registered non-profit association in Finland. Personal data is collected for a specific, explicit and legitimate purpose. Information is collected for the purpose of maintaining a register of employees and volunteerworkers and for carrying out their statutory duties, so that the processing of personal data is based on the fulfillment of statutory obligations, the consent or the legitimate interest of the controller.

The groups of personal data in the Register

The register contains personal information about the association's employees, apprentices and volunteerworkers, including name, personal identification number, address, domicile, email address, telephone number, account number and trade union membership information, as well as other information necessary to fulfill the employer's responsibilities.

Statutory sources of information

Customer register information is collected from the customer him/herself or from the authorities.

Statutory deliveries of information

The register may be used to transfer personal data (such as name, personal identification number, home address, domicile and account number, and other required or legal information) of employees, trainees and volunteer workers to the authorities in Finland, auditors, insurance companies, employers' associations, Statistics Finland, project financiers. In addition, the register information can be transferred to a designated processor of personal data, such as a payroll program with which Kainuun Liikunta has an agreement on the processing of the data.

Transmission of data outside the EEA

Data is not transmitted outside the EEA.

Profiling and automatic decision making

Profiling and automatic decision making is not done with the information of the register.

Place of the storage and storage period

Personal data is kept technically secure on a server located on the EU area or outside the EEA by service providers that are approved under the Privacy Shield Policy. Data protection is provided by the user ID - password method. User IDs will be handed over to Kainuun Liikunta's staff. Manual material will only be printed if needed and will be kept in the locked cabinet at Kainuun Liikunta's premises. Only authorized persons can

process the data. Manually processed materials will be properly destroyed after processing. Personal data will be kept for as long as it is necessary to enable the participant to register and the related event to be organized. The data will be deleted when the retention time specified above has elapsed.

Rights of the registered person

The registered person has the right to check his/her personal data that is stored in the register. The registered person has the right to require the registrar to correct any incorrect information about him/her. The registered person has the right to require the registrar to remove personal data relating to him/her or to ask to stop the processing of his/her personal data if there is no longer any ground for the data processing. The registered person has the right to oppose the processing, marketing and profiling of his/her personal data.

The registered person shall have the right to receive his/her personal data which he/she has provided to the register, in a generally used and machine-readable form, and the right to transfer such data to another registrar. Requests for the use of registered rights must be submitted in writing and signed to the register's contact person. The registered person shall also have the right to make a complaint to the supervising authority in the member state in which he or she is a resident or working or where the alleged violation of the Data Protection Regulation has occurred.

The right of Kainuun Liikunta to change this Privacy Statement

We are constantly developing our services and operations, so our services can change. Whenever something changes, we will update this report as needed. In addition, changes in legislation may force us to change or refine this privacy statement.