



Privacy notice: Turku UAS' newsletters, emails and stakeholder activities

This is a privacy notice, which is based on articles 13 and 14 of EU's General Data Protection Regulation.

Controller

Turku University of Applied Sciences Ltd

Joukahaisenkatu 3 FIN-20520 Turku

Telephone exchange +358 2 263 350

kirjaamo@turkuamk.fi

Person in charge and contact persons

Mari Hartemo, Brand Manager

Contact information of the Data Protection Officer

Harri Kilpiö, Data Protection Officer (Turku UAS), +358 50 598 5830

Please contact in all data protection related matters: tietosuoja@turkuamk.fi

The messages sent to this address are processed by the Data Protection Officer (DPO) and a data protection specialist working with them and as their substitute.

Purpose of processing personal data

Processing of personal data related to companies:

We process contact information of companies and persons linked to those companies in order to carry out and manage offers, orders and invoicing, conduct customer communication, and send newsletters. The legal basis is legitimate interest or contract.

Processing of personal data of individuals:

We process your data if you have subscribed to our newsletters, participated in continuing education or other paid training, purchased services, or expressed interest in receiving marketing content regarding our services (e.g., Master School, Open UAS, or continuing education). For individuals, the processing of personal data is based on consent.



Processed categories and storage times of personal data

Company-related data and retention periods:

- Company name, business ID and other basic information
- Contact persons linked to the company (name, email address, phone number, job title, postal address)

If a company contact person has had no cooperation with Turku UAS for three years, their personal data will be deleted as unnecessary. If a contact person unsubscribes from newsletters or other marketing communications, they are automatically removed from all mailing lists they are part of at that moment. A marketing ban is recorded in the person's data.

Individuals' data and retention periods:

Participants in continuing education or other paid training, or purchasers of services: name, address, email address, personal identity code (for invoicing)

Individuals who have subscribed only to newsletters or marketing communication about Turku UAS services: email address and possibly name, job title, company/organisation, and field of interest

If an individual unsubscribes from newsletters or other marketing communication, they are automatically removed from all mailing lists they are part of at that moment. A marketing ban is recorded in the person's data.

Regular information sources

For corporate customers, data is obtained directly from the customer via email, phone, contracts, customer meetings, newsletter subscription forms and other situations in which the customer provides information. Basic company information in our system (Microsoft Dynamics 365) is updated approximately twice a year through a service provided by Vainu.io Software Oy to ensure data accuracy.

For individuals, data is obtained via the newsletter subscription form or through explicit consent.



Receivers or receiver groups of personal data

Personal data is processed in information systems whose technical maintenance is provided by Microsoft. Turku UAS and the above-mentioned service providers have agreements in place ensuring they act as data processors according to data protection legislation.

Essential information regarding transfer of data to third countries (outside the EU or EEA countries)

The data is not transferred to third countries.

Principles of data protection

Access to data is restricted to persons who need it for their duties. Access rights are controlled through user accounts and role-based permissions. Servers maintained by Turku UAS are located in secure and supervised facilities.

Data subjects' rights

According to the General Data Protection Regulation, the data subject has the right:

- to receive information on the processing of their personal data, unless otherwise regulated by the law
 - to request for access to their personal data and rectification regarding incorrect or insufficient information
 - to erase their data (not applied, if the basis for processing is compliance with a legal obligation or performance of a task carried out in the public interest)
 - to restrict the processing of their data
 - to object to the processing of their data, if the basis for processing is general or legitimate interest
 - to request the transfer of data they have submitted themselves from one controller to another, if the basis for processing is consent or agreement
 - withdraw the consent they have given
 - notification obligation of the controller on the rectification/erasure/restricting of processing of personal data
 - not to be subject to automated decision-making (the data subject may allow automated decision-making by their consent)
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Data subjects may exercise their rights by contacting the contact person mentioned in the privacy notice or the Data Protection Officer.

More information on data subjects' rights is provided by the contact person and/or Data Protection Officer. If processing the data does not require identifying the data subject without additional information or the controller cannot recognize the data subject, the right to inspection, rectification, data erasure, restriction of processing, obligation to report and transmittal is not applied.

You have the right to file a complaint with the Data Protection Ombudsman's office, if you consider that valid data protection legislation has been breached in processing your personal data. The contact details of the DPO can be found in the beginning of the privacy notice. All requests are processed on a case-by-case basis.
