PRIVACY POLICY STATEMENT Personal Data Act (523/1999) 10§

REGISTER HOLDER
Name: PSK Standardisointiyhdistys ry (PSK Standards association; PSK)
Address: Käpylänkuja 1, 00610 Helsinki
Additional contact details: Phone 09 72880 880
Email psk@psk-standardisointi.fi

CONTACT PERSON IN REGISTER MATTERS
Name: Jukka Koistinen
Address: Käpylänkuja 1, 00610 Helsinki
Additional contact details: Phone 040 537 9175
Email psk@psk-standardisointi.fi

NAME OF REGISTER
Order register

PURPOSES FOR PROCESSING PERSONAL DATA
• Processing of orders of PSK products
• Invoicing of orders
• Sending of orders
• Faster processing of possible further orders

REGISTER DATA CONTENT
The following data about the purchaser will be stored in the register:
• Name of the company
• Name of the person placing the order
• Email
• Phone number
• Address
• VAT-number of the company
• Possible e-invoicing information

REGULAR DATA SOURCES
The data are collected based on the order placers’ own declarations.

REGULAR DISCLOSURE OF DATA
As a rule, the data are not disclosed further.

DATA TRANSFER OUTSIDE THE EU OR THE EEA
Data stored in the register are not transferred outside the EU or EEA by the register holder.
PRINCIPLES OF REGISTRY PROTECTION

Printed materials
Printed materials are located at the office of the association. There is no free access to the office, the facilities can be entered only if a representative of the association opens the door. All visits to the office are under supervision.

Digitally processed data
The order register is maintained on the PSK employees' computers in a cloud based system. Entering the system requires a username and a password. Access is allowed for PSK employees only.

RIGHT OF DATA INSPECTION AND RIGHT TO REQUEST DATA RETIFICATION
Every purchaser has the right to know what data has been stored about them in the register referred to in this privacy policy statement and may request rectification of the data.