

# Privacy Policy

Privacy Policy in accordance with Section 10 of the Personal Data Act (523/99)

## 1. Controller

Ginolis Oy, Automaatitietie 1, 90460 Oulunsalo, p. 010 315 3600

## 2. Contact person for matters relating to the register

Mikael Silegren, Sales and Marketing, mikael.silegren@ginolis.com

## 3. Name of register

Ginolis Oy Customer Register.

## 4. Purpose of processing personal data

The customer's personal information may be processed for the following purposes: manage and develop customer account, marketing, analyzing, event communication, surveys and other similar uses.

## 5. Information sources of the register

Information related to the customer is obtained in standard manner: from the customer by telephone, in person or by email. Information is also obtained from publicly available Internet sources.

## 6. Data content of the register

The registry may contain the following information about users:

- Name of organization
- Contact name
- Job title
- Email address
- Telephone number
- Organization address
- Information about customer relationship

## 7. Disclosure of information

The registrar will not disclose information to third parties.

## 8. Right to inspect and prohibit the registration of data

Everyone has the right to demand correction of incorrect information and to prohibit the use of information in the customer register for direct mail.

You can contact Ginolis Oy at [info@ginolis.com](mailto:info@ginolis.com) for any privacy or personal data processing issues.



## 9. Processing of personal data

Personal data will be kept as long as it is necessary for the purpose of performing said. Obsolete and unnecessary data are deleted regularly. The information is not archived.

## 10. Principles of protecting the register

Only the employees who have the right to process customer information due to their work duties have the right to use the system containing customer information. Each employee has their own use name and password to access the system. The data is compiled into databases protected by firewalls, passwords and other technological means.

