

## Data Protection Description

In accordance with EU General Data Protection Regulation (2016/679, "GDPR") and applicable national legislation.

### 1. Description of processing

ForestTech Portal

### 2. Controller, data protection officer and contact person

Controller:

Name: VTT Technical Research Centre of Finland Ltd. ("VTT"), Business ID: 2647375-4

Address: Vuorimiehentie 3, 02150 Espoo, Finland

Data protection officer (DPO):

Name: Seppo Viinikainen

Address: VTT Technical Research Centre of Finland Ltd., Koivurannantie 1, 40400 Jyväskylä, Finland

E-mail: dataprotection@vtt.fi (DPO, data security manager and legal counsel), or Seppo.Viinikainen@vtt.fi (DPO)

Contact person concerning the register:

Name: Janne Keränen

Address: VTT Technical Research Centre of Finland Ltd., Koivurannantie 1, 40400 Jyväskylä, Finland

E-mail: janne.keranen@vtt.fi

### 3. Categories of the personal data

The categories of the personal data contained in the register are name, email and organisation. The registered persons represent users of ForestTech Portal.

### 4. Purposes of the processing and the legal basis for the processing

The personal data is processed for purposes of ForestTech Portal services and for purposes of related newsletter distribution.

The data is being processed primarily on the basis of legitimate interest of VTT concerning ForestTech related services and thereto related direct marketing. VTT may in some cases request also consent of the data subject for the processing of personal data (i.a. by requesting subscription for newsletter distribution).

### 5. Regular sources of information

The information is collected from the data subject with the request form available on the ForestTech website and in connection with use of ForestTech Portal.

## **6. Recipients or categories of recipients of the personal data**

VTT may provide access to the personal data to third parties if this is necessary for technical services related to ForestTech Portal. The personal data is processed under appropriate contractual arrangements in accordance with requirements of GDPR and applicable legislation. The following recipients have access to the personal data: Oy Site Logic Ab.

## **7. Transfer of data outside the European Union or the European Economic Area**

The personal data is not transferred outside European Union or EEA.

## **8. The existence of automated decision-making, including profiling**

No automated decision making is made with the personal data.

## **9. The period for which the personal data is stored or the criteria used to determine that period**

The data is being stored as long as the data subject's user account in ForestTech Portal is active or until the data subject withdraws his or her consent concerning processing of the personal data, where consent is relevant.

After this the personal data is either erased or anonymised unless the controller has other legal basis for processing of such personal data (such as legitimate interest of the data controller in connection with a legal claim or investigation).

## **10. Principles of protection of the register**

The data is protected by technical and organizational measures from unauthorized processing and access by third parties. Only persons who need access to the personal data for the purpose carrying out tasks related to ForestTech Portal have access to the personal data, under confidentiality obligations.

## **11. Rights of the data subject**

The data subjects have the following rights, which may be exempted from in accordance with GDPR and applicable legislation:

### **Right to withdraw consent**

The data subjects have the right to withdraw their consent on which the processing is based on.

### **Right of access**

The data subjects have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her is being processed and access to his or her personal data and information concerning the processing of his or her personal data.

### **Right to rectification**

The data subjects have the right to obtain from the controller rectification of inaccurate personal data concerning him or her. The data subjects have the right to have incomplete personal data completed.

**Right to erasure**

The data subjects have the right to obtain from the controller the erasure of personal data concerning him or her if (i) the personal data is no longer necessary in relation to the purposes for which they were collected or otherwise processed; (ii) the data subject withdraws consent on which the processing is based and where there is no other legal ground for processing; (iii) the personal data have been unlawfully processed; (iv) the personal data have to be erased for compliance with a legal obligation in Union or Finnish law.

**Right to restriction of processing**

The data subjects have the right to obtain from the controller restriction of processing in cases set forth in GDPR.

**Right to data portability**

Where the processing is based on the data subject's consent and carried out by automated means, the data subjects have the right to receive the personal data concerning him or her, which he or she has provided to the controller and have the right to transmit those data to another controller.

**Right to object**

The data subject's may object to the processing of personal data, especially in cases of direct marketing and processing carried out on the basis of legitimate interest of the controller.

**Right to lodge a complaint with a supervisory authority**

The data subjects have a right to lodge a complaint with a supervisory authority if the data subject considers that the processing of personal data breaches the data subject's rights pursuant to GDPR.

**The data subject can exercise these rights by contacting the controller with information set forth in section 2, preferably by email.**