

This data protection description is a description of the file and an information document concerning the rights of a data subject (paragraphs 10–12) combined. Sections 10 and 24 of the Personal Data Act (523/1999).

1. Controller	Name National Land Survey of Finland
	Address National Land Survey of Finland P. O. Box 84 00521 Helsinki
	Other contact information (i.e. telephone number during office hours, e-mail) kirjaamo@maanmittauslaitos.fi
2. Contact person in matters concerning the register	Name Director of Communications Pirkko Yliselä Administrative Director Matti Hyytinen
	Address National Land Survey of Finland P. O. Box 84 00521 Helsinki
	Other contact information (i.e. telephone number during office hours, e-mail) kirjaamo@maanmittauslaitos.fi
<b>3. Name of the register</b>	<b>Attendees of National Land Survey events</b>
4. The purpose for processing the personal data	Personal data is used for the administration of and communication related to events organised by the National Land Survey and for verifying attendance for e.g. audits.
5. Information content of the register	Names, organisations and contact information. Additional information related to individual attendees, such as special diets.
6. Regular sources of information	Notification by the attendee or the organisation's contact person.  A list of attendees drawn up and handed over by an external event organiser.
7. Regular destinations of disclosed data	Data is not disclosed regularly.  The National Land Survey can disclose data to a third party when the third party is wholly or in part responsible for organising an event.

<p>8. Data transfers to countries outside the European Union or the European Economic Area</p>	<p>Data is not disclosed.</p>
<p>9. Principles for securing the register</p>	<p>A. Manual register</p> <p>Printed or handwritten material is not kept once the information has been stored in the register.</p> <p>B. Data register</p> <p>The data is intended for internal use only at the National Land Survey. The data is accessible only to National Land Survey employees.</p> <p>Data is archived in accordance with the National Land Survey information management plan.</p>
<p>10. Right of access</p>	<p>Every data subject has the right of access to the data on him or her in a personal data file/register in accordance with sections 26–28 of the Personal Data Act. Right of access shall be provided free of charge once per year (12 months). The request is to be sent to the National Land Survey's Registry at the following address: National Land Survey, P.O. Box 84, 00521 Helsinki or by e-mail to <a href="mailto:kirjaamo@maanmittauslaitos.fi">kirjaamo@maanmittauslaitos.fi</a></p>
<p>11. Right to demand correction of false information</p>	<p>A request to rectify an individualised error in the personal data file/register in accordance with section 29 of the Personal Data Act is to be sent to the National Land Survey's Registry at the following address: National Land Survey, P.O. Box 84, 00521 Helsinki or by e-mail to <a href="mailto:kirjaamo@maanmittauslaitos.fi">kirjaamo@maanmittauslaitos.fi</a></p>
<p>12. Other rights related to the processing of personal data</p>	<p>Personal data can be used for direct advertising and other personalised mailing in accordance with section 19 of the Personal Data Act, unless such processing has been prohibited by the data subject in accordance with section 30 of the Personal Data Act.</p>