REGISTER DESCRIPTION

Personal Data Act (523/1999) Section 10 and the EU's General Data Protection Regulation (679/2016)
Updated 21 May 2018

1. DATA CONTROLLER

Finnish Bar Association
Business ID: 0202096-1
P.O. Box 194 (Simonkatu 12 B)
FI-00101 Helsinki, Finland
Telephone: +358 9 6866 120
Email: info@barassociation.fi

2. CONTACT PERSON IN MATTERS CONCERNING THE REGISTER

Liisa Aro
Head of Membership
Telephone: +358 9 6866 1213
Email: liisa.aro@barassociation.fi

3. REGISTER NAME

Finnish Bar Association's Client and Stakeholder Register

4. PURPOSE OF PROCESSING PERSONAL DATA

The purpose of the register is to manage client and partner relationships. Processing is based on a legitimate interest.

5. PERSONAL DATA IN THE REGISTER

The Finnish Bar Association's clients, partners, media contacts, occasional participants in events, the Association's suppliers and other stakeholders are stored in the Client and Stakeholder Register.
The data subject's name, contact information and where necessary invoicing data are collected in the register. Also job title, information about any special dietary requirements and where necessary the personal identity code and passport number are collected with regard to occasional participants in events.

6. REGULAR DATA SOURCES

Data in the register is obtained from data subjects themselves.

7. REGULAR TRANSFERS OF DATA

Data in the register may when necessary be transferred to partners for the arrangement of events. Only data needed for the arrangement of an event will be transferred.

8. TRANSFER OF DATA TO OUTSIDE OF THE EU OR EEA

Register data are not transferred to outside of the EU or EEA.

9. DATA STORAGE

Personal data are stored in the register for the duration of the client relationship and any associated obligations.

10. REGISTER PROTECTION PRINCIPLES

The register databases and backup copies of them are properly protected. The hardware is located in controlled and locked premises to which unauthorised access is prevented. Technical and administrative arrangements ensure the data security and confidentiality, integrity and accessibility of the personal data in the register.

Personal data are processed only by those Finnish Bar Association employees whose job description includes data processing and by IT systems administrators authorised by the Association to manage assignments commissioned by the Finnish Bar Association.