



29 June 2018

Unrestricted

Record of processing activities

This Privacy Statement has been published on the Bank of Finland's website www.suomenpankki.fi/data-protection/ .
1. Name of the personal data file system
Case management
2. Name and contact details of controller and contact details of data protection officer
Bank of Finland Business ID 0202248-1 PO Box 160 00101 Helsinki Contact details of the person responsible for the personal data file system: Hanna-Maarit Järvinen Email: registry(at)bof.fi Tel. +358 9 1831 (switchboard) Contact details of the data protection officer: Pasi Hänninen Email: tietosuojavastaava(at)bof.fi Tel. +358 9 1831 (switchboard)
3. Purpose of the processing of personal data and the legal basis for the processing
Case management is an electronic directory and processing system for the authority's pending cases. Case management is used to implement good information management practice and it serves as the authority's case register (journal). The maintenance of case management is based on legislation (e.g. chapter 5 section 18 of the Act on the Openness of Government Activities).
4. Categories of data subjects and categories of personal data
Categories of data subjects:



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Cases initiated by organisations and private individuals, recipients of cases initiated by the authority, and processors and owners of cases in the Bank of Finland.

Categories of personal data:

The name/organisation and, if necessary, the contact details of the initiator of cases registered in case management as well as the name of the case processor and the name of the case owner in the Bank of Finland.

5. Recipients or categories of recipients of the personal data

The Bank of Finland does not, as a rule, disclose data. Personal data is disclosed only in requests for information directed at case management cases and documents. Requests for information are processed on the basis of the Act on the Openness of Government Activities or other legislation. Public information is provided to those who request it.

The processors mentioned in an extract from the official journal can be viewed on the Bank of Finland website with respect to public pending cases.

6. Notification of possible transfer of personal data to a third country or an international organisation

Data are not transferred outside the EU or the EEA or to international organisations.

7. Period for which the personal data will be stored or the criteria used to determine that period

Personal data are stored by the decision of the National Archives. Hard copies of the official journal are stored permanently. Documents are deleted when their storage period has ended.

8. General description of technical and organisational security measures

In order to protect personal data against unauthorised access, disclosure, destruction or other unlawful processing, appropriate technical and organisational security measures are used, taking potential risks into consideration. These measures include the use of secure equipment premises as well as administrative and technical information security solutions.

9. Rights of data subjects

The data subjects in the personal data file system have the right:

- to request from the controller access to personal data concerning them,
- to request rectification of incorrect data,



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- to lodge a complaint about the processing of personal data with a supervisory authority.

Complete removal of data from the personal data file system is not possible, because hard copies of the official journal are stored permanently. Requests to change data are processed as requests for information.

10. Statutory or contractual requirement to provide data and consequences of failure to provide such data

Cases may also be initiated anonymously. Contact details are required for communication. Failure to provide personal data may result in a negative decision on an application or notification, or the suspension of the process.

11. Source of information

If another authority transfers a case to the Bank of Finland for processing, data are received from the authority transferring the case.