



Privacy statement / Announcement

EU General Data Protection Regulation 2016/679 (GDPR)

Name of personal data file	FinCEED – The Finnish Centre of Expertise in Education and Development
Controller	Name Finnish National Agency for Education
	Address P.O. Box 380, FI-00531 Helsinki (visiting address Hakaniemenranta 6, FI-00530 Helsinki)
	Other contact details e-mail opetushallitus@oph.fi , switchboard +358 29 533 1000, fax +358 29 533 1035 kirjaamo@oph.fi
Controller's representative (contact person)	Niina Tenhio
	Tel: 029 533 1347 e-mail: niina.tenhio@oph.fi
	Data Protection Officer's contact details Jyrki Tuohela, e-mail tietosuoja@oph.fi , tel. +358 29 533 1000 (switchboard)
Purpose and legal basis of personal data processing	FinCEED expert register contains personal data concerning the education and employment history of experts in the field of education. These data are used to find suitable experts for short-term or long-term development cooperation assignments in the field of education that become available through FinCEED. The data stored and processed in the file are personal data necessary for these expert tasks. Persons adding their data to the file are requested for their permission to process the data in advance. Legal bases Article 6(1a) of the EU's General Data Protection Regulation (consent)
Data content of the file / processed categories of personal data	Data concerning the person: The person's current name, date of birth, personal identity code, postal address, e-mail address, telephone number, citizenship, mother tongue CV data education, work history, competence, experience, referees (name, e-mail)



	Special categories of personal data are not processed. Secret personal data as referred to in section 24 of the Act on the Openness of Government Activities are not processed.
Recipients or categories of recipients of personal data	Data may only be disclosed to the extent this is required and permitted by the legislation in force or with the data subject's consent.
Information about transfers of data to third countries and details of the protective measures used (incl. information on if the country in question has an adequate level of data protection) and ways of obtaining a copy or information about their content.	No data are transferred to countries outside the EU or the EEA.
Storage period of personal data or, where giving this period is not possible, criteria for determining this period*	The storage periods of personal data in the service comply with the periods set out in the filing plan and information management plan, and their storage period is 5 years from the date on which the document was created or permanent storage. Documents whose storage period has ended are deleted from the system or filed on an annual basis.
Data subject's rights • Right to access • their personal data • Right to rectify data • Right to erase data • Right to restrict processing • Right to object • Right to data portability	The data subject has the right to receive a confirmation from the controller stating that the data subject's personal data are or are not processed. On request, the controller must provide a copy of the personal data processed in the file. The data subject has the right to demand that the controller rectify without undue delay any inaccurate and incorrect personal data concerning them. The data subject must identify the data which they require to be corrected and which in their view are correct, indicate how they wish the data to be corrected, and justify their views. The data subject has the right to have the data erased. The data subject has the right to restrict the processing of their data in certain situations.



	The data subject has the right to insist that the controller inform parties to whom the personal data have been disclosed of any rectification or erasure of their personal data or restriction of processing, if data are disclosed to third parties. The data subject has the right to have the data transferred from one system to another if processing is carried out automatically. Any requests related to exercising these rights should be addressed to the contact person for the file: Finnish National Agency for Education, P.O. Box 380, FI-00531 Helsinki, Finland. When submitting a request for access to data, the data subject must attach to it the information needed to locate the data (name and personal identity code). If less than one year has passed from the date on which the data subject last exercised their right to access the personal data, the controller may charge a fee based on the administrative costs incurred from providing the data (Article 12 [5]).
If processing is based on consent as referred to in Article 6(1a) (or explicit consent as referred to in Article 9(2a)), the data subject must be informed of their right to withdraw consent at any time*	The data subject has the right to withdraw their consent to the processing of data concerning them in FinCEED's file any time. Consent can be withdrawn by notifying the contact person of the file: Niina Tenhio telephone: 029 533 1347 e-mail: niina.tenhio@oph.fi
Right to lodge a complaint with the supervisory authority	The data subject has the right to lodge a complaint with the supervisory authority, especially in the Member State in which their permanent place of residence or workplace is located, or where the alleged breach of the General Data Protection Regulation has taken place.
Is the provision of personal data a statutory or contractual requirement or a precondition for concluding a contract, and is the data subject obliged to provide the personal data and any consequences of a failure to provide this data	-
Information on where the personal data were obtained from and, if necessary, whether the	The personal data in the file were provided by the data subjects in connection with the registration. The controller does not collect personal data from publicly available sources or other sources of information.



data were obtained from publicly accessible sources	
nformation on whether automated decision-making is used, including profiling, and at least in these cases, relevant information on the logic of the processing as well as of the significance and potential consequences for the data subject of this processing	The data contained in the data file are not used for profiling and they are not subject to automated decision-making.