

Santasport Rentals customer data processing

In this privacy policy we explain how we process personal data. With this policy, we inform the data subject (hereinafter referred to as You) about how we process your personal data, what rights you have and how you can exercise your rights. The content of the statement, the rights of the data subject, etc. is laid down in the EU General Data Protection Regulation 2016/679.

The processing of personal data refers to activities that are directed at a natural person, e.g. Your personal data or sets of personal data. The processing of personal data can take place in information systems or manually, for example on paper or by conversation. The processing of personal data includes, among other things, the collection, recording, organisation, storage, modification, transfer, combination, disclosure, publication of data, as well as the deletion and destruction of data.

1. Data controller and data protection officer

Name and address of the controller:

Rovaniemen koulutuskuntayhtymä REDU
Korvanranta 50
FI-96300 Rovaniemi

Data protection officer of the controller

In questions concerning data protection and this processing activity, please primarily contact the contact person of the register presented in section 2.

If necessary, you can also contact REDU's Data Protection Officer. His name and contact information can be found on the page <https://redu.fi/dataprotection>.

2. Responsible company of the data processing

Santasport Finland Oy
Hiihtomajantien toimintayksikkö

Accountable manager

Name Riecki Sanna
Email sanna.riekki@santasport.fi
Tel. 040 513 7890

Contact person for the processing operation or register

Name Oinonen Heidi
Email pasi.mikkola@santasport.fi
Tel. 040 710 6349

3. Information on processing operations

Processing operation name

Santasport Rentals customer data processing

Name of the register or information pool used for processing

Rentle

Purpose of processing

Santasport Finland Oy gear rental operations, rental agreement and customer information.

Legal basis for processing

Contractual relationship and customer relationship.

Retention period of personal data

Rental duration

4. Registered

The processing operation processes the data of the following categories of persons:

Private customers who rent gear from Santasport Rentals

5. Personal data processed, its sources and transfer

The table below presents the personal data or categories of personal data to be processed, where it has been obtained from, i.e. the source of the personal data and to where it may be transferred, i.e. the object of the transfer of personal data. The table describes at a general level the personal data flow of the processing operation.

| Personal data or Category of personal data | Source of personal data | Data transfer destination |
|---|--------------------------|---------------------------|
| Customer's full name address email phonenummer | Provided by the customer | No transfer |
| Rented Gear and rental duration | Rentals | No transfer |

6. Disclosure and publication of personal data

Disclosure of personal data

The data of guests may be disclosed to the competent authority on the basis of a statutory request for information, for example in a case of customer not returning the rented gear.

Transfer of personal data outside the EU

Data is not transferred outside the EU

Publication of personal data

No personal data is published

7. Information systems, data security and manual processing of personal data

Information systems and/or data repositories used in the processing operation:

Rentle

Information systems and/or data repositories ensure data security in the processing of personal data as follows:

Restriction of usage rights and identification of users, as well as monitoring usage.

Manual processing of personal data or documents used in the processing of personal data:

Email or phone calls

In manual handling, data security is ensured as follows:

Manual personal information is handled with care, stored in a locked space and disposed of regularly.

8. Rights of the data subject and their exercise

According to the General Data Protection Regulation, as a data subject You have the rights listed below.

1. **Right to be informed**
> Information on the processing of your personal data can be found in this privacy statement.
2. **Right of access**
3. **Right to rectification**
4. **Right to erasure**
5. **Right to restrict processing**
6. **Right to data portability**
7. **Right to object**
8. **Right not to be subject to a decision based solely on automated processing.**

More information about these rights and how you can exercise them can be found on the page <https://redu.fi/dataprotection>.

9. Distribution

All the original privacy statements of the Rovaniemi Joint Authority for Education are stored in the ROKKI intranet privacy statements file library. In addition, copies of the leaflets are available:

☒ REDU website <https://redu.fi/dataprotection> page.