

# **Privacy statement**

#### 1. Data controller

Foundation for the Finnish Museum of Photography Tallberginkatu 1 G 00180 Helsinki, Finland

#### 2. Contacts in matters concerning the register

Inquiries can be made via email to **fmp@fmp.fi**. We aim to respond to all inquiries within three working days.

## 3. Name of the register

Communications register of the Finnish Museum of Photography

## 4. The purpose of processing personal data (the purpose of the register)

Communicating the operations of the Finnish Museum of Photography. The data shall not be used for any other purpose or disclosed to third parties. The basis for processing personal data is the company's legitimate interest, customer relationship agreements or a person's consent. The Finnish Museum of Photography may, based on this position, email a person without consent in situations where the subject to be communicated or museum operations relate to the person's duties. However, in such cases the person always has the right to decline to receive museum communications.

#### 5. Data content of the register

The register may include the following types of personal data:

- ·name
- · email address
- · postal address
- · organization in which the person works
- · role in which the person works

#### 6. Regular sources of data

The register is compiled entry by entry at the Finnish Museum of Photography and is based on communications with the register's data subjects.

## 7. Personal data processors and disclosure of data

Personal data are processed by those museum employees whose roles include tasks related to the processing mentioned above. The data shall not be disclosed to third parties. The data shall not be transferred outside the EU or EEA.

#### 8. Erasure of data

Personal data may be erased from the register at the request of the data subject.

# 9. Principles of securing the register

The personal data are stored in a confidential manner. The information network and the hardware on which the register is stored

are protected by a firewall and other necessary technical measures.

#### 10. Personal data storage period

Personal data shall only be stored for as long as is necessary for the fulfillment of the purposes stated above in accordance with the legislation in force. Personal data shall be erased at the data subject's separate request by being manually erased from all systems in which the data are stored. Emails sent via the Gruppo service include a link through which the recipient can unsubscribe at any time. Data will be erased from the register following unsubscription.

# 11. Rights of the data subject

The data subject has the right to request that the data controller erase their data, rectify erroneous or outdated data or restrict the processing of their personal data.

#### Amendments to the privacy statement

The Finnish Museum of Photography is constantly developing its operations and reserves the right to amend this privacy statement. Amendments may also be based on changes in legislation. It is recommended that you read the content of this privacy statement regularly.