

DESCRIPTION OF PERSONAL DATA FILE, CUSTOMER REGISTER OF SYSART OY

Date of issue

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1a
Controller

Name

Sysart Oy

Address

Itämerenkatu 5, FI-00180 Helsinki

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Representative
of the controller
and contact
information

Name

Anssi Heijasto, anssi.heijasto@sysart.fi
Heli Järvenpää, heli.jarvenpaa@sysart.fi

Address

Sysart Oy, Itämerenkatu 5, FI-00180 Helsinki

3
Name of the
personal data file

Customer register

4
Purpose of the
personal data file

To manage and develop customer relations, to produce and develop services, to inform about services and products, and to invoice services and products. By collecting and processing personal data, we may also send directed marketing and customer communications.

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Contents of the personal data file
- company name
 - first name and last name of the contact person
 - address
 - telephone number
 - e-mail address
 - position/title
 - IP address
 - customer feedback data
 - data regarding marketing authorisations and prohibitions
 - generally available classification data and classification data provided by the customer (e.g. interests)
 - customer relationship history (agreements, orders, invoicing details, deliveries and meetings)+ customer communications
 - data collected through cookies
 - other data collected with the customer's consent
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Sources of data
- Data for the register is obtained by combining data supplied by customers themselves through e-mail, contact forms on websites (sysart.fi, requeste.com or blogi.sysart.fi) or chat with the website's analytical data.
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Disclosure of data
- Data may be closed to authorities within the limits of the applicable legislation. Sysart Oy does not disclose data to third parties. The processing of data is partially outsourced to partners. Our cooperation partners do not use data for other purposes and do not disclose data to third parties. Agreements are treated with high levels of data security and confidentiality.
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Transfer of data outside the EU or the EEA
- Employees use data globally at their own workstations. Data may be transferred also outside the European Union or the European Economic area, for example for the technical maintenance and processing of data by our subcontractors.

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Principles in
accordance to
which the data
file has been
secured

A Manual data processing

Customer register data is not processed manually.

B Digitally processed data

Access to the customer register is protected by personal usernames and passwords. Users are bound by a confidentiality obligation. The customer register is accessible only to employees of Sysart Oy and those cooperation partners whose assignments require processing the data in the register. Employees are bound by a confidentiality obligation.