

Privacy Statement: Traveller Register, prepared on 19 May 2018

In compliance with the EU's General Data Protection Regulation, this information document describes the processing of traveller data in the Customer and Marketing Register of Hotelli Pieksämäki Oy / Hotel Savonsolmu.

The Traveller Register privacy statement is available on Hotel Savonsolmu's website and at the hotel's reception at the controller's address.

### **1. Controller**

Hotelli Pieksämäki Oy / Hotel Savonsolmu  
Toikantie 9,  
FI-76100 PIEKSÄMÄKI  
+358 207 290 290  
info@savonsolmu.fi  
Business ID: 1048780-1

### **2. Contact for register issues**

The contact for register issues and issues related to the exercise of the data subject's rights is email: tietosuoja@savonsolmu.fi, tel. +358 207 290 290.

### **3. Name of the register**

Hotel Savonsolmu's traveller register

### **4. Legal basis of traveller data processing**

Traveller data processing and keeping of the traveller register are based on the law on accommodation and restaurant activities.

### **5. Purposes of traveller data processing**

On the basis of the law on accommodation and restaurant activities, the practitioner of accommodation activities may keep a register (traveller register) of the traveller data specified later in Section 6 using automatic data processing or manually.

The traveller data and the traveller register are used for maintaining public order and safety, for preventing and investigating criminal activities and for compiling statistics.

In addition, the practitioner of accommodation activities may use the traveller data and traveller register for the purposes of customer service and direct marketing. Under Section 30, the customer has the right to prohibit the use of their data for the purposes of direct marketing or customer service.

### **6. Processed traveller data**

The following types of traveller data specified in the law are processed in the traveller register:

- \* the traveller's name and Finnish personal identity code or, in the lack of this code, their date of birth and nationality
  - \* the names and personal identity codes of the partner **x)** and underage children who travel with the customer or, in the lack of these codes, their dates of birth
  - \* the traveller's address
  - \* the dates of arriving to and departing from the accommodation establishment
  - \* the country from which the person travels to Finland, unless the country of residence is Finland
  - \* the travel document number (not required of citizens of the Nordic countries or people who reside in Finland)
  - \* the reason for staying (free time, work, meeting or other reason) as optional data
- x)** Partner means a marriage partner or a person who lives with the traveller in circumstances similar to marriage or in a registered partnership.

A common traveller declaration may be made for travellers who participate in a group trip.

### **7. Sources of traveller data**

The traveller data is collected from the traveller declaration which is filled and confirmed by signature by the traveller or the trip manager of a group trip.

### **8. Recipients or recipient categories of traveller data**

The traveller data are not disclosed to external parties. The traveller data may be disclosed to authorities if required by law.

In compliance with the law on accommodation and restaurant activities, the practitioner of accommodation activities must, notwithstanding the confidentiality regulations, deliver the traveller data concerning a foreign person without delay to the police department of the region in which the practitioner's accommodation establishment is located.

The police have the right to receive traveller data also on other than foreign persons if the data is necessary for carrying out the duties of the police.

In compliance with the law on accommodation and restaurant activities, the following authorities must be provided with traveller data on the relevant authority's request if the authority requires them for carrying out their duties specified in the law:

- \* The Finnish Border Guard
- \* Customs
- \* Rescue authorities
- \* Health protection authorities
- \* The Finnish Defence Forces

### **9. Transferring traveller data outside of the EU**

The data are not transferred outside of the EU.

### **10. Retention period of the traveller data**

We comply with the effective legislation in retaining the traveller data.

Traveller declarations and data are retained for a period of one year from the date of signing the traveller declaration. After this period, the data are destroyed.

### **11. Rights of the data subject with regard to personal data processing**

Traveller data processing and the keeping of the traveller register are based on the law. The practitioner of accommodation activities may use traveller data for the purposes of customer service and direct marketing, unless the traveller has exercised their right to prohibit processing within the meaning of Section 30 of the Personal Data Act.

As a data subject, the traveller has the following rights:

**Right of access to their data**

The data subject has the right to request access to the data concerning them (right of access) in order to find out whether traveller data concerning them are processed.

**Right of data rectification**

The data subject has the right to request the rectification of inaccurate personal data without undue delay.

**Right of data erasure**

The data subject may request erasure of their data if they are not necessary for the purposes for which they were collected, or if the data subject objects to the processing of their data for the purposes of customer service or direct marketing, or if the personal data has been unlawfully processed.

Even if one of the requirements is met, the data do not have to be erased if the processing is required in order for the controller to be able to, for example, comply with a statutory obligation based on national or EU legislation which is applicable to the controller and requires the processing, or if the processing is required in order to establish, exercise or defend a legal claim.

**Right to object to data processing**

The data subject may not object to the processing of their data for the purposes required by law. The data subject may, under the law on accommodation and restaurant activities, prohibit the use of traveller data for customer service or direct marketing at the moment of data collection or at a later point of time. If the data subject objects to the use of their traveller data for the aforementioned purposes, the data are no longer processed for these purposes.

**Right to request restriction of processing**

Under the General Data Protection Regulation, the data subject has the right to request the controller to restrict the active processing of their personal data in the following situations:

- \* the data subject contests the accuracy of the personal data, in which case the processing must be restricted for a period enabling the controller to verify the accuracy of the personal data
- \* the processing is unlawful, and instead of requesting the erasure of their personal data, the data subject requests restriction of the processing of the data
- \* the controller no longer needs the personal data for the purposes of the processing, but the data are required by the data subject for the establishment, exercise or defence of legal claims
- \* the data subject has objected to processing, and the verification whether the legitimate grounds of the controller override those of the data subject is pending.

Principally, when the processing is restricted, the data may only be retained. The data may also be processed for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest. Before the restriction of processing is lifted, the data subject must be informed about the matter.

The processing of traveller data is based on the law, and the purposes of the use of traveller data and the authorities to which the data are disclosed are specified in the law. Therefore, the data subject's right to request restriction of processing cannot lead to a situation in which the regulations laid down in the law would not be complied with.

**12. Right to lodge a complaint with a supervisory authority**

The data subject has the right to lodge a complaint with a competent supervisory authority if the data subject considers that the controller has not complied with the applicable data protection legislation.

**13. Requests relating to the data subject's exercise of their rights**

You may review the data concerning you by delivering a written, adequately specified and signed inspection request to the controller. The request may also be made in person at the controller's office. In that case, you must prove your identity with an official identification card. The right of inspection is free of charge once a year. A written response will be delivered to the customer within 30 days from the date of receiving the request.