

**CITY OF PORI
PRIVACY POLICY**

14.5.2024

1. Data Controller	City of Pori PL 121 28101 Pori Address: Hallituskatu 12 Email: kirjaamo@pori.fi Phone: 044 701 1100
2. Data Controller's Representative	Acting Head of Unit, Ilkka Manninen Email: ilkka.manninen@pori.fi
3. Contact Person for Matters related to the Register	Chief Curator Anni Saisto Email: anni.saisto@pori.fi
	Data Protection Officer Email: tietosuojavastaava@pori.fi
4. Register Name and Format	Register Name Muusa Collections Management System
	Rekisterin muoto <input checked="" type="checkbox"/> sähköinen <input type="checkbox"/> manuaalinen
5. Purpose and Legal Basis for the Register	The Muusa collections management system is an art collection management tool. The system contains personal data related to art collections. The register is based on Museum Act (314/2019), Section 18 of the Act on the Openness of Government Activities (621/1999) on good information management practices and the Archive Act (831/1994) and the provisions and regulations issued pursuant thereto.
6. Contents of the Register and Classification of Personal Data	The register contains information about the artworks and artists in the collections. Personal data is classified according to name, education, date of birth and death, citizenship, gender and location.
	Contains sensitive personal data: <input type="checkbox"/> Yes <input type="checkbox"/> Contains children's personal data
7. Regular Data Sources	Website http://www.kuvataiteilijamatrikkeli.fi , artists' curriculum vitae, art galleries
8. Regular Disclosures and Transfers of Personal Data to Non-EU/EEA Countries	We share information from the collections database with non-EU countries (researchers, art galleries, publishers of artists' catalogue raisonné, etc.)

9. Data Retention Period	Permanently (Museum Act 1 § and the Screening decision of the National Archives KA 188/43/04)
10. Automated Decision-Making and Profiling	<input type="checkbox"/> Contains automated decision-making
11. Data Security Principles	<p>A. Manual Material</p> <p>No manual material is created.</p> <p>B. Electronic Material</p> <p>The system ensures password security, and data is stored in a technically protected manner. Only designated individuals have the right to process the data, and users are bound by confidentiality.</p>
12. Right of Access for the Data Subject	The data subject has the right to access the information held about them in the register. Requests should be submitted in writing to the data controller. Instructions for making a request can be found at www.pori.fi/pori-tieto/tietosuoja .
13. Right to Rectification	The data subject has the right to have any inaccurate or incomplete personal data corrected without undue delay. Instructions for making a request can be found at www.pori.fi/pori-tieto/tietosuoja .
14. Other Rights Related to the Processing of Personal Data	<p>The data subject has the right to request restriction of processing if:</p> <p>a) the accuracy of the personal data is contested, allowing time for the data controller to verify its accuracy;</p> <p>b) the processing is unlawful, and the data subject opposes erasure, requesting restriction instead;</p> <p>c) the data controller no longer needs the personal data for processing purposes, but the data subject requires them for the establishment, exercise, or defense of legal claims;</p> <p>d) the data subject has objected to the processing pending the verification of whether the data controller's legitimate grounds override those of the data subject.</p> <p>To the extent that the processing of personal data is based on the data subject's consent, the data subject has the right to withdraw consent at any time. Withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.</p>
15. Right to Lodge a Complaint	The data subject has the right to lodge a complaint with the supervisory authority about the processing of personal data.