

Privacy policy – electronic guest parking permits

The purpose of this privacy policy (hereinafter “**Privacy Policy**”) is to describe the ways in which Espoon Asunnot Oy (hereinafter “**EA**”) collects, uses and discloses personal data. This Privacy Policy applies to EA tenants and any guests for whom an electronic guest parking permit is requested (hereinafter “**Customers**”).

1. Controller

The controller, as specified in the applicable data protection legislation, is Espoon Asunnot Oy (hereinafter “**EA**”). EA is responsible for ensuring that the personal details are processed in accordance with this Privacy Policy and the applicable data protection legislation.

The following person serves as the data protection officer and primary contact person:

Attorney Elina Lehtonen
Iso Omena shopping centre
Suomenlahdentie 1, 02230 Espoo
tel. +358 9 3544 5000
e-mail: asiakaspalvelu@espoonasunnot.fi

2. Legal basis and purpose of processing personal data

Customers’ personal details are processed for the purpose of granting electronic guest parking permits. Another purpose of processing the personal data is to enable EA’s authorised partner Q-Park Finland Oy (hereinafter “**Service Provider**”) to conduct parking control on behalf of the property owner EA. The collection and processing of personal data is based on the tenancy agreement between EA and its tenants as well as the opportunity for guest parking, which is offered on the basis of the tenancy agreement.

3. Collected personal data

- Parking site (address of the property where the parking will take place)
- Registration number of the vehicle to be parked
- Duration of the parking permit (date and time for beginning and end of parking)

4. Information disclosure

The personal details of customers are disclosed to the Service Provider, which conducts parking control on behalf of EA.

5. International data transfer

Customers' personal data is not processed outside the European Economic Area.

6. Information storage

Customers' personal details are stored only for as long as necessary for fulfilling the purposes specified in this privacy policy.

The storage of personal data in the customer parking system is essential for enabling the parking control performed by the Service Provider. As regards granting parking permits, Customers' personal details are retained only until the collected data has been recorded in the Service Provider's customer parking system after the consideration and decision concerning the granting of each permit. In the context of disclosure, Customers' personal details are stored in the customer parking system only for as long as is necessary for the processing of any possible claims/complaints related to parking.

7. Rights

Customers have the right to access personal data concerning them, have such details corrected and updated, and request the data processing to be restricted, as stipulated in the applicable data protection legislation. Furthermore, Customers may request the removal of their personal data. Please note that a request to remove personal data during the application process for a parking permit will interrupt the process because it is not possible to process a parking permit application and grant a permit without personal data.

Customers have the right to restrict the processing of their personal data within the framework of the applicable data protection legislation.

Customers are entitled to receive personal data concerning them in a structured and common machine-readable format and to transfer them to another controller within the framework of and pursuant to the applicable data protection legislation. This right only applies to personal data that has been disclosed by the Customer in question directly and that have been collected based on the Customer's consent or tenancy agreement. If the data processing is based on the applicable law, the right to transfer does not apply.

Please send any of the requests listed above by e-mail to asiakaspalvelu@espoonasunnot.fi.

Customers have the right to appeal to an international data protection authority if they feel that their personal data has been processed in violation of the data protection regulations. In Finland, appeals can be addressed to the Data Protection Ombudsman: www.tietosuoja.fi.

8. Data protection

As regards the processing of personal data, the system features the appropriate technical and organisational data security measures to protect the personal data against deletion, destruction, misuse and unauthorised access. Access is permitted only to those employees and contractors whose work requires access to the data, and to the Service Provider, which is permitted to process the disclosed data only in accordance with EA's instructions. All persons who have access to the personal data are bound by an obligation to secrecy.

9. Contact information

If you have any questions regarding the Privacy Policy or the personal data that EA stores on its Customers, please contact EA's data protection officer by e-mail at asiakaspalvelu@espoonasunnot.fi.