Description of file

EU General Data Protection Regulation (2016/679)

23 September 2020

Art Museum collection management data file (TAMU/Maria)

1. Controller

The controller is the Culture and Leisure Committee, which delegated the controller's tasks to the Director of Culture on 27 March 2018, Section 71.

2. Person responsible for the data file

Job title

Director of the Helsinki Art Museum

3. Data file contact person

Job title

Head of Collections

Contact information

City of Helsinki, Registry Office, P.O. Box 10 (Pohjoisesplanadi 11–13), FI-00099 City of Helsinki

4. Purpose and legal grounds for processing personal data

Purpose of processing

The data file contains the works of art included in the collections of the art museum. The data file collects and maintains information for official use (spatial data and collection management measures) and for the preservation and research of the cultural heritage of visual arts.

There is personal data related to works of art and collections. This includes information on authors, donors, lenders, procurement sites (including galleries), locations of public art, the maintenance of works, related contact persons and other persons involved in collections and works of art.

Legal grounds for processing

Article 6(1)(c) of the EU General Data Protection Regulation: processing is necessary for compliance with a legal obligation to which the controller is subject.

Essential legislation

- EU General Data Protection Regulation (679/2016)
- Data Protection Act (1050/2018)
- Museums Act and Decree (729/1992)

5. Data content of the file

Personal data is mainly name data. This may include names related to the work of art, such as the creator's or donor's name, and the name, telephone number and workplace address of the contact person. Names are classified by characteristics (role), for example, creator of the work of art, other actors, donor, borrower (representative of the exhibition organiser requesting the loan of the work of art), seller, borrower of the image, contact person of the site (locations of the works of art in the public spaces of the city) or names of

persons appearing in the image (photo archive). The system contains fields concerning the name, address, date of birth and nationality, in relation to either a person or a community.

The data subjects (authors of works of art) have themselves made public the information related to authorship. The information is part of the identification data and provenance data of the work of art. Data content is collected as part of general cultural capital and the history of visual arts.

6. Regular disclosure of personal data

Borrowers of works of art receive the necessary data in connection with the loan. Similarly, the necessary data is disclosed for research purposes. Sites for the placement of works of art (locations) receive the necessary data upon request, in connection with the conclusion of investment contracts and in connection with the inventory of works of art located at the sites (lists of data on works of art).

 The public works of art of the Art Museum located outdoors along with their data are commonly used on the sculpture search site. In addition, they can be found on the service map of the Helsinki Metropolitan Area. The website of the Art Museum contains information on other individual works based on the collection management system. Some of the works on the website have been opened on the basis of open data and are freely available to the public.

 Data is disclosed outside the EU or EEA (not on a regular basis) in connection with loans of works of art or research.

7. Data retention periods

Data is retained permanently.

8. Sources of personal data

Information provided by artists, galleries, museums and exhibition organisers. Information received from the locations of the works of art. Information provided by sellers and donors. Procurement decisions (Director of Art Museum, Executive Director, Culture and Leisure Committee) and art procurement agreements. Requests for loans for works of art and the like.