



Description of file

EU General Data Protection Regulation (2016/679)

23 September 2020

Reservation and database data file (Varaamo and Respa)

1. Controller

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

2. Person responsible for the data file

Job title

Administration Manager

3. Data file contact person

Job title

Project Manager, ICT Development

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 purpose of the data file is to keep an up-to-date list of reserved spaces and to offer booking possibilities to data subjects.

Legal grounds for processing

The legal basis is Article 6(1)(b) of the EU General Data Protection Regulation: processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

Essential legislation

- EU General Data Protection Regulation (679/2016)
- Data Protection Act (1050/2018)

5. Data content of the file

Name and contact information of the data subject and reservation information.

6. Regular disclosure of personal data

No personal data disclosures, including outside the EU or EEA.

7. Data retention periods

Data is retained for 3 years after the period of operation.

8. Sources of personal data

Personal data is obtained directly from the data subject and from the City of Helsinki information system.