

DESCRIPTION OF THE FILE
Personal Data Act (523/1999) section 10

Date of drafting:

___7.12.2017___

Use an enclosure if necessary.

1. Controller	Name Kansainvälinen Paulon sellokilpailu, International Paulo Cello Competition
	Contact information (address, tel. etc...) cello@paulo.fi
2. The person in charge and/or contact person	Name Päivi Pousar, General secretary
	Contact information (address, tel. etc...) cello@paulo.fi Tel. +358 45 2463262 cellocompetitionpaulo.org
3. Name of the register (should describe the content)	Competition applicant register of VI International Paulo Cello Competition
4. The purpose for processing the personal data / the purpose for the use of a register (If the processing of personal data is outsourced [external service providers are used for the processing], a mention about it can be included to this point)	To collect relevant information of applicants to participate in VI International Paulo Cello Competition in 2018. The data is collected by tool "Eventilla". The data is stored and administrated electronically by Eventilla. The register is used only by the Competition organizer for the Competition's purposes.

Tel: +358 10 36 66700

Tel: +358 10 36 16670 (information service 9 a.m. to 3 p.m.) Fax: +358 10 36 66735 www.tietosuoja.fi

[Unofficial translation]

<p>5. Content of the register</p> <p>(For instance: name, address and telephone number of the data subject)</p>	<p>Applicant's personal information: name, date of birth, nationality, country of birth, languages spoken, address, e-mail address, telephone number.</p> <p>Applicant's competition participation information: competition repertoire, links of videomaterial for pre-screening, accommodation information.</p>
<p>6. Regular sources of information *</p> <p>(Which data is received, by whom and on what ground. For instance: consent or provision of a law)</p>	<p>The Competition organizer collects the information described in the instructions for application from all applicants. The information is stored and used only by the Competition organizer, and will not be released for any third parties without the applicant's permission.</p>
<p>7. Regular destinations of disclosed data and whether the data is transferred to countries outside the the European Union or the European Economic Area</p>	<p>The collected information is transferred to and maintained on computers located in Finland.</p>

<p>8. The principles how the data file/register is secured.</p>	<p>A. Manual register (place of storage and the methods of protection)</p> <p>-</p> <p>B. Data register/ADP register (principles for the right to use a register, monitoring of the use and actual protection of hardware)</p> <p>A detailed description of the register security can be found on the following link: https://ssl.eventilla.com/competitionpaulo-2018#</p>
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* Section 10 of the Personal Data Act does not require to make a note of this information, but it's recommendable to do so, regarding the right of access of the data subjects. Furthermore, it also describes the content of the register.

OFFICE OF THE DATA PROTECTION OMBUDSMAN

MODEL FORM

25 November 2004

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