

15.8.2019

DATA PROCESSING IN CARECARE Ltd

CareCare Ltd collects personal data for successful marketing, sales and customer relationship management. Personal data means all information which can be linked to a living natural person. The following types of data are collected in the company: name, address, email, phone number and position in the work unit. This data are mainly processed internally.

DATA PROCESSORS IN CARECARE Ltd

Personal data is collected and managed by: CEO, Product Development Officer, Secretary, Subcontractor, Accountant Office and Sales and Project Personnel. Personal data are mainly processed internally. Personal data is not disclosed to third parties. The ultimate responsibility for collecting personal data is with the company's CEO.

STORAGE OF PERSONAL DATA AND PRINCIPLES FOR THEIR PROTECTION

Personal data are stored on web-based information systems (Netvisor, google contacts, Google Drive and Pipedrive). The service provider for these data services is primarily responsible for protecting information systems. Company employees have been instructed to ensure the safe use of personal data within the organization.

MAINTAINERS OF CUSTOMER AND PERSONNEL REGISTERS IN CARECARE Ltd

The customer and personnel registers are maintained by: CEO, Product Development Officer, Secretary, Subcontractor, Financial Office, Sales and Project Personnel. The ultimate responsibility for maintaining the customer and personnel registers is with the company's CEO.

DATA RECORDING

Personal data in CareCare Ltd are stored in NetVisor, Pipedrive and Google Contacts. Customer data are also stored in the Google Drive cloud service. There are personal data also available on each employee's work station. The level of data protection is the responsibility of the service administrator, who is responsible for monitoring the processing and use of the data. The ultimate responsibility for the storage of personal data is with the CEO of the company.

There is no retention period for personal data.

TRANSFER OF PERSONAL DATA TO THE EUROPEAN UNION / OUTSIDE THE EUROPEAN ECONOMIC AREA

The transfer of personal data outside the European Union is subject to the same practices as in intra-European activities.

RIGHTS OF THOSE REGISTERED

The data subject has the right to check the information about him/her in the register and to request any inaccurate, incomplete or outdated information to be corrected. Requests for inspection and correction must be addressed to the person in charge of the personal register, whose contact details can be found at the end of this report, either by calling or visiting personally, or by email to sales@carecare.fi. Your email will be replied to within 5 business days.

The person in register has the right at any time to withdraw his / her prior consent to the processing of the data or to appeal to the supervisory authority on matters relating to the processing of his / her personal data. The person in register also has the right to request the deletion of personal data from the register, provided that data are no longer needed for the purposes for which they were collected or otherwise processed, or that there are no statutory obligations for the processing or storing the data. The registered person also has the right to request the restriction of the processing of personal data or to object to the processing of personal data concerning him or her, for example in direct marketing and related profiling.

DATA SOURCES OF PERSONAL DATA

The personal data of is received by the company in connection with the order /contact made by the customer (provided information), from lists collected at various events and from public sources.

CONTACT INFORMATION

The person responsible for the register can be contacted in matters concerning the register by email anneli.muona@carecare.fi or by phone +358 50 5247 559

CARECARE Ltd

Anneli Muona
CEO