



16.2.2023

## Privacy statement

EU General Data Protection Regulation 2016/679, Articles 13, 14, 30

### Register

Charger's certification register

### Controller

Division of Occupational Safety and Health of the Regional State Administrative Agency for Western and Inland Finland

Visiting address: Yliopistonkatu 38, FI-33100 Tampere

Postal address: P.O. Box 10, 13035 AVI

Telephone: +358 295 016 000

E-mail: tyosuojelu.lansi@avi.fi

### Contact person in matters relating to the register

Presenting Official Minna Silvennoinen

Division of Occupational Safety and Health of the Regional State Administrative Agency for Western and Inland Finland

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Telephone: +358 295 016 000

E-mail: tyosuojelu.lansi@avi.fi

### Contact details of the data protection officer

Regional state administrative agencies' administrative and development services

Regional State Administrative Agency for Southern Finland

Wähäjärvenkatu 6, Hämeenlinna

P.O. Box 1, 13035 AVI

kirjaamo.etela@avi.fi

### The purpose of the processing of personal data and legal basis for the processing

The Regional State Administrative Agency maintains a register of chargers' certifications for the purpose of promoting occupational safety and health and enabling appropriate supervision.

The processing of personal data is based on legislation.

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Postal address P.O. Box 10, 13035 AVI  
Visiting address Yliopistonkatu 38, 33100 Tampere

Telephone +358 295 016 000 tyosuojelu.lansi@avi.fi  
www.tyosuojelu.fi

The Occupational Safety and Health Department acts as the regional occupational safety and health (OSH) authority.

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Charger Act (423/2016) Section 22(1).

## **Personal data included in the register and special categories of personal data**

Applicant's personal information

- Last name
- First name(s)
- Date of birth + personal identity code
- Postal address
- Telephone
- State of health (possible reference to documents)
- Date of death (based on data from the population register)
- Employment background (previous jobs)
- Additional information (information from telephone conversations customer/other authority)
- Base form number of the certification card
- Explosive work categories (A; B; C; D; E; F)
- Charger category (junior charger, senior charger, chief charger, person responsible for explosive work)
- Reason for cancelling certification (text)
- Additional information (previous certifications, training)
- Served in the Finnish Defence Forces: yes/no

Other personal information

- Name and health insurance number of the physician who performed the health examination

Information on the applicant's suitability for the duties, based on his or her health and a safety clearance, shall be recorded into the register.

Charger Act (423/2016) Sections 6 and 12.

## **Regular sources of data**

The data shall be provided by the charger's certificate applicant.

The Regional State Administrative Agency that grants a charger's certificate shall get a brief personal security clearance on the applicant before granting the certificate, unless the applicant presents the Regional State Administrative Agency with a legal security clearance document.

The police and healthcare professionals are obliged to notify the controller of any such matters, that have come to their attention and that could affect the validity of the charger's certificate.

Information on deceased people for the purpose of removal of data, by the OSH Division of the Regional State Administrative Agency for Western and Inland Finland, shall be provided annually by the Population Register Centre.

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## **Disclosure of information**

The following information will be transferred electronically for the printing of the charger's certificate (Charger Decree (220/2000), Section 1):

- Certificate number
- Last name of the certificate holder
- First name(s) of the certificate holder
- Personal identity code of the certificate holder
- Certificate issue date
- Certificate's last date of validity
- Certificate category
- Postal address

Notwithstanding confidentiality provisions, the Regional State Administrative Agency may disclose data referred to in section 22 to other authorities as necessary for the performance of their duties, or to state authorities of EU Member States or countries that are part of the EEA for the granting of certificates and performance of supervisory duties. The information can be disclosed by means of a technical interface or otherwise electronically. (Charger Act (423/2016) Section 23). Information is disclosed for the purposes described in section 23 of the Charger Act to authorities, such as

- The National Police Board of Finland
- The Finnish Safety and Chemicals Agency

The data included in the register shall be disclosed in accordance with sections 13 and 16(3) of the Act on the Openness of Government Activities (621/1999).

## **Transfer of data outside the EU or the EEA**

The data shall not be transferred outside the EU or the EEA.

## **Personal data retention period**

Data recorded in the register shall be stored for five years after the validity of the certificate.

(Charger Act (423/2016) Section 22).

## **Security of the processing of personal information**

Manual material shall be stored on locked premises with restricted access.

IT processed data shall be protected through user group and access rights management, technical protection of servers, physical protection of premises, access control, data communications protection and backup copying of data.

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## **Rights of the data subject**

### **Right of inspection**

The data subject shall have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her is being processed. The data subject shall have access to the personal data.

Any data subject who wants to inspect data concerning himself or herself shall submit to the OSH Division of the Regional State Administrative Agency for Western and Inland Finland a request signed by the data subject or similarly authenticated or submit a request in person to the controller.

### **Right to demand data to be rectified**

The data subject shall have the right to obtain from the controller without undue delay the rectification of inaccurate personal data concerning him or her. The data subject shall have the right to have incomplete personal data completed.

Any data subject who wants to rectify or complete data concerning himself or herself shall submit to the OSH Division of the Regional State Administrative Agency for Western and Inland Finland a request signed by the data subject or similarly authenticated or submit a request in person to the controller.

### **Other rights related to the processing of personal data**

The data subject shall have the right to lodge a complaint with the supervisory authority (Office of the Data Protection Ombudsman) if the data subject considers that the processing of personal data relating to him or her infringes the EU General Data Protection Regulation.