



25.2.2021

Privacy statement

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

Register

Vera surveillance data system, which is a sub-register of the occupational safety and health enforcement personal data register.

Controllers

Regional State Administrative Agencies' Divisions of Occupational Safety and Health and the Department of Work and Gender Equality of the Ministry of Social Affairs and Health act as joint controllers of the Vera surveillance data system. The Department of Work and Gender Equality of the Ministry of Social Affairs and Health has more restricted access rights as a controller than the other joint controllers.

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

Division of Occupational Safety and Health

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Division of Occupational Safety and Health of the Regional State Administrative Agency for Northern Finland
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The Department of Work and Gender Equality of the Ministry of Social Affairs and Health
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Telephone: +358 295 16001 (Government switchboard)
E-mail: kirjaamo@stm.fi

Contact person in matters relating to the register

Senior Specialist Pirjo Haakana
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Contact details of the data protection officer

Regional state administrative agencies' administrative and development services
Regional State Administrative Agency for Southern Finland
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The purpose of the processing of personal data and legal basis for the processing

The Vera surveillance data system contains identifying details on employers and posts offered by them, as well as data on supervisory measures of OSH enforcement and decision preparations of the Occupational Safety and Health Authority. Vera shall be used as a tool for planning and monitoring the operations of the OSH Authority.

Personal information shall be processed in connection with registering customer contacts, monitoring and implementing supervisory measures.

The processing of personal data is based on legislation.

EU General Data Protection Regulation, Article 6e
Act on Occupational Safety and Health Enforcement and Cooperation on Occupational Safety and Health at Workplaces (44/2006), sections 3 and 4

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Division of Occupational Safety and Health

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

The customer's personal data for customer contact:

Last name
First name
Organisation
Professional title
Postal address
Telephone
Fax
Email address

Information of informants, pursuant to Section 10 of the OSH Enforcement Act (Act on Occupational Safety and Health Enforcement and Cooperation on Occupational Safety and Health at Workplaces (44/2006)), shall be concealed.

In cases involving occupational discrimination, only general information on what grounds the person was discriminated against shall be recorded into the register. Options:

Age
Origin, nationality
Language
Religion
Belief
Opinion
Political activity
Trade union activity
Family relationships
State of health
Disability
Sexual orientation
Other personal characteristics
Gender, gender minorities
Pregnancy, parenthood, family maintenance obligations

In cases involving work discrimination, the data recorded on the discrimination includes special categories of personal data.

Personal data of OSH personnel included in the employer's data:

Last name
First name(s)
Professional title
Postal address

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The Division of Occupational Safety and Health acts as the regional occupational safety and health authority.

Division of Occupational Safety and Health

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Telephone

Email address

OSH personnel title

Period of cooperation in occupational safety and health matters

Other information such as workplace or post

Personal data of inspection participants and inspection report recipients included in the inspection data and the inspection report:

Last name

First name(s)

Professional title

Organisation

Postal address

Telephone

Fax

Email address

Personal data included in the advance notification for construction work:

Contact person of the principal contractor, competent person appointed for the construction site, contact person of the builder, data reporter

First name

Last name

Telephone

Email address

In addition to the above information, address details will also be recorded on the builder's responsible safety coordinator.

Contact information of selected employers and independent contractors:

Last name of person in charge

First name of person in charge

Notification on using young people for dangerous work form:

Last name of person in charge

First name of person in charge

Data reporter's details:

Last name

First name

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Educational establishment/training provider
Profession/title
Telephone
Email address

Personal data included in the advance notification for asbestos removal work:

Contractor and date of asbestos removal work:

First name of the contractor/contact person
Last name of the contractor/contact person
Telephone
Postal address

Survey conducted by:

Last name
First name
Telephone

Name and contact information of the data reporter:

Last name
First name
Telephone
Email address

Personal data on workers posted in Finland by foreign enterprises

The posting employer's persons in charge in its country of domicile.

Personal data of the contractor if the client is a private individual:

First name
Last name
Date of birth
Postal address
Email address
Telephone

Personal data of the builder if the builder is a private individual:

First name
Last name
Date of birth

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Postal address

Email address

Telephone

Possible representative in Finland (required for work that lasts for a total of over 10 days in the last 4 months).
The following personal data shall be collected on the representative:

First name

Last name

Postal address

Email address

Telephone

Contact person information

First name

Last name

Position

Postal address

Telephone

Email address

Role

Regular sources of data

The data shall be gathered in connection with supervisory activities of the Occupational Safety and Health Authority or obtained from the data subject. Information about employers' occupational safety and health personnel is regularly acquired from the occupational safety personnel register which is maintained by The Center for Occupational Safety. The personal data contained in foreign employers' notifications of posting workers to Finland are collected from the posting undertakings and electronic forms of Regional State Administrative Agencies as well as the Vastuu Group Oy electronic interface.

Disclosure of information

Personal data shall not be regularly disclosed to third parties.

The Occupational Safety and Health Authority shall have the right to disclose, at its own initiative, information on suspected negligence or fault, that the OSH Authority has discovered in connection with supervising compliance with the Act on the Contractor's Obligations and Liability when Work is Contracted Out, the minimum terms and conditions of employment or the use of foreign employees (Act on Occupational Safety and Health Enforcement and Cooperation on Occupational Safety and Health at Workplaces 44/2006, Section 4d), notwithstanding confidentiality provisions or other restrictions on access to information.

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).

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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

Personal information	Retention period
Personal data of customers for customer contact	5 years
Personal data of OSH personnel	Inspection reports and the names they contain are kept permanently. Other personal data is kept for five years since the data last has been added or updated.
Personal data of inspection participants and inspection report recipients included in the inspection data and the inspection report	Inspection reports and the names they contain are kept permanently. Other personal data is kept for five years since the data last has been added or updated.
Personal data related to cases involving improvement notifications (and their obligations).	Permanently or as long as data on improvement notices and their obligations is stored in Vera.
Personal data included in the advance notification for construction work	10 years
Personal data included in the notification on using young people for dangerous work form	5 years
Personal data included in the advance notification for asbestos removal work	10 years
Personal data included in notifications on workers posted in Finland by foreign enterprises	10 years

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 a request signed by him or her or a similarly authenticated request in writing to the controller or submit a request in person to the controller. The Division of Occupational Safety and Health of the Regional State Administrative Agency for Western and Inland Finland acts as the contact point for data subjects.

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 a request signed by him or her or a similarly authenticated request in writing to the controller or submit a request in person to the controller. The Division of Occupational Safety and Health of the Regional State Administrative Agency for Western and Inland Finland acts as the contact point for data subjects.

Right to erasure

When the processing of personal data is based on the data subject's consent, the personal data can be erased upon request by the data subject. For example, the contact information of a person who has reported a fault or concern at her workplace can be erased from the customer contact data of the Vera surveillance data system upon request by the data subject. However, if the processing of personal data is based on legal supervisory duties of the Occupational Safety and Health Authority the personal data is not usually erased.

Any data subject who wants data concerning himself or herself to be erased 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.