

CUSTOMER REGISTER AND PRIVACY STATEMENT / LEVI WEST INVEST OY

This is a register and privacy statement in accordance with Levi West Invest Oy Personal Data Act (Sections 10 and 24) and the EU General Data Protection Regulation (GDPR). Created on 21.11.2023.

1. Register holder

Levi West Invest Oy / c/o Veli-Matti Otava / Vesiheinäkatu 1 as 1, 20780 Kaarina

2. Contact of responsible person of the register

Veli-Matti Otava / veli-matti.otava@tku-rakennus.fi / +358 40595 8990

3. The name of the register

Levi West Invest Oy Customer and marketing registry.

4. Legal basis and purpose of the processing of personal data

The legal basis for processing personal data according to the General Data Protection Regulation (GDPR) is the data controller's legitimate interest (e.g., customer relationship).

The purpose of processing personal data is to maintain communication with customers, manage customer relationships, marketing, etc. The information is not used for automated decision-making or profiling.

5. Information content of the register

The data to be recorded in the register are person's name, phone number, email, IP address.

Customer information is retained for 5 years.

6. Supported sources of information

Information stored in the register can be obtained from the customer eg. messages sent via web forms, email, telephone, social media services, contracts, customer meetings and other situations where a customer discloses information.

7. Regular disclosures and transfers of data outside the EU or the EEA

Information is not routinely disclosed to other parties.

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8. Principles of Registry Protection

The records shall be handled with care and the data processed by the information systems shall be appropriately protected. When register information is stored on Internet servers, the physical and digital security of their hardware is properly taken care of. The register controller shall ensure that the stored information, as well as server access and other information critical to the security of the personal data, is treated confidentially and only by the employees whose job description it is included in.

9. Right of inspection and right to have the data corrected

Every person in the register has the right to verify their data stored in the register and to request the correction of any inaccurate or incomplete information. If a person wishes to verify or request rectification of the information stored about him or her, the request must be sent in written to the register holder. If necessary, the controller may ask the applicant to prove his/her identity. The register holder will respond to the client within the time limit set by the EU Data Protection Regulation (as a rule within one month).

10. Other rights relating to the processing of personal data

A person on the register has the right to request that personal data relating to person be removed from the register (“the right to be forgotten”). Data subjects also have other rights under the [EU General Data Protection Regulation](#), such as restricting the processing of personal data in certain situations. Requests should be sent in written form to the register holder. If necessary, the register holder may ask the applicant to prove his/her identity. The register holder will respond to the client within the time limit set by the EU Data Protection Regulation (as a rule within one month).