

Privacy Statement

Controller

Communications Office Selander & Co. Ltd
Hämeenkatu 20 A
FI-33200 Tampere, Finland
www.viestintaselander.fi

Contact person responsible for the personal data filing system

Kirsi Pummila
050 584 7220
kirsi.pummila@viestintaselander.fi

Whose data we process

Our customers' and potential customers' data

The data we process

- Name
- Phone number
- Email address
- Employer
- Role/title

Your right to request access to and rectification of your data

You as a data subject have the right to access your data that we have stored in our filing system. To exercise your right to access your data, please send a written request to the person responsible for the personal data filing system. You have the right to request the rectification of any incorrect data or the completion of any incomplete personal data. If you would like to access the data we hold about you or request a rectification of your data, please send a written request to the controller.

Protection of the data in the filing system

The necessary precautions are taken when processing the data in the filing system, and the processed data is protected using appropriate measures in the data systems. If the data filing system is located on an Internet server, appropriate measures are taken to secure the servers physically and digitally.

The controller ensures that the stored data, server access rights and other information that is critical in terms of the security of the personal data are always processed confidentially. Only the people whose role requires them to process the personal data have access to the data.

Purpose and basis for processing personal data

We process personal data in order to be able to maintain our customer relationships and market our services to potential new customers.

The legal basis for processing customer data is the execution of the contract we have entered into with the customer. In the case of potential customers, the legal basis for processing the data is our legitimate interest.

We do not use the data in automated decision-making or profiling.

How long we process the data for

After the termination of collaboration with a customer, we store the customer's data for a period of one year (12 months).

Sources of the data we process

The data stored in the filing system is provided by the customers and potential customers themselves when they send us messages using our online message forms or email, in phone conversations, contracts or customer meetings, and in other events and circumstances in which customers provide their data.

Your right to object to the processing of your data

As a data subject, you have the right to object to the controller processing your personal data. To exercise your right to object to processing your data, send a written request to the person responsible for the personal data filing system.

Cookie policy

A cookie is a small text file that is placed on your computer when you visit a website. Communications Office Selander & Co. Ltd primarily uses cookies for improving the user experience and functionalities and for assessing the use of the materials on its website. When visiting our website, you can decline cookies in your internet browser settings. For more information, please refer to the user instructions of your browser. In some cases, declining cookies can compromise your user experience of the website.

Communications Office Selander & Co. Ltd uses third party web services and content (such as social media plug-ins and analytics) on its website. They may download content, data and cookies from the servers of these service providers. In these cases, these third parties may also use their own cookies according to their terms of use. Communications Office Selander & Co. Ltd strives to ensure that these third parties follow good data security practices and valid laws and regulations.