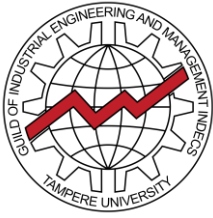


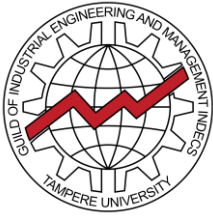
Tuotantotalouden kiltä Indexes ry

Register and privacy policy for Customer  
Relationship Management System



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1 The statement is based on the information obligations of registered data controllers under the EU  
2 General Data Protection Regulation (2016/679), Finnish Data Protection Act (1050/2018). Drafted  
3 14.3.2023.

## 4 **1. Name of the Register**

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5 Register and privacy policy for Customer Relationship Management System

## 6 **2. Registrar**

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7 Tuotantotalouden kilta Indecs ry (later "guild")  
8 Tampereen yliopiston Hervannan kampus  
9 Konetalo K1725  
10 PL 589  
11 33101 Tampere  
12 hallitus@indec.fi

### 13 **2.1. Contact person responsible for the Register**

14 The current corporate relations responsible of the guild is responsible for the register.  
15 yrittysvastaava@indec.fi

## 16 **3. The legal basis and purpose of processing personal data**

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17 The purpose of the Customer Relationship Management System is to maintain information related  
18 to the business co-operation of the Guild for following purposes:

- 19 • Maintaining relations with the company and its affiliates
- 20 • Sales
- 21 • Communication

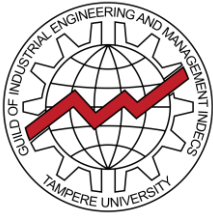
22 The basis for processing the data is the legitimate interest of the controller to collect general and  
23 imprecise information about its customers, partners, and stakeholders.

## 24 **4. Content of the Register**

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25 A contact person is stored in the register:

- 26 • Name
- 27 • E-mail address



- 28 • Phone number
- 29 • Job title
- 30 • Company
- 31 • Conversations
- 32 • Any other information directly related to the relationship

## 33 5. Sources of information in the Register

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34 The information stored in the register is provided by the individuals themselves or found by search  
35 engines.

## 36 6. Disclosing information

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37 The information in the register will not be disclosed outside the Guild Board and its appointed offic-  
38 ers or project team members.

39 The data is stored in the HubSpot system, whose privacy policy you can read more about:

40 <https://legal.hubspot.com/dpa>. The HubSpot organization may transfer data outside the EU. In do-  
41 ing so, it will be processed in accordance with the EU-US Privacy Shield program. For more infor-  
42 mation, see <https://www.privacyshield.gov>.

## 43 7. Protection of the Register

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44 Access to the data requires a personal username and password. Access is restricted to essential  
45 persons only. The electronic register is protected by appropriate and generally acceptable means.  
46 The register is handled with due diligence.

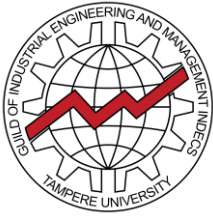
## 47 8. Rights of the Registered

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48 All individuals registered have the right to review their information stored in the register. An indi-  
49 vidual must provide reliable proof of their identity. The request for inspection must be addressed in  
50 writing to the contact person of the register. The controller shall delete, rectify or complete data  
51 which are inaccurate, unnecessary, incomplete or out of date, on its own initiative or at the request  
52 of the person concerned. The request for rectification shall be addressed in writing to the contact  
53 person of the register.

## 54 9. Storage period of data

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55 The data is collected to maintain the Guild's business cooperation, and the data is stored if the com-  
56 pany is a partner of the Guild, has cooperated with the Guild in the last five years or has reason to  
57 believe that the company is a potential partner.

## 58 **10. Changes to this statement**

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59 This privacy statement for member register can be updated from time to time, for example when  
60 the legislation changes. This statement was last updated on 14.3.2023.