

DATA PROTECTION DESCRIPTION

Modified: 23rd May, 2018



THE OWNER OF REGISTRY

Plastep Oy, Kutomakuja 2, 19410 Kuortti, Finland.

THE ADMINISTRATOR OF REGISTRY

Natalia Orlova, Customer service, Kutomakuja 2, 19410 Kuortti, Finland, natalia.orlova@plastep.fi.

NAME OF THE REGISTER

Plastep Sales and Customer Service.

PURPOSE OF THE PROCESSING

Collected data is used for marketing, sales, customer service and enhancement of user experience.

CATEGORIES OF DATA SUBJECTS AND THE CATEGORIES OF PERSONAL DATA

Categories of data subjects: Customers, Website visitors.

Categories of data: Name, Email, Status, Roles (business area of interest), Company, Job title, Phone number, Address, City, Zip, State, Country, Type of business, Company description, IP address, Last login.

LEGAL BASIS OF PROCESSING PERSONAL DATA

The collection and processing of personal data is based on person's consent or processing is necessary for the purposes of the legitimate interests (of the controller concerning marketing, sales and customer service and for any purposes reasonably incidental there to) pursued by the controller or by a third party.

THE RECIPIENTS OF THE PERSONAL DATA

Marketing, Sales, Customer Services, Website Administrators.

REGULAR DISCLOSURES OF DATA AND TRANSFER OF DATA TO COUNTRIES OUTSIDE EU/EEA

Data will be disclosed to authorities when the law requires it.



THE RETENTION PERIOD OF PERSONAL DATA

Personal data is stored only as long as is necessary to fulfil our rights and obligations related to the data. Once personal data is no longer necessary, we delete it or anonymize it as soon as possible.

THE RIGHT TO ACCESS TO AND RECTIFICATION OF PERSONAL DATA

Data subjects have the right to access his/her records. Data subjects may use their right of access to data in the records by sending the request to Plastep at the following address: Plastep Oy, Customer Service, Kutomakuja 2, 19410 Kuortti, Finland.

If there is an error in the registered data the data subject may file a request for rectification from the person mentioned in point 2. Every data subject has also the right to demand erasing, restriction or to object on processing data.

OTHER RIGHTS RELATED TO THE PROCESSING OF PERSONAL DATA

Data subject has a right to lodge a complaint with a supervisory authority if data subject considers that the processing of personal data relating to him or her infringes the regulation.

Data subjects have the right to withdraw the consent by contacting the administrator.

AUTOMATED DECISION MAKING

Plastep will not use processing or profiling based on automated decision making.

SECURITY PRINCIPLES

Data is protected by technical and organizational measures against accidental and/or unlawful access, alteration, destruction or other processing including unauthorized disclosure and transfer of data.

Plastep provides training and guidance to personnel on data protection and information security matters.