



## Data protection description

Policy of personal data processing and the rights of data subjects, EU General Data Protection Regulation (2016/679) articles 12 - 20.

Drafted on: 20.5.2018

### 1. Name of the register

Finnish Sighthound Association's Racing, Coursing and Pack Coursing information system

- Dog owner register
  - Coursing register (partial copy of dog owner register)
- Official register
- Event applicant register
- Data processing log

### 2. Data controller

Name: Suomen Vinttikoiraliitto ry / Finnish Sighthound Association

Address: Silkokuja 3 D 38, 00700 Helsinki

Email: sihteeri.svkl@gmail.com

www.suomenvinttikoiraliitto.fi

### 3. Contact person for matters concerning the register

Nina Vuorio

Address: Raidistontie 53, 21360 Lieto as.

Email: tietosuoja.svkl@gmail.com

### 4. Purpose of processing personal data and legal basis of processing

Legal basis of personal data processing is based on the data subjects consent.

Dog owner's personal data can be processed for the following purposes:

- Controlling the dog owner register
- Licence cards
- Organizing racing, lure coursing and pack coursing events
  - Entries
  - Event letters
  - Event program
  - Result service
  - Event reports
- The owner information of the dogs that participated to an event can be published with the results.
- Contacting dog owners
- Sending newsletters and information
- Contacting the owners of best dogs of Finnish Sighthound Association's Dog of the year competition.
- Checking the owner information of the dogs that were entered to the FCI Championship team.
- Reports that are required by Finnish Kennel Club.



Official's personal data can be processed for the following purposes:

- Controlling the official register. Keeping a register about the qualifications and courses of the officials.
- Event applications and event calendar
- Organizing racing, lure coursing and pack coursing events
  - Event applications
  - Event reports
  - Names of the officials that have a duty in the event are published in the event program
- Name of the head judge is published with the results and head judge's report in the result service
- Contacting officials
- Sending newsletters and information
- Statistics
- Names of the qualified measuring persons are published on a public measuring persons list on the information system. The measuring persons contact information is published only with consent in the same place. Consent can be withdrawn at any time.
- Reports that are required by Finnish Kennel Club.
- Controlling the usage permissions of the information system

Event applicant's personal data can be processed for the following purposes:

- Contacting the applicant about the event application matters
- Controlling the usage permissions of the information system

Data processing log's information can be processed for the following purposes:

- Resolving personal data history
- Resolving possible abuse cases, security breaches and error cases

## 5. Register data content

### Dog owner register

The following personal data is saved in the register (all data is not mandatory):

- name
- address
- home town
- phone number
- email address
- the dogs owned by the person

### Official register

The following personal data is saved in the register (all data is not mandatory):

- name
- address
- home town



- phone number
- email address
- member association
- kennel district
- Finnish Kennel Club member number
- courses
- qualifications
- language skills
- information about the events where the official has had a duty

### **Event applicant register**

The following personal data is saved in the register:

- Event applicant's name and the association that has authorized the person to make event applications
- Event applicant's name and contact information is saved on the event application

### **Data processing log**

Information about who has changed or looked at other persons data, what information has been seen or changed and when, is saved to the data processing log. In addition to that, information is saved about who has loaded and when, the coursing register or event printouts that include personal data.

## **6. Standard sources of information**

Dog owner's information is obtained from the license card applications and its annexes and the owners themselves. For the foreign dogs the information is obtained from the event entry forms and the owners themselves. Official's information is obtained from the qualification applications, event applications and officials themselves. Event applicant's information is obtained from the association that has named the person as applicant and the applicant himself.

## **7. Standard disclosure of information**

Information is not disclosed to any party outside the EU or the European Economic Area.

Information is disclosed only to the following parties:

- Fédération Cynologique Internationale / FCI
- Finnish Kennel Club / SKL
- Kennel Districts
- Finnish Sighthound Association / SVKL and its officials
- Finnish Sighthound Associations member clubs and their event organizers
- International event organizers

The registered information is used by Finnish Sighthound Association and its member clubs for organizing events. Event organizer is allowed to use the information only for organizing the event and drafting the event reports.



Finnish Kennel Club is provided with the event reports the dog owners name and home town. FCI is provided with the CACIL and reserve-CACIL winning dog owners name and contact information. Kennel District is provided with the Kennel district champion dogs owners name and contact information. Kennel District is also provided with the same event reports that the Finnish Kennel Club.

Finnish Kennel Club is provided with the named officials (head judge, reserve head judge, race director, race secretary) information with the event applications. The same are provided with the event reports to Finnish Kennel Club and the event places kennel district. FCI is provided with the name of the head judge and international judges with the list of CACIL and reserve CACIL dogs. International event organizers are provided with the list of Finnish judges if they have given their consent. The consent can be withdrawn at any time.

## 8. Data storage period

Dog owner's name is kept permanently unless data subject asks for the removal. Other personal information is kept for one (1) year after the year that person has no dogs with authorization to start. The counting starts from the turn of the year. Official's personal information is kept permanently unless data subject asks for the removal after he/she no longer has valid qualifications. Event applicant's information is kept as long as he/she is authorized to make event applications. Data processing log's information is kept permanently.

Personal information is removed, if the data subject has demanded for the data removal or withdrawn his/her consent to data processing. However the data is not removed from the backups, the data exits from the backups according to the backup cycle. The removal of personal data is done by anonymizing or removing the data from database depending on the case.

## 9. Principles of register protection

The data is kept in a database on a web-server which can be accessed only with a personal user name and password. The internet connection to the web service is SSL-secured.

At the moment only the persons on the official register can register as users. In the future also the dog owners can register so that they can maintain their own information. Within the register, access rights are managed by user profiles.

Personal data can be viewed, added and modified only by persons specially authorized for that. In addition to that persons in the official register can view each other's information and event organizers can view the information of the owners of the dogs entered to the event.

Event organizer can download coursing register from the information system. Organizers have been given instructions to keep the file on the devices that have been protected properly. Coursing register can be used only for organizing the event and making the event reports.

Personal data changes and usage is logged to the data processing log which is used for resolving personal data history and possible abuse cases, security breaches and error cases.

## 10. Right of inspection, right to demand data correction, right to demand data removal (EU General Data Protection Regulation articles 15 - 17)

The data subject has a right to know what information regarding to him/her has been saved to the register or that there is no information about him/her in the register. Data subject has to provide necessary



information in order for data controller to seek the information. The data subject has a right to demand that the data controller corrects inaccurate or incorrect information about him/her without unnecessary delay.

Data controller has to from his own initiative or data subjects request, fix, remove or supplement the personal data, if the data is incorrect, unnecessary, inadequate or outdated for the data processing and collection purpose.

The data subject that wants to inspect, demand data correction or demand data removal in the manner described in the previous section, has to present a request to the register's contact person with self-signed or similarly certified document.

Inspection, data correction and data removal requests have to be written on the forms that can be loaded from the Finnish Sighthound Association internet pages: <http://www.suomenvinttikoiraliitto.fi/tietosuoja>

If the data controller does not approve the data subjects demand, the data controller has to give a written certificate about the matter. The certificate has to have the reasons why the demand has not been approved and it has to tell that there is a possibility to make an appeal to the supervisory authority and use other legal remedy.

### **11. Right to withdraw consent**

If the legal basis of the personal data processing is data subject's consent, the data subject has a right to withdraw his/her consent. Consent withdrawal or objection of data processing has to be presented to the register's contact person with self-signed or similarly certified document

### **12. Does the data processing include automatic personal data processing, like profiling?**

Personal data processing does not include automatic personal data processing or profiling.

### **13. Other matters related to personal data processing**

Personal data is not used or disclosed for the purposes of direct advertising, distance selling, other direct marketing, market research, opinion polls, public registers or genealogical research.

If the demands from the data subject are obviously groundless or unreasonable, specially if they are presented repeatedly, data collector can either:

- collect a reasonable fee taking into consideration the administrative costs incurred from delivering information or messages.
- refuse to execute the requested action

In such cases, the data controller must demonstrate obvious unjustified or unreasonable demands.

### **14. Data subject's right to appeal (EU General Data Protection Regulation article 77)**

Data subject has a right to make an appeal to supervisory authority, if the data subject considers that processing of his/her personal data violates this article, without prejudice to other administrative or legal remedies.