



SRAL

The Finnish Amateur Radio League

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DESCRIPTION OF THE FILE / DESCRIPTION OF DATA PROTECTION

Personal Data Act (523/1999), Section 10

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1. Controller

Name:

The Finnish Amateur Radio League

Business ID:

0202266-8

Domicile:

HELSINKI

Postal address:

PO Box 44, FI-00441 HELSINKI,
FINLAND

Visiting address:

Kaupinmäenpolku 9, HELSINKI,
FINLAND

Telephone:

+358 9 562 5988 (office)

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+358 9 562 3987

Email:

hq@sral.fi

2. Person responsible for register issues

Person responsible:

Supervisor of examiners

Juhani Lehtosaari, OH2MD

Telephone: +358 50 559 2226

Email: oh2md@sral.fi

Contact person:

Communications Officer

Annika Wahlström, OH2HSJ

Telephone: +358 9 562 5988

Email: oh2hsj@sral.fi

3. Name of the register

Amateur Radio eXam – Tutkintojärjestelmän henkilörekisteri (Amateur Radio eXam – personal data file)

4. The purpose of processing personal data / purpose of the register

A user's personal data may be processed for the following purposes:

- management and development of the user relationship,
- implementation of a service,
- authentication of user events,
- marketing associated with amateur radio examinations and related training,
- opt-in and opt-out of direct marketing,

- analysis, statistics and
- other such purposes.

Personal data might also be processed in the national telecommunications regulatory authority, in a unit that handles amateur radio licenses, pursuant to the provisions of the Personal Data Act.

5. Information content in the register

The register may hold the following information:

- contact data, such as name, address, telephone numbers and email addresses,
- registration data, such as user id, password and any other unique identifier,
- age, gender, nationality and preferred language,
- any profiling information or information on interests submitted by the user,
- any authorisations and consents given, and
- any other data collected with the user's consent.

In addition, the register contains the following information about users who are taking amateur radio examinations pursuant to the requirements for amateur radio examinations outlined by the national telecommunications regulatory authority:

- personal identity code,
- place and date of the examination,

- information about the examination taken and information entered by the examiner who received the examination,
- information about a certificate awarded to the person who took the examination, if the examinations taken entitle the person to a certificate,
- for new applicants, information about a granted amateur radio license, if the applicant is awarded an amateur radio certificate,
- a guardian's consent, if the person is under 15 years old,
- consent for disclosure of information concerning the license to the national special interest group of amateur radio operators, and
- other information concerning the taking of the exams, such as payment information, feedback and contacts.

Furthermore, the register contains the following information on persons appointed as amateur radio examiners:

- personal identity code and
- unique identifier number of the examiner.

6. Regular sources of data

Data on the user is regularly obtained from the following sources:

- the user himself/herself during registration, the Internet, email or other such source, and
- cookies or other such technologies.

7. Regular data disclosure and data transfer outside the EU or the European Economic Area

Data is regularly disclosed to:

- the national telecommunications regulatory authority pursuant to the Personal Data Act and as required by the processing of a license in the event of a passed amateur radio certificate examination, and
- to the national special interest group of amateur radio operators, including the disclosure of license data, with the user's consent.

Data is not regularly transferred or disclosed outside the EU or the European Economic Area.

8. The data subject's rights

Right of access and right of rectification

A data subject has the right of access to the data on himself/herself stored in the register. Requests concerning the right of access must be submitted in writing, with a signature to the address mentioned in Section 1 herein.

If there are errors in the registered data, the data subject may submit a request of rectification to the person responsible for register issues mentioned in Section 2 herein.

Right to prohibit processing

A data subject has the right to prohibit the controller to processing personal data for purposes of direct advertising, distance selling, other direct marketing, market

research, opinion polls, public registers or genealogical research.

In matters concerning rectification or prohibition of processing, a data subject can contact the controller by calling +358 9 562 5988 or by sending mail to the address mentioned in Section 1 herein.

9. Principles of register security

Manual data

There is no manual data.

Electronically saved data

Access to the system containing user information is granted only to those employees of the Finnish Amateur Radio League, persons appointed as amateur radio examiners by the league, and the employees of the national telecommunications regulatory authority who have the right to process user data as part of their job. They are bound by a non-disclosure obligation. Each user has a personal user id and password to the system, and a user role based on their job. Navigation in the system is controlled by access passes. The data is collected into databases that are protected by firewalls, passwords and other technical means. The databases and their backup copies are located in locked premises and the data can only be accessed by certain persons appointed in advance. Data is disclosed or given to a third party only as a result of a statutory duty of notification, such as a user's own request, or a statutory request by an authority.