DAS Key Register

1. Registrar

Domus Arctica –säätiö sr. Phone 020 7699 180 Company ID-number 0210547-1

Yliopistonkatu 21

96300 Rovaniemi

Phone 020 7699 180

2. Person in Charge of the Register

Maintenance Service Manager, Perttu Granlund

Yliopistonkatu 21

96300 Rovaniemi

Phone: 020 7699 180

perttu.granlund@das.fi

3. The Name of the Register

Electronic and Manual Key Use-register

4. The Use of Personal Data

To solve crimes, vandalism and other misuses that have taken place on the properties owned by the registrar.

5. Data Content of the Register

Information about handing out keys

- the name, and address, and other contact information of the person to whom the keys have been handed to
- the date of handing out and receiving back the keys

Access information of the properties' doors

- key identification information
- date and time

6. Regulated Sources of Information

The information collected from the registered person himself/herself as the keys are being handed out, access information collected from the properties' door readers.

7. Regulated instances of handing out information

DOMUS ARCTICA -SÄÄTIÖ sr
Yliopistonkatu 21, 96300 Rovaniemi
puh. 020 7699 180
dasaspa@das.fi
www.das.fi

Information is not mainly handed outside DAS.

In cases of suspected crimes, information can be handed out to the Finnish police and Customs Office.

8. Transferring information outside the EU and the European economic zone

Information is not transferred outside the member states of the European Union or the European economic zone.

9. Protecting the Register

Electronic registers are protected with firewalls, passwords and other necessary technical methods currently generally approved in the IT field.

Manually maintained registers are contained in spaces where unauthorized persons have no access.

Only individualized employees of the registrar, or the employees of co-operative partner companies, which the registrar has authorized and who have signed a confidentiality agreement, have access to the registered information with a personalized access given by the registrar.