



4.11.2021

## Data protection record

### 1. Name of the file

Stakeholder work under the project on the built environment information system (RYHTI)

### 2. Joint controller

Ministry of the Environment  
Aleksanterinkatu 7, PO Box 35  
FI-00023 GOVERNMENT  
Tel. +358 295 160 01 (switchboard), [kirjaamo@ym.fi](mailto:kirjaamo@ym.fi)

Finnish Environment Institute  
Latokartanonkaari 11,  
FI-00790 Helsinki  
Tel. +358 295 251 000 (switchboard), [kirjaamo@syke.fi](mailto:kirjaamo@syke.fi)

Requests and inquiries concerning the realisation of the rights related to the processing of personal data can be addressed to either controller.

### 3. Contact person in matters concerning the file

Tuija Pakkanen, Senior Specialist, Ministry of the Environment  
Päivi Malmi, Project Manager, Finnish Environment Institute

### 4. Contact details of the data protection officer

Maija Seppälä, Senior Specialist  
Tel. +358 295 250 017, [tietosuoja@ym.fi](mailto:tietosuoja@ym.fi)

Data protection officer  
[tietosuojaSYKE@syke.fi](mailto:tietosuojaSYKE@syke.fi)

### 5. Purpose and legal basis of processing of data

Stakeholder work is an important part of the work by public authorities under the project on the built environment information system (RYHTI). Without contributions from stakeholders, the definitions and impact assessment of the built environment information system or the related legislative drafting could not be done in a way that is user-oriented and takes the perspectives of different operators into account. Our stakeholders include municipalities, regional councils, central government authorities, contact persons in the administrative branch, information system and software suppliers, real estate and construction sector organisations (KIRA) and representatives of other associations. We engage in contact with stakeholders



in a variety of ways. Our cooperation takes the form of information exchange and transmission, inquiries and involvement, organisation of events and establishment of the working and steering groups. In order to enable stakeholder cooperation, the Ministry of the Environment and Finnish Environment Institute collect and process personal data from persons belonging to stakeholder groups.

The processing of the data is necessary and proportionate for the performance of a task carried out in the public interest (section 4, subsection 1 of the Data Protection Act). Tasks carried out in the public interest refer to the definition and development of the built environment information system and the related legislative drafting.

## **6. Categories of data subjects and related categories of personal data (data content)**

Data to be stored in the file consist of personal data of the representatives of the stakeholder groups of the project on the built environment information system (RYHTI) necessary for the specific purpose of the processing: name, email, place of work/employer, telephone number and job title or position.

## **7. Recipients or categories of recipients of personal data**

Personal data are processed by employees of the Ministry of the Environment and Finnish Environment Institute who are entitled to access the data and process the matter at hand. In addition, the data may be processed by service providers and their subcontractors acting on behalf of the Ministry of the Environment and Finnish Environment Institute with whom the Ministry of the Environment or Finnish Environment Institute has agreed on the processing of data as required by the data protection legislation.

## **8. Transfer of data to third countries**

Data in the file are not transferred or disclosed to countries outside the European Union or the European Economic Area.

## **9. Protection of personal data**

The data controller has taken the necessary technical and organisational measures and requires that the service providers it uses also take such measures.

## **10. Envisaged time limits for the erasure of different categories of data (or criteria for determining the time limits, as far as possible)**

Data in the personal data file are stored for as long as is necessary to perform tasks carried out in the public interest. Data on the participants in the definition work are stored until the end of the project on the built environment information system (RYHTI). With respect to the inquiries for the impact assessments of the built environment information system, personal data are stored for the duration of the RYHTI project and legislative drafting of the built environment information system, after which they will be erased. Individuals and their data will be removed from the file upon request from the data subject or if the recipient cannot be reached via email.



## **11. Sources from which the personal data originate and, if applicable, whether they came from publicly accessible sources**

Data to be processed are collected from publicly available sources, such as stakeholders' websites, or from the stakeholders themselves.

## **12. Rights of data subjects**

Read more about data protection and rights of data subjects at: <https://ym.fi/en/data-protection>

[https://www.syke.fi/en-US/SYKE\\_Info/Privacy\\_notice](https://www.syke.fi/en-US/SYKE_Info/Privacy_notice)