



# Ministry of Education and Culture Privacy Notice to Data Subjects

Personal data processed in Funet Miitti ZOOM video conferencing service

## 1 General information

This Privacy Notice contains the information to be provided for the data subject required under Articles 13 and 14 of the EU General Data Protection Regulation (EU) 679/2016.

## 2 Identity and contact details of the controller

Ministry of Education and Culture  
Postal address: PO Box 29, 00023 GOVERNMENT  
Email address: registry.okm(at)gov.fi  
Tel. +358 295 16001 (Government switchboard)  
Government distribution centre: Ritarikatu 2 B, Helsinki

## 3 Contact details of the data protection officer

Data protection officer of the Ministry of Education and Culture  
Email address: okmtietosuojaavastaava(at)gov.fi  
Postal address: Ministry of Education and Culture, PO Box 29, FI-00023 GOVERNMENT

## 4 Purposes for processing personal data

Purposes of processing:

- management of access rights to the service
- management of meeting participants data
- communication for meeting participants
- organisation of meetings and participation in meetings
- log management

## 5 Basis for processing personal data

Processing of personal data is based on:

- The Ministry of Education's rules of procedure (359/2014)
- Government Decree on the Ministry of Education and Culture (310/2010)

The legal basis for personal data processing is provided in accordance with Article 6(1)(e) of the General Data Protection Regulation (public interest).

## 6 Categories of data subjects and categories of personal data to be processed

Categories of data subjects:

- ministry users
- meeting participants

Categories of personal data (personal data to be processed):

- name information
- email address
- organisation information
- membership of user groups
- voice and image recordings
- IP-address and log information
- EPPN (a unique record created by the user's home organisation, often the user's email address)

## 7 Sources of personal data

Personal data is obtained from the data subjects themselves.

## 8 Processors and recipients of personal data

The personal data are processed by:

- CSC - IT Center for Science Ltd (service provider)
- NORDUnet A/S (Nordic service provider)

- Zoom Video Communications, Inc. (troubleshooting and technical support)

## **9 Transferring personal data outside the EU or the EEA or to international organisations**

The personal data will not be transferred outside the EU or the EEA or to any international organisations.

## **10 Personal data retention periods**

The users of the Ministry may request that their data be erased from the user administration. The data will be erased at the latest when the contractual relationship concerning this service ends.

## **11 Data subject rights**

Data subjects have the right to be informed by the controller of whether their personal data are processed. Data subjects also have the right to request from the controller:

- access to the personal data on themselves
- correction or erasure of personal data which are inaccurate or out of date
- restriction of the processing of personal data

If data subjects discover that their personal data have been processed unlawfully, they have the right to lodge a complaint with the Data Protection Ombudsman.

## **12 Automatic decision-making and profiling**

Personal data are not used for automated decision making or profiling.

## **13 Protection of personal data**

In its capacity as the controller, the Ministry of Education and Culture has taken the necessary technical and organisational measures to ensure that the data are secure and also requires this of the processors of personal data.