

# REGISTRY DESCRIPTION

## 1. Registry administration

MEAS Oy  
Artturintie 3  
01640 Vantaa  
VAT: FI-2425520-0

Email: meas.test@gmail.com  
Tel: +358 50 349 6499

## 2. Registry matters

We answer questions and feedback about the register as quickly as possible.

## 3. The name of the registry

Customer, sales, purchase and trader registers of MEAS Oy.

## 4. Purpose of processing personal data

The purpose of processing personal data is to handle the customer relationship, to execute the rights and obligations of both the customer and the registry holder. In accordance with the Personal Data Act personal data is also processed for network services purposes, research activities, directing advertising and / or direct marketing of the registry holder and / or its affiliates based on the customer data through the registry holders's media and services without transferring personal data to an outside party.

## 5. Data content of the register

The registry may contain the following information about customers:

- Name
- Email address
- Phone number
- Organization and position
- Tax identification number and the webpage address of the organization
- Address of the organization
- Email marketing period
- Email marketing language
- Contact log
- Information on the services and products that are offered to the customer and ordered by the customer, their delivery and invoicing

## 6. Regular sources of information in the register

Data stored in the register can be obtained from data collected through the own activities of the registry holder and from publicly available internet sources, as well as from other public sources.

## **7. Regular disclosure of information**

As a rule, the controller does not disclose the personal data of the customers to outsiders, except when required by the Finnish authorities. If necessary, the co-operation partners within the EU may disclose the information needed to deal with the customer relationship (for example, the contact details needed to supply the goods). Any data is not transmitted outside the EU or EEA.

## **8. Deleting information**

The information can be deleted from a person's request or because of the end of the customer relationship.

## **9. Principles of registry protection**

### **1. Manual material**

Manual material is kept in a locked place.

### **2. Information handled by the computer**

Personal data is kept confidential. The computer network and hardware of the registry holder and its potential IT partners are protected by a firewall and other necessary technical measures.