

Register information

Personal Data Act (523/1999), section 10

REGISTRAR

Aliko Oy Ltd
Yrittäjänkulma 5
33710 TAMPERE, FINLAND
Business ID: 1765191-8

PERSON RESPONSIBLE FOR REGISTER ISSUES

Customer service, Aliko Oy Ltd, tel. +358 20 728 0370, E-mail: info@aliko.fi

REGISTER NAME

Aliko Oy Ltd's customer register.

PURPOSE OF PROCESSING PERSONAL INFORMATION

The personal information is used for maintenance and management of the customer relationship. Aliko Oy Ltd will use this and other information generated during the customer relationship to plan its product and service offering and target it to customers as well as for direct marketing purposes. Users may forbid the use of their information for direct marketing purposes

Persons included on the register are entitled to check their information in the register. In order to do this, they must send a written, personally signed request to the registrar. The persons included in the register are entitled to demand correction of an incorrect piece of information in the register and as well ask the registrar to remove all personal information related to said persons from the register. Personal information will not be handed outside the company and it will be treated according to Personal Data Act.

INFORMATION CONTENT OF THE REGISTER

The content of the register is information given to Aliko Oy Ltd by customers themselves or information collected by Aliko's personnel during the customer relationship.

Aliko Oy Ltd customer register can contain the following information:

- contact information of the customer (name, title, phone, email)
- contact information of the company (name, business ID, industry, address, phone, email)
- customer contacts (contact date, contact type, contact person)
- project information (contact person, project name, project content)
- billing information (invoiced company, contents of the invoice)
- information of direct marketing actions

REGULAR SOURCES OF INFORMATION

All information in the register is provided by the registered persons themselves or by the company, they represent, during customership. The customership is generated, when

- 1) contacting Aliko regarding products or services
- 2) newsletter is ordered or a contact form is filled at a fair or at some similar event.

The persons included in the register are entitled to stop all direct marketing related to Aliko Oy Ltd. In this case, the registrar shall remove all personal information related to said persons from the register. The notice of termination can be delivered to the person responsible for register issues either by e-mail or by post.

REGULAR HAND-OVER OF INFORMATION AND TRANSFER OF INFORMATION OUTSIDE THE EU OR THE EUROPEAN ECONOMIC AREA

Personal information will not be handed forwards or outside Finland.

PROTECTION PRINCIPLES FOR THE REGISTER

Registered information is processed confidentially and it is protected against third-party access. A username and password are required for logging in to the system. Only employees involved in processing the personal information have access to the register. There is no manually processed material in the register. The system is protected by firewall against external threats. In the event of a malfunction, the information will be verified by copying it regularly.

The employees are under an obligation of secrecy as regards the information in the register. Information is disclosed to third parties only in consequence of a statutory notification obligation, such as the customer's own or a lawful authority's request