

1 February 2021

Statistics Finland's data protection strategy for the years 2021 to 2024

Statistics Finland's task

Statistics Finland's task is to compile statistics and reports describing the conditions in society. For this purpose, it collects and maintains data files on society.

Statistics Finland supports democratic decision-making based on facts, as well as scientific research by producing reliable statistics, studies and datasets describing society. Statistics Finland develops the National Statistical Service in cooperation with other Government officials.

Implementation of the requirements of the General Data Protection Regulation

In all its activity, Statistics Finland takes into consideration the default and in-built requirement for data protection. The data protection viewpoint is considered in all registers, services, systems and activities.

According to the principle of accountability, Statistics Finland actively seeks to demonstrate that data protection is taken into consideration in all Statistics Finland's activity both organisationally and technically and that data protection is realised in practice.

Responsibility to comply with the data protection policy

The data protection policy defines the principles, responsibilities and procedures that Statistics Finland observes to ensure the implementation of the rights and freedoms of data subjects in the processing of personal data.

Statistics Finland's personnel, stakeholder group representatives and those handling Statistics Finland's personal and other data on assignment must comply with this data protection policy and other Statistics Finland's guidelines/directions on data protection and data security.

Those processing personal data must observe the obligation to confidentiality and secrecy. Statistics Finland's personnel and other persons processing Statistics Finland's data sign a pledge of secrecy.

Processing of personal data at Statistics Finland

Personal data are processed in many different connections in Statistics Finland's activity. Personal data are processed in

- Statistics production
- Research services
- Management of customer and stakeholder matters
- Customer-financed data collection and other assignments
- To clarify abuses and to ensure data security, and
- Management of employment relationship matters

Processing of other than personal data

According to the Statistics Act, other data besides personal data are confidential in the possession of Statistics Finland. When data collected for statistical purposes

1 February 2021

are being combined, stored, destroyed or otherwise processed, it must be seen to that data providers' business secret will not be endangered.

Principles applied to the processing of personal data

The following principles must be adhered to in all processing of personal data.

1. The processing of personal data must have a ground for processing in accordance with the General Data Protection Regulation (lawfulness).
2. Data subjects are informed about the processing of personal data on Statistics Finland's home page and in direct data collections by a data protection notification or other corresponding document.
3. Personal data are processed only according to the predetermined purpose of use (purpose limitation)
4. The rights of data subjects are implemented without delay according to the guidelines given at Statistics Finland.
5. Only personal data necessary for processing are collected and processed (data minimisation)
6. Attention is paid to the correctness and updating of data (accuracy)
7. The processing measures of personal data are documented
8. When the conditions are met, an impact assessment of data protection is carried out.
9. Personal data are kept only for the period required by the purpose (storage limitation)
10. Personal data are protected against accidental or illegal destruction, loss, change, unauthorised release or access to data.

Responsibilities and reporting

Statistics Finland's management is responsible for the implementation of data protection at Statistics Finland. Statistics Finland's management must ensure that Statistics Finland complies with the data protection legislation, data protection policy and other instructions given related to data protection and data security.

In accordance with Statistics Finland's Rules of Procedure, the Deputy Directors General of service areas are responsible for data protection and data security in their service areas in accordance with Statistics Finland's general policies. Supervisors must make sure that each employee is familiar with the instructions given on data protection and data security and knows which personal data they may process.

The personnel are in their part responsible for complying with the instructions. All employees are also responsible for reporting deviations, threats and risks related to data protection and data security immediately to the Head of Data Security, the person responsible for data protection at Statistics Finland and their director/supervisor. Each employee has the responsibility for implementing data protection related to their own task and for appropriate use of data and data systems.

The controller is responsible for the lawfulness of the processing of personal data. As a controller Statistics Finland determines for which purposes and in which ways personal data are processed. The Deputy Directors General of services areas must ensure that each personal register has a person responsible who is in charge of planning and documenting the processing of personal data according to the

1 February 2021

data protection principles and sees to that data protection descriptions have been prepared and are up-to-date.

Data protection and data security requirements must be taken into account in procurement planning, tendering and agreements.

The person responsible for data protection gives guidance and direction in the implementation of data protection. The person responsible for data protection follows the procedures related to data processing and makes sure that they correspond to the requirements of legislation. The person responsible for data protection acts as a contact person to the supervisory authority and data subjects.

The person responsible for data protection reports about the processing of personal data to the director of preparedness.

The person responsible for data protection is supported by a data protection network.

Training of personnel

Statistics Finland's personnel have the obligation to take part in training related to the processing of personal data and other confidential data. Data protection issues are part of the job introduction for all new employees. The data protection skills of all personnel are maintained with training arranged every year. The supervisor must ensure that employees participate in the training.

Storage of data

Statistics Finland stores personal data/data in accordance with the archive formation plan and the confirmed storage period decisions. Information on the storage periods of data is given to data providers in connection with data collecting.

Data are destroyed after the end of the storage period according to the instructions given on destroying of data.

Outsourcing the processing of personal data

A written agreement must be made with the processor of personal data, when Statistics Finland as a controller uses processors of personal data. Only such bodies can be used as processors that fulfil the sufficient technical and organisational requirements according to the regulation.

Disclosure of data

Statistics Finland discloses personal data and other data only in cases laid down in legislation. Personal data cannot be disclosed from the personal register without the recipient of the disclosure having the right to process personal data. Separate instructions have been issued at Statistics Finland on the disclosure of data.

Statistics Finland will not transfer personal data outside the EU/EEA area without protection measures according to the General Data Protection Regulation. The protection measures must be planned and documented before the transfer.

This policy is in force from 1 February 2021.