

DESCRIPTION OF PERSONAL DATA FILE according to the Finnish Personal Data Act (523/99) Section 10

1. Controller

Name

Itella Posti Oy

Business ID

0109357-9

Registered office: Helsinki

Postal address, Postal code, Telephone

P.O. BOX 1, 00011 ITELLA, Finland, 020071000

(local call charge/mobile call charge)

Street address

Postintaival 7 A, FI-00230 HELSINKI

2. Person responsible for data file issues or contact person

Eetu Salminen

Telephone

020 71000 (local network charge / mobile phone call charge)

3. Name of the register

Electronic Consumer Services' Customer and Customer Contest Register

4. Purpose of processing personal data

The purpose of processing personal data is to manage and maintain the customer relationship between Itella Posti Oy and other companies belonging to the same group (hereinafter "Itella") and the Customer as well as planning, implementation, and development of the service by using different research methods. Personal data is used for customer communications. The information is also used for monitoring and determining possible misuse and solving possible service complaints or errors.

5. Data content of the register

The register includes the personal data of persons who have purchased Itella services from different electronic channels.

Customer information:

- First name
- Last name
- Postal address
- E-mail
- Telephone number (not obligatory)
- Facebook ID
- Additional services:

Recipient information:

- First name
- Last name
- Title/profession
- Company
- Postal address
- E-mail
- Telephone number (possible)

User information:

- Visits to the service pages (name, time, and IP address)

The Contest Register includes the following information:

Contest information:

- First name
- Last name
- E-mail
- Postal address
- Entries to the contest questions

6. Ordinary sources of information

Information for this register is gathered when a customer buys or uses the electronic services sold by Itella or participates in contests in the service. The accuracy of the information given by the customer is not verified. Information may also be gathered from a bank or another third party that identifies the registrant, upon agreement with the registrant.

7. Regular destinations of data and transfer of data to countries outside the EU or EEA

No personal data shall be disclosed for purposes of direct marketing.

Itella has the right to disclose customer data within the limits set and allowed by valid Finnish legislation.

8. Principles of securing the data file

The data file system is accessible only to Itella customer service and maintenance employees, who have their own user IDs and passwords. The persons handling data files have signed a non-disclosure agreement. Customer information, user information, and contest information will be removed at the end of the customer relationship as soon as their handling is no longer deemed necessary.