

Avetak Oy Register description Pursuant to Section 10 of the Personal Data Act (523/99)

1. Data Controller

Avetak Oy

Business ID: 2692378-6

Address: Palomäentie 10, 04600 Mäntsälä

Phone: +358 207 181 570

2. Contact Person for Register Matters

Helmi Laitinen

Palomäentie 10, 0460 Mäntsälä

email: helmi.laitinen@e-palkki.fi

3. Register Name

Avetak Oy Marketing and Analytics Register

4. Purpose of Processing Personal Data

The purpose of the register is to manage the customer relationship between the data controller and the customer, as well as marketing and communication. The management and processing of the register may be outsourced to the data controller's partner, who is committed to complying with this register description.

5. Contents of the Register

The register may contain the following information about the customer:

- **Name**
- **Phone Number**
- **Address**
- **Email Address**
- **Organization Name and Business ID**
- **Connection Log**

6. Regular Sources of Information

The register is compiled from the data controller's customer information system, website visitor tracking tool, publicly available internet sources, and other publicly accessible sources, both free and paid.

7. Regular Disclosures of Data

The data controller does not disclose information to external parties except for the partner mentioned in section 4, unless required by Finnish authorities.

8. Transfer of Data Outside the EU or EEA

Personal data is generally not transferred outside the European Union or European Economic Area.

9. Principles of Register Protection

Avetak Oy Personal data is kept confidential. The data controller's network and equipment, where the register is located, are protected by firewalls and other necessary technical measures.

10. Cookies

Cookies may be used on the data controller's website to enhance user experience. A cookie is a text file that is stored on the user's computer when visiting a website. It contains information and is used, among other things, for marketing and website development. Cookies gather information about the use of the pages. The user's identity is not revealed through cookies. The user can disable cookies in their browser settings. The data controller does not guarantee proper website functioning after disabling cookies.