



Quality document

RECORD_ SUPPLIER RECORD

Identification: JPT1122LT_Record_Supplier record

Written by + date
Outi Nenonen 26
September 2022

Checked by + date
Outi Nenonen 26
September 2022

Approved by + date
Juha-Pekka Jaskari 26
September 2022

Version
3.1

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A record or privacy statement in accordance with the EU's General Data Protection Regulation (GDPR) and the supplementary Data Protection Act (1050/2018).

Data controller

JPT Serco Oy
Ristolantie 5
27710 Köyliö, Finland

Person responsible for the record

Outi Nenonen
outi.nenonen@serco.fi
+358 2 48080 7007

Name of record

Supplier Record.

Purpose of the record and basis for processing

The data will be used for handling purchase orders and communication, as well as managing supplier co-operation. The legal basis of processing personal data under GDPR is legitimate interests pursued by the controller (supplier) and for the performance of a contract.

Data in the record

Supplier company name, address, Business ID and invoicing details. Name, telephone number and email address of the supplier company's contact person.

Data retention period

The data will only be kept for as long as necessary for the purpose of the record as described above. We remove and delete data immediately when we are notified of the obsolescence or redundancy of the data.

Regular data sources of record

The data in the record has been and will be collected from JPT Serco Oy's past and present suppliers, either directly from them (by email or telephone, or face-to-face) or from their website.

Disclosure of data

The data may occasionally be disclosed to our partners such as our sub-contractors, if it is essential for the product and service production. We also disclose personal data as required by the authorities. The data shall not be disclosed to other outside parties, also not outside ETA countries.



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How can the data subject use their rights?

All data subject rights are presented in the JPT Serco Oy privacy policy. All requests regarding personal data shall be made to the person responsible for the record in writing.

Principles of record protection

The data controller's computer system and files are protected by technical security measures normally used in business. Access to the record requires a personal username and password, which are issued only to the data controller's staff members whose position and duties are related to the access.