

## FORSBERG PRIVACY POLICY

This privacy policy explains how Print & Package Group Oy (Forsberg) collects, processes, discloses, and stores your personal data. The privacy principles apply to the personal data you provide to us, for example, when ordering our products or communicating with Forsberg, such as when visiting Forsberg's website, contacting us with questions, or applying for a job with us. You can always contact us if you have any questions.

Regulation (EU 2016/679) of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

<b>Data collector</b>	Name: Print & Package Group Oy, 3208450-1 Address: Pohjanlahdentie 47, 68600 Pietarsaari
<b>Data protection officer (if appointed) or person responsible for data protection</b>	Name: Janne Grahn Address: Pohjanlahdentie 47, 68600 Pietarsaari Other contact information: office@forsberg.info
<b>Processed personal data and methods of processing</b>	We process the following personal data: the name, postal and email address, and phone number of employees and contact persons at client companies. Additionally, we process job applicants' educational and employment history, employees' banking information, and customers' address records for the mailing of printed products. The data is processed in systems acquired for these purposes, such as payroll and enterprise resource planning systems. The data is stored either on the workstations of Print & Package Group Oy and its employees or on servers provided by external service providers.
<b>Legal basis for data processing</b>	For payroll and employment management, the legal basis for processing is a statutory obligation. For customer communication and marketing, the legal basis is either the legitimate interest of the company or consent.
<b>Purpose of data processing</b>	Data is processed only for the purposes specified for processing. These purposes include payroll, communication and marketing, sales, logistics, access control and security, and the mailing of printed products.
<b>Data retention period and basis for determining retention period</b>	Data is retained only for as long as necessary. Data processed by external processors is generally retained for the duration of the service contract. Customer address records for mailing purposes are deleted immediately after the mailing has been completed.
<b>Source of data</b>	The data has primarily been obtained directly from the data subjects. Customer address records have been acquired from clients.
<b>Rights of data subjects to access information</b>	Data subjects have the right, under the conditions specified in the data protection regulation, to request the deletion, access to, or correction

<p><b>about the processing of their data, right to withdraw consent for data processing, and right to lodge a complaint with a supervisory authority</b></p>	<p>of their personal data. Requests can be submitted in writing to office@forsberg.info. Data subjects have the right, under the conditions specified in the data protection regulation, to object to the processing of their data. Data subjects also have the right to lodge a complaint about data processing with the supervisory authority, namely the Finnish data protection ombudsman.</p>
<p><b>Transfer of data outside the EU or third parties</b></p>	<p>Data is not transferred outside the EU.</p>
<p><b>Information on automated profiling and decision-making based on it</b></p>	<p>No decisions based on automated profiling are made based on the data collected from the data subjects.</p>
<p><b>Information on organizational and technical measures to protect data processing</b></p>	<p>Personal user accounts and passwords, access control and user monitoring, and the technological security measures implemented by system providers.</p>