

## MediMatcher Privacy Policy for Employers

### 1. General information concerning the registry

**Registry owner:** MediMatcher Oy (Business ID: 3379698-1)

**Registry name:** MediMatcher Finland

#### Those registered

Data will be saved into the registry:

- From the contacts of employers looking for employees via the MediMatcher service
- From the contacts of employees looking for work via the MediMatcher service

### 2. The basis and purpose of processing personal data

The basis of processing personal data is, based on the purpose of processing personal data, the legal obligations of the registry owner, the justified benefit of MediMatcher Oy resulting from the customer relationship between MediMatcher Oy and its customer, the execution of the contract between MediMatcher Oy and its customer, and the agreement given by the customer.

Personal data can be processed for the following purposes:

- The production, offering, analysis, maintenance, development, improvement and protection of the website;
- The website's user-specific personification, website-related analysis and statistics; prevention and investigation of abuses;
- Guaranteeing website-related rights and/or property;
- Conducting marketing, market research and opinion polls;
- Production, offering, analysis, maintenance, development, improvement and protection of the current and future services;
- Individualization of the customer, the management of signing in and the management of personal data;
- Targeting and forwarding workplace-related information to employees;
- Targeting and forwarding employee-related information to employers;
- Customer correspondence and the conduct of customer relationship-related communication and marketing, analysis, development and monitoring;
- Customer relationship analysis, grouping and reporting, as well as MediMatcher Oy's business development-related purposes;
- The collection and processing of customer feedback and customer satisfaction data;

### 3. Information included in the registry

The initialization and use of the MediMatcher service requires to register the first names, last name, email address and phone number of the contact person responsible for job search. Based on the customership, information can be obtained from the registry concerning the preferred method of contact and the language of correspondence. Other employer-related information included in the registry can not be considered as personal information related to a natural person.

## **4. The registry's data sources**

The data in the registry consists exclusively of the information given by the customer to MediMatcher Oy, or the information drawn from the customer's observed use of the services provided by MediMatcher Oy.

## **5. Time period for storing personal data**

Customer data is kept in the register for at least the duration of the customer relationship and for a maximum of three years after the end of the relationship. The customer relationship ends in accordance with the agreement.

## **6. Transfers of personal data**

Service providers are used for the maintenance of the personal data registry, who process personal data according to the order of MediMatcher Oy and who have access to the personal data registry for the purposes of offering and developing the service.

The service providers in case do not hold the right to observe the personal data included in the registry unless it is absolutely considered necessary to ensure the functionality of the service. The service providers and the personnel working for them are bound by an obligation to absolute secrecy and confidentiality. Personal data will not be transferred for the purposes of direct marketing.

Personal data of those registered will not per se be transferred to external parties except in cases where the law or authorities require the company to do so.

## **7. The principles of protecting personal data**

The information in the personal data registry will be stored as confidential and they are protected through technical and organizational methods.

The access and licence to the registry will only be held by an employee, freelancer or associate whose predefined task relates to data management and who is bound by a confidentiality agreement. The access to the system will require a username and a password. The service is additionally protected by technical means.

The data network and hardware of the registrar and its potential IT partners, where the data is located, are protected by both technical and physical security measures.

## **8. The rights related to personal data for those registered**

Those registered in the personal data registry have the right to inspect registered data related to their personal information, and the right to demand the correction of false data and the deletion or completion of data.

Those registered in the personal data registry have the right to demand the limitation of processing data concerning their personal information, or object the processing of their personal data.

In addition, in some cases those registered in the personal data registry have the right to receive their personal data to themselves and transfer it into another registry.

Those registered in the personal data registry may use their aforementioned rights by contacting the email [info@medimatcher.fi](mailto:info@medimatcher.fi).

In the case where the registered party views that the registry owner has not followed appropriate privacy policy regulation in their activity, the registered has the right to complain to a competent overseeing official.