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Privacy policy of web pages of Port of Kemi Ltd.

- concerns the internet pages www.keminsatama.fi and www.portofkemi.fi

Personal data

Data which enables a person to be identified or individualised is personal data. Personal data register may contain e.g. name, address, social security number and user's location data.

Data content of the register

The register contains personal data which customers or partners of Port of Kemi have willingly provided by Port of Kemi web sites, web forms, social media or by other means. Mainly, the register contains names, addresses, telephone numbers, email addresses and invoicing information of customers and partners.

In the website, Port of Kemi uses website analytics (Google Analytics) with which unanimous data of visit, such as pages viewed, links clicked and devices used to view the site, is collected. The purpose of collecting this data is to improve the contents and usability of the site.

In the website, Port of Kemi uses also cookies to collect data of visitor traffic statistics, e.g. actions taken on the website and website visits. Cookies are user-specific, but the user cannot be identified based on them.

The website can include links and connections to third party websites and social extensions (e.g. Facebook, YouTube plug-ins) which can transmit identifiable data to the service provider. The Terms of Use and other conditions of the third party apply in such third party websites and plug-ins.



The purpose of processing personal data

Port of Kemi processes personal data collected via website to improve customer service, to answer questions and solve possible problems of the user as well as to process and license access, hot work and ATEX work permits. The processing of personal data is based on the permission given by the user specifically for this purpose. Personal data is processed appropriately in accordance with personal data rules and legislations.

Data sources

Data collected is mainly received from customers on their consent.

Data disclosures

Personal data is not disclosed nor transferred outside the Port of Kemi, EU or EEA. Single message, application or feedback can be assigned to an employee of Port of Kemi whose expertise is required or to whom it is addressed. Data can be disclosed to authorities if a request is based on national or EU laws.

Deletion of the data

Personal data given via the forms of webpages of Port of Kemi is stored for four years.
Data gathered from access permits is stored for two years from the date the permit has expired.
Deviations reported via the deviation form of webpages of Port of Kemi is stored for five years.

Protection of the data

A. Manual data: digital data is printed out only when necessary. The paper prints are destroyed immediately after the procedures needed are done. Personal data on paper is processed in a locked facility with restricted access.
B. Digital data: the rights for reading, sending and deleting of the data sent to Port of Kemi is limited to employees of Port of Kemi in charge of internet services. Logging in to the system requires a personal access identification. The network and the server of Port of Kemi are protected according to rules and regulations and have restricted access. The office of the controller of the data is located inside ISPS security zone.



Right to claim the correction of the data stored

By the claim of the registered person, the controller corrects, deletes or completes the collected personal data that is incorrect, unnecessary, incomplete or obsolete. The processing of the personal data is based on the permission given by the registered person. The registered person has the right to retract the permission and claim for the deletion of personal data concerning the registered person.

