

Aura Rakennus Group: Register and Privacy Statement

Aura Rakennus Group includes Aura Rakennus Oy, Aura Rakennus Länsi-Suomi Oy, Aura Flow Oy and Aura Rakennus Uusimaa Oy.

Private customers

Registrar

Aura Rakennus Oy
Sirkkalankatu 1a
20520 Turku

The contact person responsible for the register

Contact can be sent by email to toimisto@aurarakennus.fi.

Person responsible for registry matters / contact person:
Finance manager, Aura Rakennus Oy

Registry name

Private customer and marketing register

Legal basis and purpose of personal data processing

The purpose of personal data processing is communication with customers, customer relationship maintenance and marketing. The controller processes personal data on the following grounds:

- Managing customer relations, e.g. contacting those who have reserved or bought an apartment or registered as interested in apartments, contacting tenants or registered as interested in renting apartments
- Implementation of the agreement, preparation and implementation of pre-agreement measures, e.g. buying or renting an apartment
- The customer sends his contact information to get in touch
- Marketing (direct marketing, online and mobile advertising), marketing targeting, marketing research and competitions, customer communication, feedback collection, analysis, segmentation and statistics
- Invoicing and monitoring and collection of paymentsThe information is not used for automated decision-making or profiling.

Data content of the register

The register contains the following information about the controller's potential customers and current customers:

- Basic information: name, postal address, e-mail address, telephone number, desired contact method, social security number, invoicing information (only customers who have signed an apartment reservation agreement or deed of sale or are renting / renting an apartment)

- Marketing information: Apartment types and areas of interest to the customer, targeted marketing measures, direct marketing prohibitions and consents
- Customer history: when the customership started and ended, purchase information, feedback and complaints, answers to customer and market surveys, other contacts
- Information about the use of electronic services: data collection channel (internet browser, mobile browser), IP address
- Information about the use of social media: the website of the data controller may use social media functions, e.g. the Facebook or Instagram Like button. Facebook's privacy policy can be found in their own service.
- Information about the use of analysis: Based on the above information, analysis, segmentation and statistics can be made, which can be used in business planning and development.

The personal identification number is only processed for the purposes permitted by law, for example in housing transactions and renting an apartment or collecting receivables.

In direct marketing to potential customers, only basic data (excluding personal identification number and invoicing data) and marketing data are used.

Personal data is stored after the end of the customer relationship, until the warranty obligations and other obligations between the parties based on the contract and legislation have been fulfilled and until the retention periods and liability periods specified in the legislation, for example the housing trade, consumer protection, accounting act, have ended.

The controller can keep anonymized data after the end of the customer relationship.

Regular sources of information

As a general rule, the data source of this private customer register and marketing register is the customer's own contact. Information stored in the register can also be collected in connection with the conclusion of a contract or other personal, electronic or telephone transactions, through the contact form on the controller's website, through social media services, customer meetings or other situations where the customer discloses their information. Personal data can also be collected and updated, for example, from the population register or other similar private and public registers.

Regular transfers of data and transfer of data outside the EU or EEA

The controller may disclose information to those partners whose products or services the controller passes on to customers, for example rental agents, real estate agents or other housing service providers.

The controller has the right to hand over information to the accounting firm he uses, for example for invoices, payments, collection, obligations related to the purchase, sale or rental of an apartment. An agreement on the processing of personal data has been drawn up with the accounting office.

Information will not be disclosed to other external parties, except if it is necessary to comply with applicable laws or authorities' requirements or to fulfill statutory and contractual obligations.

The controller has the right to use subcontractors in the provision and implementation of its products and services. These subcontractors include, for example, producers of construction, real estate brokerage and marketing services. In this case, personal data can be transferred to subcontractors as necessary to implement the services.

Personal data is not transferred outside the EU or the EEA.

The registrar does not sell the information it collects to other companies.

Principles of registry protection

The controller ensures that stored data and other data critical to the security of personal data are handled confidentially and only by those whose job description it is. Each user has their own password. Care is taken when processing the register and the information processed with the help of information systems is properly protected. Electronic information is protected by firewalls, passwords and other technical means. Manual data is stored in locked rooms.

The right of inspection and the right to demand correction of information

The registered person has the right to check his/her information stored in the register and the right to demand the correction of any incorrect information or the completion of incomplete information.

The registered person has the right to request to limit the processing of his personal data.

The registered person has the right to refuse to process information about himself for direct marketing and market research.

If a person wants to check the data stored on him or demand their correction, request that the processing of his data be restricted, withdraw the consents he has given or request that his personal data be deleted from the register, the request must be sent in writing to the contact person of the register. The registrar may, if necessary, ask the applicant to prove his identity.

Aura Rakennus Oy: Register and Privacy Statement

Business customers and suppliers

Registrar

Aura Rakennus Oy
Sirkkalankatu 1a
20520 Turku

The contact person responsible for the register

Contact can be sent by email to toimisto@aurarakennus.fi.

Person responsible for registry matters / contact person:
Finance manager, Aura Rakennus Oy

Registry name

Business customer and supplier register

Legal basis and purpose of personal data processing

The purpose of personal data processing is communication with customers and suppliers, maintenance of customer and supplier relations and marketing. The controller processes personal data on the following grounds:

- Managing customer and supplier relations (e.g. subcontractors, partners).
- Acquisition of products and services, implementation of the agreement, preparation and implementation of pre-agreement measures
- The customer or supplier sends their contact information to get in touch
- Marketing (direct marketing, online and mobile advertising), marketing targeting, marketing research and competitions, customer communication, feedback collection, analysis, segmentation and statistics
- Invoicing and monitoring and collection of payments

The information is not used for automated decision-making or profiling.

Data content of the register

The register contains the information below about the controller's potential and current client companies, suppliers, subcontractors and partners, as well as their contact persons:

- Basic information: company name, contact person's name, position in the company, company postal address, work email address, work phone number, preferred method of contact
- Marketing information: apartment types and areas of interest, targeted marketing measures, direct marketing prohibitions and consents
- Contact information: contacts and feedback
- Information about the use of electronic services: data collection channel (internet browser, mobile browser), IP address

- Information about the use of social media: the website of the data controller may use social media functions, e.g. the Facebook or Instagram Like button. Facebook's privacy policy can be found in their own service.
- Information about the use of analysis: Based on the above information, analysis, segmentation and statistics can be made, which can be used in business planning and development.

In direct marketing, only basic information and marketing information are used for contact persons of potential customers.

Personal data is stored after the end of the customer relationship, until the warranty obligations and other obligations between the parties based on the contract and legislation have been fulfilled, and until the retention periods and liability periods defined in the legislation, e.g. the housing trade, consumer protection, accounting act, have ended.

The controller can keep anonymized data after the end of the customer relationship.

Regular sources of information

As a general rule, the data source of this business customer and supplier register is the customer's or supplier's own contact. Information stored in the register can also be collected in connection with the conclusion of a contract or other personal, electronic or telephone transactions, through the contact form on the controller's website, through social media services, from companies' websites, the trade register, customer meetings or other situations where the customer company discloses its information. Personal data can also be collected and updated from e.g. the population register or other similar private and public registers.

Regular transfers of data and transfer of data outside the EU or EEA

The controller may disclose information to those partners whose products or services the controller passes on to customers, for example rental agents, real estate agents or other housing service providers.

The registrant has the right to hand over information to the accounting firm they use, e.g. for invoices, payments, debt collection, obligations related to the purchase, sale or rental of an apartment. An agreement on the processing of personal data has been drawn up with the accounting office.

Information will not be disclosed to other external parties, except if it is necessary to comply with applicable laws or authorities' requirements or to fulfill statutory and contractual obligations.

The controller has the right to use subcontractors in the provision and implementation of its products and services. These subcontractors include, for example, producers of construction, real estate brokerage and marketing services. In this case, personal data can be transferred to subcontractors as necessary to implement the services.

Personal data is not transferred outside the EU or the EEA.

The registrar does not sell the information it collects to other companies.

Principles of registry protection

The controller ensures that stored data and other data critical to the security of personal data are handled confidentially and only by those whose job description it is. Each user has their own password. Care is taken when processing the register and the information processed with the help of information systems is properly protected. Electronic information is protected by firewalls, passwords and other technical means. Manual data is stored in locked rooms.

The right of inspection and the right to demand correction of information

The registered person has the right to check his/her information stored in the register and the right to demand the correction of any incorrect information or the completion of incomplete information.

The registered person has the right to request to limit the processing of his personal data.

The registered person has the right to refuse to process information about himself for direct marketing and market research.

If a person wants to check the data stored on him or demand their correction, request that the processing of his data be restricted, withdraw the consents he has given or request that his personal data be deleted from the register, the request must be sent in writing to the contact person of the register. The registrar may, if necessary, ask the applicant to prove his identity.

Aura Rakennus Oy: Register and Privacy Statement

Recruitment register

Registrar

Aura Rakennus Oy
Sirkkalankatu 1a
20520 Turku

The contact person responsible for the register

Contact can be sent by email to toimisto@aurarakennus.fi.

Person responsible for registry matters / contact person:
Finance manager, Aura Rakennus Oy

Registry name

Recruitment register

Legal basis and purpose of personal data processing

The purpose of personal data processing is the recruitment of Aura Rakennus Oy's personnel. The processing of data is based on the legitimate interest of Aura Building, such as the job seeker's application and the recruitment process, as well as the consent of the job seeker for personal and aptitude testing.

Data content of the register

The register contains the following personal information about the job seeker that is necessary for the recruitment process and the job:

- name, postal address, e-mail address, telephone number
- information related to the job application and curriculum vitae, such as work experience, educational information, skills, positions of trust
- information related to the interview and tests
- any other information provided by the job seeker himself

Regular sources of information

As a rule, the information source of this network register is the job seeker himself. In addition, the data consists of data stored in the hiring process. Other data sources are used within the limits set by law.

Regular transfers of data and transfer of data outside the EU or EEA

Personal data is not transferred outside the EU or the EEA.

In recruitment and personal evaluation, Aura Rakennus can use an external service provider, which processes the personal data of job seekers only to the extent that it is necessary to carry out the assignment in question.

Principles of registry protection

The controller ensures that stored data and other data critical to the security of personal data are handled confidentially and only by those whose job description it is. All persons using the register's information are bound by a duty of confidentiality. Each user has a personal username and password for the system. Care is taken when processing the register and the information processed with the help of information systems is properly protected. Electronic information is protected by firewalls, passwords and other technical means. Manual data is stored in locked rooms.

The personal data of job seekers for open applications will be stored for one year from the submission of the application, and for applications submitted for a specific position, personal data will be stored for one year from the recruitment decision. Personal data based on selected job applicants will be stored for the duration of the employment relationship.

The right of inspection and the right to demand correction of information

The registered person has the right to check his/her information stored in the register and the right to demand the correction of any incorrect information or the completion of incomplete information.

The registered person has the right at any time to withdraw the consent he has given regarding personal and aptitude testing.

If a person wants to check the data stored on him or demand their correction, request that the processing of his data be restricted, withdraw the consents he has given or request that his personal data be deleted from the register, the request must be sent in writing to the contact person of the register. The registrar may, if necessary, ask the applicant to prove his identity.