

Heli Bergstrom (tn) Register statement
Client register – EPIC-clients

Date 14.7.2022

1. Registrar

Heli Bergstrom (tn), Entrepreneur ID FI2650001-1
Address: Riihikalliontie 57, 18300 Heinola, Finland

2. The person handling registry matters

Heli Bergstrom, heli.bergstrom@gmail.com
In its investigations, Heli Bergström (tn) has concluded that it does not need to appoint a data protection officer.

3. Register name

Heli Bergstrom (tn) **Customer register – EPIC customers**

Additional information: Heli Bergstrom (tn) does not collect customer registers by any means other than the information provided by EPIC customers themselves in connection with DiSC and 5B personal evaluations. The information from the contact forms on the website <https://www.helibergstrom.fi> are transferred to Heli Bergstrom (tmi) in the form written by the customer himself and are only used to respond to contact requests without saving the contact information in the register.

4. Processor of register data

Inscape Publishing LLC, a subsidiary of John Wiley & Sons INC
400 Highway 169 South
Suite 300
Minneapolis, MN 55426-1111, USA

Additional information: Personal information is in Heli Bergstrom's (tn) customer register in a situation where the Personal Customer has a direct customer relationship with Heli Bergstrom (tn). Heli Bergstrom (tn) acts only as a processor of register data in a situation where the person's employer or a similar commissioning entity is the controller. In this case, Inscap Publishing LLC acts as a subprocessor of Heli Bergstrom (tn) when producing the service.

5. Purpose and basis of personal data processing

Personal data is used to produce reports describing the person's operating style. The person answers a series of questions or statements, based on which the report is created. The basis for the processing of personal data is the consent given by the person before the data is disclosed.

6. Data content of the register

The register may contain the following information: name, e-mail address, language, gender, data entry date and the report for which the data was collected. Gender information is used to ensure the correctness of the language of the product-style report (cf. English he/she). The registrant can also provide demographic information, such as age, location, education, and occupation. This information is used for statistical and research purposes.

In connection with the collection of register data, e.g., IP address, browser type, Internet service provider, page from which you reach and go to next, operating system, time of visit, click data are automatically saved as cookie data on the server of the processor of the register data. The processor of the register data uses cookies and similar technology, e.g., for trend analysis, website management. The user can control usage at the individual browser level by disabling cookies.

7. Personal data retention period

Heli Bergstrom (tn) keeps personal data in the customer register if it is needed to fulfill the purpose of use. The purpose of use is also the account set up and managed by the registered person in the myvery-thing-disc.com service, the functionality of which requires the storage of the person's data in the register referred

to here. Unless otherwise agreed, the data will be stored for two calendar years following the year of completion and will be deleted by the end of June of the following third year.

8. Personal data sources

Information is primarily obtained from the following sources:

- Events related to the registered person and the registrant's customership, use of services, communication, and transactions.
- As a compilation provided by a coach, coaching organization, employer, educational institution, or the like in situations where Heli Bergstrom (tn) wants to register personal data for the time necessary for their utilization, e.g., for producing certificates or promoting learning.

9. Regular data disclosures and data transfers outside the EU or the European Economic Area

In situations where Heli Bergstrom (tn) acts as the data controller, the information is disclosed to the registered person himself, to their coach or employer in situations related to training or development programs in which the person participates. When the purpose of the above-mentioned programs is to develop interpersonal interaction or cooperation skills or otherwise promote cooperation between individuals, data may be disclosed to other participants for joint processing in accordance with the nature of the program. Customer data will not be disclosed outside of MLP or entities involved in the production, development or maintenance of services and communications acting on its behalf, other than in accordance with the agreement, separate consent and/or specific regulations. Customer data can be transferred outside the European Union or the European Economic Area, for example to the United States, in accordance with data protection legislation and within the limits set by it.

10. Description of the principles of registry protection

The material is stored in digital form after its training use. The digital material can only be accessed with Heli Bergstrom's personal username and password.

11. The data subject's right to access data (right of inspection)

The registered person has the right to check the personal information stored in the personal register and to receive copies of it. The inspection request must be sent as described in section 13. The recipient's identity is checked when the information is handed over.

12. The right of the registered person to demand correction, deletion, or restriction of processing

The registrar, on its own initiative or at the request of the registrant, corrects, deletes, or completes personal information in the register that is incorrect, unnecessary, incomplete, or outdated in terms of the purpose of the processing. To exercise the right of inspection and correct the information, you must contact the person in charge of registry matters in writing or from the e-mail address in the register of Heli Bergström (tn).

13. Contacts

In all questions related to the processing of personal data and in situations related to exercising one's own rights, the data subject should contact Heli Bergström (tn)

- a) Mail to: Heli Bergstrom (tn), Riihikalliontie 57, 18300 Heinola, Finland
- b) By sending an e-mail from the e-mail address in the register of Heli Bergstrom (tn) to heli.bergstrom@gmail.com

If necessary, Heli Bergstrom (tn) can ask the registrant to clarify their request in writing, and if necessary, the identity of the registrant can be verified before taking other measures.