

	Date	
1. Service provider's basic information	Company name	Business ID
	Address	
	Contact person	
	Contact person's telephone number	Contact person's email address
	General email address for e.g. service disruption bulletins	
	Delivery of a Trade Register extract (for foreign companies/organisations)	
2. Invoicing information	<input type="checkbox"/> The invoice is sent to the recipient of the information	
	<input type="checkbox"/> Other recipient:	
	Business ID _____	
	Name and address _____	
	Invoicing method	
	<input type="checkbox"/> E-invoice	
OVT number: _____		
E-invoice operator: _____		
<input type="checkbox"/> Paper invoice		
3. Purpose of use of the data	Select the purpose of use of the Transport Register data	
	<input type="checkbox"/> Carrying out debt collection activities (only legal collection of receivables, not invoicing)	
	<input type="checkbox"/> Invoicing of bridge and road tolls	
	<input type="checkbox"/> Municipal parking control	
	<input type="checkbox"/> Other, please specify: _____	
	Describe the use cases of Transport Register data step by step. Why do you need Transport Register data in the use case in question? Use cases:	
For which statutory duty are the data needed? Identify the section(s) of law.		

4. Payment reminder template Collection companies	<p>Please attach your payment reminder template to the description. If the template is updated, the new template must also be submitted to Traficom.</p> <p>Traficom's requirements for the template:</p> <ul style="list-style-type: none">• It must be clear to the customer who sent the invoice (the issuer of the invoice and recipient of the payment is the collection company, not its client).• The payment reminder must specify the basis on which the data was accessed. <p>Invoice sender Collection company</p> <p>Data source Finnish Transport and Communications Agency, Transport Register</p> <p>Access to data Companies engaging in debt collection activities subject to a permit process data based on section 3 of the Act on the Registration of Debt Collectors (411/2018) and the Debt Collection Act (513/1999).</p> <p>The Finnish Transport and Communications Agency discloses data from the Transport Register to companies engaging in debt collection activities subject to a permit in accordance with section 230 of the Act on Transport Services (320/2017) for the purpose of carrying out statutory duties. The disclosure of data for the purpose of carrying out statutory duties cannot be restricted based on section 231 of the Act on Transport Services.</p>
5. Power of attorney/other documentation	<p>Power of attorney/other documentation on the transfer of the statutory duty (does not apply to collection companies)</p> <p>If you are carrying out a task on behalf of an authority/other party, submit a power of attorney, agreement or other documentation as an attachment to the application from the organisations whose statutory duty you are carrying out.</p>
6. Information system description	<p>Describe the system you use to process the Transport Register data, showing the data flow description of the disclosed data (image, diagram and/or verbal description)</p> <p></p> <p>According to Traficom's requirements, the log data must be kept for at least 24 months. Of the log data, the time of the search, the search term and the identifier of the party making the search must be stored.</p> <p><input type="checkbox"/> I confirm that the above requirements are met</p> <p>For how long will the data retrieved from Traficom be retained?</p> <p>Identify the stored data and the storage period (month/year) and their grounds. When and how will the data be deleted?</p>

7. Data protection and information security policy	<p>A description of the company's data protection and information security policy and management measures</p> <p>What is the legal basis for the processing of personal data in accordance with Article 6 of the EU General Data Protection Regulation? Select from the options below</p> <p><input type="checkbox"/> a) the data subject has given consent to the processing of their personal data for one or more specific purposes;</p> <p><input type="checkbox"/> b) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;</p> <p><input type="checkbox"/> c) processing is necessary for compliance with a legal obligation to which the controller is subject;</p> <p><input type="checkbox"/> d) processing is necessary in order to protect the vital interests of the data subject or of another natural person;</p> <p><input type="checkbox"/> e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;</p> <p><input type="checkbox"/> f) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.</p>
	<p>What are the grounds under section 29 of the Data Protection Act for the processing of a personal identity code?</p>
	<p>Will the register data be disclosed further to a third party?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, please specify?</p>
	<p>Name the groups of persons in the organisation who have the right to process the register data.</p>
	<p>Is subcontracting used in the service production with regard to the Transport Register data? In what role? What are the names and business IDs of the companies?</p>
	<p>According to the requirements of Traficom, Transport Register data must be stored and processed within the EU/EEA area.</p> <p><input type="checkbox"/> I confirm that the data are processed only within the EU/EEA area.</p> <p>The name and contact information of the company's data protection officer</p>
8. Attachments	<p>Attachment 1, Data protection and information security (Excel)</p> <p>Name and number attachments supplementing the service description here, if any</p>

To be filled in by Traficom

The data to be disclosed	<input type="checkbox"/>	Extraction of vehicle or personal data based on registration numbers brief description – data set (TPERAH003)
		Vehicle data <ul style="list-style-type: none">• registration number• date of transaction• vehicle category• make in plain language• mass• notification of transfer Personal data <ul style="list-style-type: none">• non-disclosure restriction for personal safety reasons• first name• last name• street address• postal code• post office• language• date of birth
	<input type="checkbox"/>	Extraction of vehicle or personal data based on registration numbers for transport-related purposes – data set (TPERAH007)
		Vehicle data <ul style="list-style-type: none">• registration number• date of transaction• vehicle category• make in plain language• mass• notification of transfer Personal data <ul style="list-style-type: none">• first name• last name• street address• postal code• post office• language• date of birth
	Service description approved on	