

Description of File of the Personal Data File

(Personal Data Act 523/99 Section 10)
Prepared on 16.5.2006

Controller

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| Name: | Suomen Asiakastieto Oy Reg.No. 161689 Business ID 01110279 |
| Domicile: Address: | Helsinki Työpajankatu 10 A 00580 Helsinki |
| Phone: | 010 2707100 (Service support) |
| Fax: | 010 270 7210 |

Person in charge of matters regarding the files

Virve Ranta

Additional information and requests for rectification

Suomen Asiakastieto Oy
Service support

Line of business of the controller

As its line of business, the company is engaged in credit data activities and other business information services.

File used in the activity

Personal file relating to Suomen Asiakastieto Oy's AHAA customer control system on contact persons of the company's clients and on persons in the position of person in charge of potential clients. The clients are companies. The data subjects are employees or persons in charge of these companies.

Purpose of the processing of personal data

The use of data on the contact persons of the controller's clients and persons in charge of potential clients for contacting the client and potential client.

The controller also uses the file to realize the right of notification and access (Personal Data Act, Section 26).

Description of the group of data subjects and data groups in the file

The file only contains information on such persons and their contact data, whose employers are in client relationship with Suomen Asiakastieto Oy, or the companies are Suomen Asiakastieto Oy's potential clients

The data to be recorded is based on paragraph 5 of Section 8 and paragraph 8 of Section 8 in the Personal Data Act.

Data on the data subjects comprises information on the person's status, work duties, and other respective data, which is of significance when managing a client relationship. The data subjects themselves are not in a client relationship with Suomen Asiakastieto Oy.

Disclosing of data

Data in the file is not disclosed to outsiders.

Description of the principles of file protection

The file is maintained in the premises of the controller, provided with appropriate security and access control systems.

The prevention of misuse and penetration attempts is carried out with technical and application solutions of different levels.

The data warehouse is backed up daily.

Control of use

The users of the file have personal user identifiers and passwords, on the basis of which the users are identified.

The persons employed by the controller have signed an obligation to observe secrecy.

User authorizations of different levels have been determined for the personnel. The personnel have been familiarized with the legislation.

Rights of the data subject

The data subjects are informed of the processing of data by keeping this description of file available in the company's premises and on the web pages.

The controller shall, on own initiative or at the request of the data subject's employer, erase, rectify or supplement erroneous, unnecessary, incomplete or obsolete data in its data file without undue delay. Essential in the correction, supplementing or erasing is the purpose of use of data, i.e. management of client relationship.

Disclosing of data to countries outside the European Union or the European Economic Area

Data is not disclosed from the file.

Data sources

Data subjects: contact data

Data subjects' employers: contact data

Trade Register: data on companies' persons in charge