

# Processing of personal data in DNB Finland

Within DNB Bank ASA, Finnish branch ("DNB") we have extensive experience in dealing with customers' personal information as part of our business. It is important to us that you are confident that your personal data is processed in a lawful and responsible manner. Therefore, we would like to inform you about how we handle your personal information. GDPR (General Data Protection Regulation) is a new EU regulation which will apply throughout the EU and the EEC on 25 May 2018. GDPR replaces former legislation based on the Data protection directive. The purpose of GDPR is to strengthen the protection of the individual with regard to the processing of personal data and to create a single set of rules across Europe. To ensure that we will treat your personal information in a lawful and responsible manner even after GDPR enters into force, we have conducted a survey, and otherwise adapted our operations after the new legislation, for example to meet the new rights that you have under GDPR. We have also reviewed and improved our procedures to enable us to erase your information when it is no longer needed so that we don't keep more information about you than we need. In our Privacy policy, you can read about which personal data we process and why we need to process it. Here you can also read about how long we keep your personal data and your rights when we use your personal information. You find our Integrity policy [here](#).

## Your rights according to GDPR

You have the right to Access, rectification, erasure and restriction of your personal data.

Just as before, you have the right to obtain information about if and how we use your personal data and how we protect your personal data. We will answer all requests for this information as quickly as we can, but no later than within 30 days. If a certain case should take longer time, we will inform you about how you the handling of your request proceeds.

We will, upon your request or on our own initiative, rectify, anonymise, erase or complete information if we should be aware about information that are inaccurate, uncomplete or misleading. You also have the right to complete information if any relevant information should be missing.

You have the right to request that we erase your personal data if there are no acceptable reasons for DNB to process your personal data.

You have the right to request that we temporarily restrict the access to your personal data.

You will find detailed information about the right to Access, rectification, erasure and restriction of personal data and processes in our [integrity policy](#).

## The right to data portability

You have the right to access parts of your personal data in a structured, commonly used and machine-readable format and to transmit those data to another controller. The right to data portability only applies where the use of your personal data is automated and when the processing is based on your consent or on an agreement between you and DNB.

If you wish to request Access, Rectification, Erasure, Restriction of your personal data or the right to data portability, please use this form. [Link to form](#)

**Request for transcript of personal data processed by DNB etc.**

Instructions:

Fill out the form, sign it and send to:

Dataprotection  
DNB Bank ASA, Finland branch  
Urho Kekkosenkatu 7B  
00100-Helsinki

You can also print the form and mail it to tietosuoja@dnbautofinance.fi

Name:	National identification number:
Registered home address: Street: Postal number: City: Country:	Telephone number where we can contact you: E-mail address
Please let us know about your client relation with DNB: Are you/have been client through car financing, credit card, representative for a corporate customer)	If you are/have been representative for a corporate customer, what company/companies did you represent?

**The right to Access, rectification, erasure and restriction of personal data and processing**

You have the right to request a transcript of our processing of your personal data and how we protect your personal data.

**Transcript**

I wish to receive information about the following:

- General personal data
- Information related to credit cards
- Information related to my loans and credits
- Information related to my car financing
- Information related to Autolease
- Personal data related to corporate customers (for example if you are the representative or signatory of a corporate customer of DNB)
- Information related to my employment within DNB

**Request for rectification**

We will, upon your request or on our own initiative, rectify, anonymise, erase or complete information if we should be aware about information that are inaccurate, uncomplete or misleading. If you wish to correct or complete any information, please let us know what information this applies to.

Request for rectification etc.:
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**Request for erasure and restriction of personal data**

You have the right to request that we erase your personal data if there are no acceptable reasons for DNB to continue to process your personal data. You also have the right to request that we temporarily restrict the access to your personal data.

If you wish to erase or restrict any personal data, please let us know what information this applies to.

Request for erasure etc.:

You will find detailed information about the right to Access, rectification, erasure and restriction of personal data and processes in our [integrity policy](#).

**The right to data portability**

You have the right to access parts of your personal data in a structured, commonly used and machine-readable format and to transmit those data to another controller. The right to data portability only applies where the use of your personal data is automated and when the processing is based on your consent or on an agreement between you and DNB

Request for dataportability, please let us know what information you wish to transmit, and to whom.

We will answer all requests for this information as quickly as we can, but no later than within 30 days. If a certain case should take longer time, we will inform you about how your issue proceeds.

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Signature

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City and date