

# Processing personal data at Nyköping City Library

## Saved data

We need to save and process personal data related to you, such as your name, address, e-mail address, personal identity number, telephone number, mobile number, library card number and borrower ID. The purpose of this type of data processing is to administer your loans and reservations and provide other services such as access to databases and computer bookings.

We have received your data from you when you registered as a borrower at Nyköping City Library. Your address data is obtained and updated from the SPAR register, Adressleverantören i Sverige AB. We need this data in order to provide our services. We always apply the privacy legislation applicable at the given time when processing personal data.

## Legal basis

The legal basis for processing your personal data is that an agreement can be fulfilled with the data subject.

## Storage period

Your personal data will be saved as long as you are a borrower with us. You are automatically erased if you have not used the library's services in 5 years. Data on the lending of media that consists of several parts, such as language courses and CD books, is saved for 90 days following the loan period. Data on the lending of other media is only saved during the loan period.

## Data that is shared

The personal data we process about you is shared with our system providers. We may also share your personal data with a third party, provided that we are obliged to do so by law.

## Data Controller

The Data Controller is the Culture and Recreation Committee (Kultur- och fritidsnämnden).

Address Kultur- och Fritidsnämnden  
611 83 Nyköping, tel. +46 (0)155-24 80 00  
(switchboard), e-mail [reg.kof@nykoping.se](mailto:reg.kof@nykoping.se).

## Your rights

You have the right to contact us to obtain information about the data we have concerning you, to request a correction, transfer or restriction of the processing, to make objections or to request erasure of your data. This is easily done by visiting the library and presenting valid identification.

Contact us if you have any questions at +46 (0)155-24 86 86,  
e-mail [info.biblioteket@nykoping.se](mailto:info.biblioteket@nykoping.se),  
address: Nyköpings stadsbibliotek  
Hospitalsgatan 4, 611 83 Nyköping.

If you have submitted reviews and opinions via the library's website, these will be anonymised, but not deleted, in the event of an erasure of your borrower account.

You can contact our Data Protection Officer at Dataskyddsbud, Nyköpings kommun,  
611 83 Nyköping,  
tel. +46(0)155-24 80 00,  
e-mail [dataskyddsbud@nykoping.se](mailto:dataskyddsbud@nykoping.se).

If you have complaints regarding our processing of your personal data, you have the right to lodge a complaint with the Swedish Data Protection Authority.