



## "Information to be provided where personal data are collected from the data subject" (Art. 13 GDPR)

We wish to inform you that, pursuant to art. 13 of the EU Regulation 679/2016 (General Data Protection Regulation), you qualify as a "data subject" with reference to the personal data that the University of Udine, head offices in via Palladio 8, 33100 Udine (UD), has obtained as Data Controller with regard to the activity of organising conferences, seminars, workshops, meetings, exhibitions and public events.

Your data will be processed according to the following criteria:

### Article 5 Reg. (EU) 679/2016, Principles relating to processing of personal data

#### 1. Personal data shall be:

- (a) processed lawfully, fairly and in a transparent manner in relation to the data subject ('lawfulness, fairness and transparency');
- (b) collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall, in accordance with Article 89(1), not be considered to be incompatible with the initial purposes ('purpose limitation');
- (c) adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed ('data minimisation');
- (d) accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay ('accuracy');
- (e) kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89 (1) subject to implementation of the appropriate technical and organisational measures required by this Regulation in order to safeguard the rights and freedoms of the data subject ('storage limitation');
- (f) processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures ('integrity and confidentiality').

#### 2. The controller shall be responsible for, and be able to demonstrate compliance with, paragraph 1 ('accountability').

Personal data shall be processed according to the following principles:

### 1) INFORMATION PROVIDED AT THE TIME WHEN PERSONAL DATA ARE OBTAINED (art. 13 §. 1 GDPR)

#### a) The Controller

The "Data Controller" is the University of Udine, with offices in via Palladio 8, 33100 Udine (UD), in the person of its legal representative, the Rector, domiciled at the above address for the purposes of this information notice.

The Controller may be contacted at the above address or at the following email address: [datipersonali@uniud.it](mailto:datipersonali@uniud.it).

#### b) The Data Protection Officer (DPO)

The Data Protection Officer (hereinafter also referred to as DPO), appointed by the University, is available at the following email address [rpd@uniud.it](mailto:rpd@uniud.it).

#### c) Purposes and legal basis for the processing of personal data

Purposes of data processing	Legal basis (art. 6 GDPR)
The creation of multimedia materials for archiving purposes and institutional documentation;	Letter a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;
The creation of multimedia materials;	
Activities regarding the disclosure and dissemination of the	

Responsabile della protezione dati personali: [rpd@uniud.it](mailto:rpd@uniud.it)  
via Palladio 8, 33100 Udine (UD), Italia — [www.uniud.it](http://www.uniud.it)  
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results of research carried out by the University;	
Promoting the University's image on traditional mass media (press, radio, TV) and social media (the web, social networks).	
Teaching activities in official courses, lectures, workshops, seminars, practical exercises and tutorials on-campus; Scientific research activities in the territory;	Letter 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;

**d) Recipients of the personal data**

The recipients of the personal data provided by the subject are the Controller and the categories of persons listed below:

- The public.

**e) Transfer abroad**

Not applicable.

**2) FURTHER INFORMATION (art. 13 §.2 GDPR)**

**a) Storage period**

The criteria used to determine the period during which your personal data will be stored are based on the principle of the necessity of processing. Your personal data will therefore be stored for as long as it is necessary to carry out the purposes indicated above.

Your personal data will be cancelled or destroyed as soon as they are no longer necessary for the above purposes.

**b) Rights of the data subject**

Using the above-mentioned addresses, you may exercise the following rights (as well as the right to data portability ex art. 20 GDPR, which is not applicable in this case):

The right to obtain access to your personal data (art. 15 GDPR):

- The right to obtain the rectification of inaccurate personal data and to have incomplete personal data completed (art. 16 GDPR);
- The right to obtain the erasure of personal data concerning you (art. 17 GDPR);
- The right to obtain the restriction of processing of personal data (art. 18 GDPR).

**c) The right to withdraw consent**

In those cases where the processing of personal data is based on the subject's consent (art. 6, §. 1, lett. a) and for special categories of personal data (art. 9, §. 2, lett. a), the subject has the right to withdraw consent at any time without negating the lawfulness of the procedures which were based on consent given previously and subsequently withdrawn.

**d) Right to lodge a complaint**

You have the right to lodge a complaint with your National Personal Data Protection Authority (Garante per la Protezione dei dati personali) which has been indicated as the competent Supervisory authority in Italian law (pursuant to art. 77 GDPR and art. 2 bis of Leg. Decree 196/2003).

**e) Grounds for, and consequences of processing personal data**

The personal data processing system is structured as follows:

Regulatory category	Type	Data communication constitutes a legal obligation in that ...	The de facto need to establish a legal relationship	The legal obligation for the data subject to provide personal data	Consequences of the failure to communicate data





		... it has its legal basis	... it is required to fulfill a contractual obligation			
<b>Art. 6 GDPR Personal data</b>	Name and surname, likeness			X	Faculty	Impossibility for the subject to be indicated in the material produced as a participant in the event

**f) Profiling**

Personal data shall not be subject to profiling.

**3) MEANS AVAILABLE TO THE DATA SUBJECT TO EXERCISE HIS/HER RIGHTS**

In order to exercise the above-mentioned rights, you may contact the Controller at the following email address [datipersonali@uniud.it](mailto:datipersonali@uniud.it)

Please note that pursuant to art. 14 §.3 GDPR, the controller shall provide the information referred to in paragraphs 1 and 2 of art. 14 GDPR:

- a) within a reasonable period of time after obtaining the personal data, but **at the latest within one month**, having regard to the specific circumstances in which the personal data are processed;
- b) if the personal data are to be used for communication with the data subject, at the latest at the time of the first communication to that data subject; or
- c) if a disclosure to another recipient is envisaged, at the latest when the personal data are first disclosed.

**4) INFORMATION UPDATES**

The above information was last updated on the date indicated in square brackets in the footnote on the left.

It has been made available to the data subject and may be consulted, together with any future upgrades, on the University of Udine website by accessing the section labelled “privacy” on our home page [www.uniud.it](http://www.uniud.it).

