

27/06/2018 Information and access to personal data pursuant EU Regulation 2016/679 (General Data Protection regulation)

You have received this information pursuant to Article 13 of EU Regulation 2016/679, the General Data Protection Regulation (GDPR), as you have provided personal data to the University of Padova, which is based in Via 8 Febbraio, 2 - 35122 Padova, Italy. The University is the Data Controller and requires your personal information for any activities promoting inclusion at the University of Padova.

In accordance with the GDPR, your personal data will be processed fairly, lawfully and transparently, as well as in a manner that safeguards your privacy and your rights.

We are therefore providing you with the following information:

1) IDENTITY AND CONTACT DETAILS OF THE DATA CONTROLLER

The Data "Controller" is the University of Padova which is based in Via 8 Febbraio, 2 – 35122, Padova, Italy. You, the data subject, may contact the Data Controller by writing to the address above, or by sending an email to: amministrazione.centrale@pec.unipd.it

2) CONTACT DETAILS OF THE DATA-PROTECTION OFFICER

The Controller has its own Data-protection officer, who is appointed pursuant to Article 37 of EU Regulation 2016/679. The Data-protection officer may be contacted at: privacy@unipd.it

3) PURPOSES OF AND LEGAL BASIS FOR DATA PROCESSING

Your personal data (the information you provide when agreeing to our services and/or when carrying out the roles set by the service), including sensitive categories, is processed exclusively for:

- 1) communication including the promotion of inclusion activities at the university
- 2) Detecting any possible barriers which prevent inclusion, necessary supports, suggestions for a more inclusive working life
- 3) Fulfilling specific requests submitted by the data subject
- 4) Promoting the inclusion support network at the University
- 5) Possible reports to be submitted to the relevant university facilities of the concerned parties to plan and implement customised solutions agreed upon
- 6) possible report to be submitted to Central Administration which may include anonymous and/or aggregate data, to plan and implement inclusion programs for the whole university
- 7) Possible qualitative and quantitative analyses on anonymous and aggregate data, to monitor the state of inclusion at the university

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Your personal data may also be disclosed to other public subjects when required to perform any of the University's institutional functions requested by the data subject.

Your personal data may be disclosed when performing the following tasks:

- fulfilment of legal and contractual requirements
- Fulfilment of specific requests submitted by the data subject (including support, technical interventions, etc.)
- as for aspects outlined in par. 3, your data may be disclosed to other facilities of the university of Padova for any aspects which fall under their competence.

Any sensitive data will be processed in accordance with the "University Regulation for the Processing of Sensitive and Legal Data". The regulation can be consulted at: <http://www.unipd.it/universita/statuto-eregolamenti/regolamenti/regolamenti-di-interesse-generale>.

Please note that the Controller does not use automated means to profile you

4) RECIPIENTS AND CATEGORIES OF RECIPIENTS OF PERSONAL DATA

The recipients of your personal data are the Controller and any Processors appointed by the Controller, as well as any natural persons tasked with processing your data for the aforementioned purposes.

Your personal data will be disclosed to all subjects that need to be informed for the correct performance of the purposes stated in par. 3.

5) PROVISION OF DATA

You, the data subject, are required to provide your personal data so that the University can perform the services in par. 3. Should you refuse, then the services cannot be provided.

6) DURATION OF DATA STORAGE

Establishing how long your personal data will be stored depends on how much time is needed to process it. Your personal data will therefore be stored for the entire time needed to carry out the services stated in par. 3.

7) RIGHTS OF THE DATA SUBJECT

Please note that you are entitled to:

1. access your personal data

27/06/2018 Information and access to personal data pursuant EU Regulation 2016/679 (General Data Protection regulation)

2. rectify or erase your personal data, or restrict how it is processed
3. object to your personal data being processed
4. receive your personal data or have it transferred to another controller (data portability) pursuant to Article 20 of EU Regulation 2016/679. This applies to electronic data only.
5. lodge a complaint with Italy's supervisory watchdog (*Garante per la protezione dei dati personali*)

8) EXERCISING YOUR RIGHTS

To exercise the aforementioned rights, please email the Controller at amministrazione.uniweb@unipd.it

The Controller shall respond **within one month of your request**, although this may be extended by **up to three months should the request be particularly complicated**.

9) CHANGES TO INFORMATION

This information is subject to change. You are therefore advised to check it regularly and refer to the latest version.

Padova, 25 June 2018