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 - ☐ co-author
 - ☐ curator
 - ☐ translator

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Personal Data Processing Policy

The Regulation (EU) 2016/679 "General Data Protection Regulation" (hereinafter GDPR) guarantees the right to the protection of privacy personal data for all natural persons. Pursuant to Article 13 of the Regulation, the University of Trento intends to provide the following information.

1. Data Controllers

The Data Controllers are the following.

University of Trento, via Calepina n. 14, 38122 Trento (TN); Email: ateneo@pec.unitn.it; ateneo@unitn.it

Il Poligrafo, via Carlo Cassan n. 34, 35121 Padova (PD); Email: ilpoligrafocasaeditrice@pec.it

2. Contacts of the Data Protection Officer

The Data Protection Officer (DPO) can be contacted at the following Email address:

for **University of Trento**: rpd@unitn.it;

for **Il Poligrafo**: amministrazione@poligrafo.it.

3. Purpose of the Processing and Legal Basis

The Data Controllers process personal data in the execution of their public tasks, as well as in the execution of a contract of which the interested person is a part (Article 6, Paragraph 1, Letters e) and b) of the GDPR) and in particular for the purposes indicated in the previous release.

4. Nature of Data Provision

The provision of personal data is optional but failure to provide such data causes the impossibility to proceed for the purpose indicated in the previous release.

5. Processing Methods

The processing of personal data is carried out electronically by personnel in charge to process



data, in relation to the tasks and duties assigned and in compliance with the principles of lawfulness, correctness, transparency, adequacy, relevance, necessity and confidentiality (Article 5, Paragraph 1 of the GDPR).

6. Categories of Recipients

Personal data will be disclosed to the public and/or disseminated as indicated in the previous release. Personal data may be disclosed to third parties exclusively in compliance with a legal obligation and/or order of the judicial Authority.

7. Personal Data Conservation Period

Personal data will be conserved for the period necessary to achieve the aforementioned purpose and in any case for the time necessary to perform the requirements of law, and in any case kept for the time established by current legislation and/or by the University regulations on management and conservation of the documentation produced by the University or Il Poligrafo in carrying out their institutional activities.

8. Rights of the Interested Parties

At any time, interested parties may exercise towards the Data Controllers the rights laid down in Articles 15 and following of the GDPR that is: access to their personal data and other information indicated in Article 15 of the GDPR; the amendments of their personal data if inaccurate and/or their integration if they are incomplete; the limitation of processing, opposition and cancellation in cases where this is permitted.

For more information and the exercise of rights, it is possible to send a specific request to the above addresses of the Data Controllers or the DPO.

The right to lodge a complaint with the Guarantor for the data protection shall remain unaffected thereby pursuant to Article 77 of the GDPR.