



POLITECNICO
MILANO 1863

INFORMATION AND DECLARATION OF CONSENT FOR PERSONAL DATA TREATMENT

**IN ACCORDANCE TO ARTICLE 13 OF GDPR (General Data Protection Regulation)
EU REGULATION N. 679/2016 OF 27 APRIL 2016**

This document is issued pursuant to Article 13 of EU Regulation 2016/679 of 27 April 2016 on protection of natural persons with regard to personal data processing and in compliance with the legislation on personal data processing, as well as on the free movement of such data.

Data Controller

Politecnico di Milano - General Manager upon authorization of the pro-tempore Rector – contact: dirgen@polimi.it.

Internal data processor

Dr. Daniela Rosa Fagnani, Administrative Manager of the Department of Civil and Environmental Engineering – Politecnico di Milano - Piazza Leonardo da Vinci, Milan, Italy – Phone +39 (02) 23992126 – e-mail daniela.fagnani@polimi.it.

Data will be processed by other authorized parties and, for this purpose, instructed in compliance with current legislation.

Responsible for data protection and contact points

Dr. Vincenzo Del Core - privacy@polimi.it - Phone: +39 (02) 23999378

Purposes of data processing, legal basis, data categories and storage period

For the purposes of the application of European and national legislation on this matter (EU Reg. 679/2016, hereinafter Regulation), we inform you that your personal data will be used for the following purposes:

Purposes of the processing for which personal data are intended	Legal basis of data processing	Categories of personal data to be processed	Storage period of personal data
Purpose 1: Seminar delivery	To fulfil the institutional activities of Politecnico di Milano (Article 6, paragraph 1, letter e) of the Regulations)	<ul style="list-style-type: none">• Identification data (Surname, name)• Only for speakers: contact data (e-mail, phone number)	For a maximum period of 3 years, and in any case for a period of time not exceeding the necessary time to fulfil the purposes for which data have been collected and processed
Purpose 2: Scientific dissemination	To fulfil the institutional activities of Politecnico di Milano (Article 6, paragraph 1, letter e) of the	<ul style="list-style-type: none">• Seminar recording	For a maximum period of 3 years



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	Regulations)		
Purpose 3: Statistical purposes and scientific heritage of the Department of Civil and Environmental Engineering	To fulfil the institutional activities of Politecnico di Milano (Article 6, paragraph 1, letter e) of the Regulations)	<ul style="list-style-type: none">• Seminar recording	For archiving and conservation purposes, the data necessary for the proper functioning of the Public Administration will be kept, in compliance with the principle of transparency and the principles of lawfulness, proportionality and minimization, for an indefinite period of time

The seminar will be delivered as a Webex Meeting.

Participants are required not to make video or audio interventions but just to send written questions via chat.

If a participant takes part into the seminar though video or audio facilities during the seminar itself, he/she assumes all consequent responsibilities and hold harmless the Department of Civil and Environmental Engineering of the Politecnico di Milano from any responsibility for the dissemination of the image and/or audio, during the seminar and after.

The seminar will be recorded and if a participant intervenes with video or audio during the seminar itself, his/her intervention (video and/or audio) will be recorded.

The data subject to processing, including images, footage and audio/video recordings, even in partial and/or modified or adapted form, collected during the seminar will be processed in full compliance with the GDPR. The data will be processed, also with support of electronic means, by specifically appointed subjects, for the dissemination and communication activities on website of the Department of Civil and Environmental Engineering of Politecnico di Milano (www.dica.polimi.it).

The images collected will be stored, also in electronic form and on any technological support for the purposes and within the limits defined above and may be disseminated pursuant to Italian Law no. 150/2000 concerning institutional websites as well as through social network channels (e.g. Facebook, Twitter, You Tube, but not limited to). The use of the images does not give the right to any compensation. The Department of Civil and Environmental Engineering of Politecnico di Milano has the right to access or disclose the speaker/participant's images without any consent, by virtue of art. 97 of the Italian Law no. 633/1941. This authorization implies the granting of a non-exclusive license, with no limit of duration and for the whole world, transferable to third parties, for the use of the materials and includes the rights referred to in articles from 12 to 19 of the Italian Law no. 633/1941, including but not limited to: right of publication; right of reproduction in any way or form; right of transcription, editing, adaptation, processing and reduction; right of communication and distribution to the public, including the rights of projection, transmission and dissemination also in summary and/or abridged version, by any technical means, right to keep a copy of the materials, also in electronic form and on any known technological support or future invention for the purposes and within the limits defined above. It is in any case excluded, pursuant to the aforementioned article and pursuant to art. 10 of the Italian Civil Code, any use of the images that may harm the honor, reputation or decorum of the person portrayed, filmed or registered.

Nature of data

Data communication is mandatory for Purpose 1 and Purpose 3.



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Failure to communicate data for Purpose 1 and Purpose 3 prevent from participating to the seminar.

Processing method

Personal data can be processed through platforms or online services that allow you to carry out distance research/dissemination activities also through the configuration of "virtual classrooms", in compliance with the principle of minimization.

The data treatments carried out for the purposes mentioned above can be carried out on paper or digital means, manually and/or with electronic tools or, in any case, through automated processes, on the structure disk within the Politecnico di Milano data center. They could also be stored in paper archives for the duration of the data processing and in digital format for an indefinite period of time due to the transparency and good operation of the public administration.

The access to the data acquired for the aforementioned purposes is allowed to duly authorized staff.

Recipient categories

In relation to the mentioned purposes, data and recorded images of the seminar may be disclosed to third parties, both in Italy and abroad, for purposes linked to the scientific dissemination activities of the Department of Civil and Environmental Engineering of Politecnico di Milano.

Storage period of personal data and their return

The collected data are stored at Politecnico di Milano for a maximum period of 3 years, and in any case for a period of time not exceeding the necessary time to fulfil the purposes for which data have been collected and processed.

The seminar recording will be published for a maximum period of 3 years.

For statistical purposes and as scientific heritage of the Department of Civil and Environmental Engineering, the data necessary for the proper functioning of the Public Administration will be kept, in compliance with the principle of transparency and the principles of lawfulness, proportionality and minimization, for an indefinite period of time.

Transfer to Extra EU Countries

Personal data will not be, in any way, transferred to non-EU Countries.

The seminar recording will be at disposal on the website of the Department of Civil and Environmental Engineering for downloading.

Rights of the interested parties

As interested party, you can ask the Data Controller, at any time:

- confirmation of the existence or not of your personal data;
- access to your personal data and related information; the correction of incorrect data or the addition of incomplete data; the cancellation of your personal data (if any condition indicated in art. 17, paragraph 1 of the Regulations can be applied and it is in compliance with the exceptions provided in paragraph 3 of the same article); the limitation of processing of your personal data (when one of the conditions indicated in art. 18, paragraph 1 of the Regulations can be applied), the anonymization or blocking of data processed unlawfully, including data whose storage is not required in relation to the purposes for which the data were collected or subsequently processed.

As interested party, furthermore, you have the right to wholly or partly oppose:

- for legitimate reasons regarding the processing of his/her personal data, related to collection purposes;



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- to the processing of his/her personal data for the purpose of sending promotion of educational initiatives and cultural events of Politecnico di Milano.

These rights can be exercised by contacting privacy@polimi.it.

If you deem that your rights have been violated by the data controller and/or by a third party, you have the right to submit a complaint to the Data Protection Authority and/or to another competent supervisory authority pursuant to the Regulation.