



# INFORMATION NOTE ON THE PROCESSING OF PERSONAL DATA IN EVENTS ORGANIZED BY INFN

17 April 2019

This information is provided pursuant to the articles 13 and 14 of the EU Regulation 2016/679, General Data Protection Regulation (hereinafter referred to as “Regulation”), for the purpose of informing natural persons, who want to participate in training initiatives or cultural events, promoted, organized or managed by the National Institute for Nuclear Physics (INFN), on how the personal data they provide are collected, used, consulted or otherwise processed by INFN, even when such data are obtained from educational institutions, universities or other public institutes.

## CONTROLLER

**National Institute for Nuclear Physics**, having its registered office in Frascati, via E. Fermi, 40.

email: [presidenza@presid.infn.it](mailto:presidenza@presid.infn.it)

PEC: [amm.ne.centrale@pec.infn.it](mailto:amm.ne.centrale@pec.infn.it)

## DATA PROTECTION OFFICER

INFN has nominated the Data Protection Officer (DPO or RPD) by Council resolution no. 14734 of 27 April 2018.

The DPO can be reached by e-mail at: [dpo@infn.it](mailto:dpo@infn.it)

## NATURE OF THE PROCESSED DATA AND PURPOSES OF THE PROCESSING

The INFN processes the collected data to allow the participation to and the organization of the event/RULE General Workshop, promoted and managed by the Institute in pursuit of its institutional legitimate interests and to ensure compliance with the legal obligations related to the management of that event/activity. Failing to provide the requested data will preclude the participation to the event.

The INFN may also collect some special categories of personal data, required to ensure the health and respect for the religious beliefs of the data subject concerned. Failing to provide such data will result in the impossibility to comply with these obligations.



The INFN may also collect photographic images or video and audio recordings to document the event for the purposes of disseminating and communicating the Institute activities. Such images or recordings may also be partially used and/or amended or adapted, free of charge, in the photo gallery dedicated to the event and in the INFN web pages or social media.

Photographs, audios and videos may be used, but not be limited to, in any postproduction format or adaptation, also in combination with the images of other participants to the events, without time and place limits. The INFN may exercise its own rights pursuant to the articles from 12 to 19 of the law 22 April 1941, no. 633, which, by way of example and not to be exhaustive, include: publishing rights; reproduction rights in whatsoever way or form; transcription, editing, adaptation, elaboration and reduction rights; sharing and dissemination rights, public communication and distribution, including projection, transmission and dissemination rights, also by means of press, television, web sites related to the event and web sites or social profiles used for the event, by any technical means, even in a summarized and shortened version; the right to retain copy of materials, also in an electronic form and on a current or future new technological support, for the above mentioned purposes and limits.

In any case, it is not permitted any use of the material, which might be detrimental to the honour, to the reputation, to the dignity of the portrayed, filmed or recorded person.

The consent to provide personal data is freely given: its absence will result in the exclusion from video-recordings and photographs.

## SOURCE FROM WHICH DATA ORIGINATE

The personal data relating to subjects who want to participate in training initiatives or cultural events promoted, organized and managed by the Structures of INFN, may be provided to INFN by the data subjects themselves or obtained from educational institutions, universities or other public or private subjects.

## PROCESSING METHODS

The INFN processes personal data also by electronic or by automated means, in compliance with the principles set out in art. 6 of the EU Regulation 2016/679.

Processing is carried out at the INFN-LNF.

The data may be processed by INFN employees or collaborators or by third parties expressly nominated as responsible for the processing, and they will not be communicated to third parties nor will be disseminated except when allowed by national or European laws.

The INFN does not carry out automated decision-making processes, nor does it perform profiling activities using the personal data collected.

## DATA RECIPIENTS

The personal data collected may be communicated to companies providing ancillary services to the event, to health authorities, to insurance companies and to the Public Security authorities, when required by law.



## TRANSFER OF DATA ABROAD

The personal data relating to guests are not transferred, as a rule, to third countries or international organizations. However, transfer of such data may happen if it is necessary — in relation to training events held whole or in part abroad — to comply with obligations concerning the health, the security and the protection of persons and only after their explicit consent.<sup>1</sup>

## DURATION OF THE PROCESSING

The INFN processes the collected personal data for as long as it is necessary to allow the participation to the event and subsequently for no longer than two years and only to provide informative material and/or updates.

## RIGHTS OF THE DATA SUBJECT

The INFN shall grant and ensure the rights of the data subject to have access, to rectify, to restrict, to erase its personal data, and to object to their processing. The INFN shall ensure the right to lodge a complaint with the Data Protection Supervisor Authority concerning the processing performed.

The rights referred to can be exercised by a request to the Controller or to the Personal Data Protection Officer: by an e-mail to the address [dpo@infn.it](mailto:dpo@infn.it) or by registered post with acknowledgement of receipt to the Controller's registered office address. The request may also be orally formulated and be renewed at intervals greater than ninety days, except for justified reasons.

It is possible to confer a written delegation to another individual and also to be assisted by a trustworthy person.

The aforementioned rights relating to personal data of deceased persons may be exercised by those who have an interest in them or act to safeguard the data subjects concerned or for family reasons deserving of protection, duly documented.

If, as a result of the request, the data relating to the data subject do not exist, the INFN may charge a fee, not exceeding the costs incurred for providing the research. A fee on the basis of administrative costs may also be charged for any further copies requested.

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<sup>1</sup> If a transfer of personal data to a third country is necessary, a form for requesting consent should be prepared along the lines of the one used for the collection of photographic images.