

THE PROTECTION OF PERSONAL DATA

Data controller

The Data Controller is the University of Pavia in the person of the Chancellor. Contact details: the legal address is Corso Strada Nuova 65, 27100 Pavia, IT, certified e-mail: amministrazione-centrale@certunipv.it

Data Protection Officer

The University of Pavia has appointed its own Data Protection Officer (DPO). Contact details: Corso Strada Nuova 65, 27100 Pavia, IT, telephone no. +39 0382/985490, Email privacy@unipv.it, certified e-mail: amministrazione-centrale@certunipv.it

Information on the processing of personal data

Advisory notices pursuant to new Regulation (EU) 2016/679, concerning the protection of individuals with regard to the processing of personal data, are available on the portal. Specific information can be made available for particular cases if required.

Minors, before communicating personal data to the University, are requested to read the following information carefully with their parents or guardians.

Principles

Processing is based on the principles established by law concerning the protection of personal data, with particular regard to the lawfulness, correctness and transparency of the processing, the use of data for specific, explicit, legitimate purposes in a manner relevant to the treatment, and the respect for the principles of data minimization, accuracy, limitation of conservation, integrity, confidentiality and accountability.

Purpose of the treatment

Data is processed by the University of Pavia in its capacity as Data Controller for the carrying out of institutional duties that are of public interest or otherwise related to the exercise of its public powers, including those obligations required by law for the purpose of managing the didactic/administrative/working relationships between universities, students, collaborators and employees. In accordance with Article 33 of its constitution, the University has didactic, scientific, organizational, financial and accounting autonomy. The university's activity is governed by its own statute, by its own regulations and by the legislative norms that expressly refer to it. The university operates in the pursuit of its own institutional goals, which can be identified foremost as teaching, research, and the Third Mission (the term Third Mission of the University refers to those activities aimed at the dissemination of knowledge and technologies, or the offering of the academic institution for the direct benefit of the community or for third parties, as opposed to the university institution - public or private bodies).

Storage

The determination of a preservation period for personal data complies with the principle of the necessity for processing. The time limits for the storage of personal data generally depend on the laws and the retention times of the documents containing them. Data will be stored in accordance with the rules regarding the preservation of administrative documentation.

Categories of subjects to whom data may be communicated or who can come into contact with such data in their capacity as data processors or persons in charge of processing

Users' personal data may be acknowledged and treated, in compliance with current legislation on the subject, by personnel and collaborators of the University who are authorized to process it and who are adequately instructed by the Data Controller, or by companies expressly appointed as data processors (pursuant to art. 28 of the GDPR) to which the University assigns services of technical-administrative management in outsourcing, or with which conventions or agreements are put into place. Personal data may be disclosed to other public entities to whom, in the presence of relevant conditions, communication is imposed by Community orders, legal provisions or regulations.

Rights of the interested parties

The interested parties have the right to ask the Data Controller to be able to access personal data and to correct or cancel it, as well as to limit or oppose its processing (Articles 15 and following of EU Regulation 679 / 2016). The appropriate application is to be presented to the Data Controller, Corso Strada Nuova 65, 27100 Pavia, IT, certified e-mail: amministrazione-centrale@certunipv.it, also c/- the Data Protection Officer. The Data Controller is required to respond within one month from the date of receipt of the request, a term that can be extended for up to three months in cases of particular complexity. The parties concerned, given the necessary conditions, also have the right to lodge a complaint with the supervisory authority in accordance with the procedures set out in EU Regulation 679/2016.

Internal organizational structure

The University, in implementing Legislative Decree 196/2003 "Code regarding the protection of personal data", has adopted an organizational structure aimed at ensuring effective data management and a process of adapting to the legislation through the collaboration of the entire academic community. This organization remains definitive as it provides a suitable guarantee of full compliance with the current provisions regarding data processing, and is based on the accountability of staff according to their role.

Internal data processors (Data Processing Managers pursuant to Article 29 of Legislative Decree 196/2003):

Directors of the various Departments
Directors of research and service centres
Directors of Schools of Specialization
Area Managers

Appointees

Individuals (employees, collaborators) who are authorized and properly trained in the processing of data under the direct authority of the Data Controller or the internal Data Processing Manager. The appointee is provided with adequate information and training.