



**POLITECNICO**  
MILANO 1863

## **INFORMATION ON DATA COLLECTION AND PROCESSING IN ACCORDANCE WITH ART. 13 OF REGULATION (EU) 679/2016 OF 27 APRIL 2016**

The current information is issued pursuant to Art. 13 of Regulation (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and in compliance with the legislation on personal data processing, as well as the free circulation of such data.

In particular, this Information relates to the emergency situation in Ukraine and to the reception of Ukrainian citizens, addressing in particular the following categories of data subjects:

1. **Students** from Ukrainian universities who wish to continue their studies at the Politecnico di Milano;
2. **Professors and researchers** from Ukrainian universities who wish to apply for the role of Visiting Professor or Researcher at the Politecnico di Milano.

### **Data controller**

Politecnico di Milano - Director General delegated by the pro-tempore Rector - contact: [dirgen@polimi.it](mailto:dirgen@polimi.it).

### **Internal data processor**

For processing related to Students: Director of Education at the Politecnico di Milano.

For processing related to Visiting Professors: Director of Human Resources and Organisation at the Politecnico di Milano.

For processing related to Visiting Researchers: Manager of the Department at the Politecnico di Milano to which the researcher belongs.

The data shall be processed by other persons authorised and instructed for this purpose in compliance with current legislation.

### **Data Protection Officer and contact details**

E-mail: [privacy@polimi.it](mailto:privacy@polimi.it) - tel. +39 02 23999378.

## **Purpose of the processing, legal basis, categories of data and retention period**

### ▪ **STUDENTS**

Please refer to the Privacy Policy for students at the Politecnico di Milano, published on the University website and available at the following link:

[https://www.polimi.it/fileadmin/user\\_upload/privacy/informative-2-livello/Informativa\\_2\\_livello\\_Didattica - 7 luglio 2020 - English.pdf](https://www.polimi.it/fileadmin/user_upload/privacy/informative-2-livello/Informativa_2_livello_Didattica_-_7_luglio_2020_-_English.pdf)

### ▪ **VISITING PROFESSOR OR RESEARCHER**

For the purposes of applying the relevant European and national legislation (Reg. EU 679/2016, henceforth Regulation), we inform you that your personal data shall be used for the following purposes:



<b>Intended purpose of the personal data processing</b>	<b>Legal basis of the processing</b>	<b>Categories of personal data subject to processing</b>	<b>Retention period of personal data</b>
<b>Purpose 1</b> Managing the selection procedures for the role of Visiting Professor/Scientist at the Politecnico di Milano.	Public interest (Article 6, paragraph 1 e) of the Regulation).	<ul style="list-style-type: none"><li>• Personal details</li><li>• Contact details</li><li>• Academic information</li><li>• Tax information</li></ul>	The collected data will be kept for a period of 5 years.
<b>Purpose 2</b> Managing the contractual relationship between Visiting Professor or Researcher and the Politecnico di Milano.	Contract (Article 6, paragraph 1 b) of the Regulation).	<ul style="list-style-type: none"><li>• Personal details</li><li>• Contact details</li><li>• Academic information</li><li>• Tax information</li></ul>	The collected data will be kept for the duration of the contractual relationship and subsequently for a duration of 10 years.
<b>Purpose 3</b> Publication of the CV on the university website in compliance with the regulations on transparency.	Legal obligation (Article 6, paragraph 1 c) of the Regulation).	<ul style="list-style-type: none"><li>• Personal details</li><li>• Contact details</li><li>• Academic information</li><li>• Tax information</li></ul>	The data collected will be kept for as long as required by the relevant legislation in force.
<b>Purpose 4</b> Archival, historical and research conservation.	Public interest (Article 6, paragraph 1e) of the Regulation).	<ul style="list-style-type: none"><li>• Personal details</li><li>• Contact details</li><li>• Academic information</li></ul>	Unlimited.

### **Possible special categories of data**

In the event that the processing also involves the processing of special personal data relating to status, the legal basis of the processing can be found in Art. 9, paragraph 2 g) of the Regulation and in Art. 2 sexies, paragraph 2 bb) of Leg. Decree 196/2003 for education and training in schools, professional settings or universities.

The Politecnico di Milano adopts appropriate and specific measures in order to protect the data subjects.

### **Nature of the data**

The provision of the data requested for the purposes described above is mandatory.

Without this required data, we cannot proceed with the selection of Visiting Professor/Researcher and cannot guarantee that students will be able to study at the Politecnico di Milano.



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### **Processing methods**

The requested data is collected through the registration form, with which you send the documentation relating to your personal data, following organization and processing logic strictly related to the purposes expressed and in any case in such a way as to guarantee the security, integrity and confidentiality of the data.

The processing carried out for the purposes described above can be carried out both on paper and digitally, manually and/or using electronic or, in any case, automated tools, including in-house databases.

Access to the data acquired is granted to personnel duly authorised as data processors.

### **Categories of recipients**

Personal data may be disclosed in the cases and for the purposes envisaged to external entities, or to other public administrations, if these, even in anonymous or aggregate form, are obliged to process these data for any proceedings of own institutional competence, as well as to all public entities to which, under the relevant conditions, disclosure is legally required under the provisions of the European system, laws or regulations, as well as insurance bodies for any applications.

### **Transfer to non-EU countries**

Personal data shall in no way be transferred to non-EU countries.

### **Rights of data subjects**

As a data subject, you can ask the Data Controller for the following at any time:

- confirmation of any personal data held concerning you;
- access to your personal data and related information; the correction of inaccurate data or the completion of incomplete data; the cancellation of personal data concerning you (where any of the conditions indicated in Art. 17, paragraph 1 of the Regulation applies and in compliance with the exceptions provided for in paragraph 3 of the same article); the restriction of the processing of your personal data (where one of the conditions indicated in Art. 18, paragraph 1 of the Regulation applies), the transformation into anonymous form or the blocking of data processed in violation of the law, including those that do not need to be kept for the purposes for which the data were collected or subsequently processed;

As a data subject, you also have the right to object in whole or in part:

- for legitimate reasons, to the processing of personal data concerning you, even if pertinent to the purpose of the collection;
- to the processing of personal data concerning you for the purpose of sending advertisements on courses and cultural events at the Politecnico di Milano.

These rights can be exercised by contacting [privacy@polimi.it](mailto:privacy@polimi.it).

If you believe that your rights have been violated by the data controller and/or a third party, you have the right to lodge a complaint with the Personal Data Protection Authority and/or other competent supervisory authority pursuant to the Regulation.

Traduttore: Elizabeth Walling

Revisore: Veronica Lombardi