

## Information Notice on the Processing of Personal Data for Scientific Research Purposes (Art. 13 EU Regulation 2016/679)

### Title of the Research Project (hereinafter “Project”):

Insert title here (TO BE DELETED AFTER TYPING)

#### Dear Participant,

We wish to inform you that the current legislation on data protection, particularly with regard to research activities (EU Regulation 2016/679 on the protection of personal data – GDPR; Legislative Decree no. 196/2003 “Personal Data Protection Code”, as amended by Legislative Decree no. 101/2018; “Ethical Rules for the Processing of Personal Data for Statistical or Scientific Research Purposes” – Decision of the Italian Data Protection Authority no. 515 of 19 December 2018, as well as other relevant provisions of the Authority), establishes the right of every individual to the protection of their personal data.

In compliance with these regulations, the processing of your personal data within the framework of this research project will be:

- a) **processed lawfully, fairly and in a transparent manner** in relation to the data subject (“lawfulness, fairness and transparency”);
  - b) **collected for specified, explicit and legitimate purposes** and not further processed in a manner incompatible with those purposes; further processing for archiving in the public interest, scientific or historical research, or statistical purposes shall, in accordance with Article 89(1), not be considered incompatible with the initial purposes (“purpose limitation”);
  - c) **adequate, relevant and limited to what is necessary** in relation to the purposes for which they are processed (“data minimisation”);
  - d) **accurate and, where necessary, kept up to date**; every reasonable step shall be taken to ensure that inaccurate personal data are erased or rectified without delay (“accuracy”);
  - e) **kept in a form which allows identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed**; personal data may be stored for longer periods insofar as they are processed solely for archiving in the public interest, scientific or historical research, or statistical purposes, in accordance with Article 89(1), subject to implementation of appropriate technical and organisational measures required to safeguard the rights and freedoms of the data subject (“storage limitation”);
  - f) **processed in a manner that ensures appropriate security**, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures (“integrity and confidentiality”).
- (Article 5 of EU Regulation 2016/679)

As a **Data Subject**, you are hereby provided with the following information regarding the processing of your personal data.

## 1) INFORMATION ON THE PROCESSING AND PROTECTION OF PERSONAL DATA COLLECTED FROM THE DATA SUBJECT (Art. 13 §1 GDPR)

### a) Data Controller and Data Protection Officer (DPO)

The Data Controller is Università Iuav di Venezia, Santa Croce 191, 30135 Venice, Italy.

e-mail: [ufficio.protocollo@pec.iuav.it](mailto:ufficio.protocollo@pec.iuav.it)

The University's Data Protection Officer (DPO) can be contacted at: [dpo@iuav.it](mailto:dpo@iuav.it) or certified e-mail [dpo@pec.iuav.it](mailto:dpo@pec.iuav.it).

### b) Purpose of Processing

The processing of your personal data is carried out for the Project's scientific purposes:

|                                               |  |
|-----------------------------------------------|--|
| <b>P.I. of this research project</b>          |  |
| <b>Title of the research project</b>          |  |
| <b>ERC sector(s)</b>                          |  |
| <b>Department/Research center/Institution</b> |  |

The Project has been designed in accordance with the methodological standards of the relevant academic field and will be stored at Università Iuav di Venezia for five years following the scheduled completion of the research.

| <b>Legal basis</b>                                                                                                                                                                                                                                           | <b>Purpose of Processing</b>                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The processing of your personal data is carried out by the Controller (<i>Università Iuav di Venezia</i>) in the performance of its tasks carried out in the public interest (for scientific research purposes), pursuant to <b>Art. 6(1)(e) GDPR</b></p> | <p>Describe the purpose for which data will be collected (e.g. to identify and analyse the participant sample, etc.)</p> <p>(DELETE THE OPTION THAT IS NOT APPLICABLE)</p> <p>- Purpose 1:</p> <p>- Purpose 2:</p> <p>- Purpose 3:</p> |

### c) Categories of Personal Data

Within the implementation of the Project, the following personal data will be processed:

|                                                                                    |                                                                                                                                                                |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Type of data</b>                                                                | Insert one item per line, e.g.: name, surname, address, tax code, email, political opinions, health data, IP address, etc.<br>(DELETE THIS PART AFTER READING) |
| Pursuant to <b>Articles 1 and 9 GDPR</b><br>(data falling into special categories) | -<br>-<br>-<br>-<br>-                                                                                                                                          |

### d) Methods of Processing and Security Measures

Your data will be processed using the following tools and with the following security measures:

|                                 |                                                                                             |
|---------------------------------|---------------------------------------------------------------------------------------------|
| <b>Research tools</b>           | Say whether they are paper-printed, electronic, or both<br>(DELETE THIS PART AFTER READING) |
| <b>Data protection measures</b> | E.g., pseudonymized, anonymized, uniquely coded, etc.<br>(DELETE THIS PART AFTER READING)   |

Your personal data will be processed exclusively by individuals authorised within the Project.

*(If applicable)* please specify and describe any automated decision-making process:

|                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Automated Decision-Making Process</b>                                                              | For example, "profiling" refers to any form of automated processing of personal data consisting of the use of such data to evaluate certain personal aspects relating to a natural person, in particular to analyse or predict aspects concerning that person's professional performance, economic situation, health, personal preferences, interests, reliability, behaviour, location or movements.<br>(DELETE THIS PART AFTER READING) |
| Pursuant to <b>Art. 4(4) GDPR</b> ,<br>explicit consent must be obtained<br>under <b>Art. 22 GDPR</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## 2) ADDITIONAL INFORMATION (Art. 13 §2 GDPR)

### a) Data Retention

The duration of the storage of your personal data complies with the principle of necessity. Your data will be retained for the entire period required to achieve the purposes described above and will, in any case, be deleted and destroyed five years after the scheduled completion of the research.

|                                                              |                                                                                                                                                                           |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Method of Data Retention<br/>after Project Completion</b> | <ul style="list-style-type: none"> <li>- Retention of anonymised data only</li> <li>- Other (please specify)</li> </ul> <p>(DELETE THE OPTION THAT IS NOT APPLICABLE)</p> |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### b) Nature of Data Provision

Providing your personal data for the above-mentioned research purposes is essential for participation in the Project. Failure to provide such data will result in the impossibility to participate in the project.

### c) Data Recipients and Possible International Transfers

(If applicable) Your personal data may be disclosed to the following entities, under the conditions and for the purposes described:

|                                                       |                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Other subjects to whom data<br/>is transmitted</b> | <p>E.g., other universities, institutions, research centres, researchers, companies, commercial partners, consortiums, chambers of commerce, professional studios, etc.</p> <p>(DELETE THIS PART AFTER READING)</p>                                                                                                            |
| <b>Research purposes</b>                              | <p>E.g., project execution; other, clearly defined scientific and/or statistic purposes; product development, etc. In such cases, it will be necessary to prepare a specific Data Transfer Agreement describing the technical and organizational measures adopted for the transfer</p> <p>(DELETE THIS PART AFTER READING)</p> |
| <b>Modalities</b>                                     | <p>E.g., pseudonymized, anonymized, etc.</p> <p>(DELETE THIS PART AFTER READING)</p>                                                                                                                                                                                                                                           |

(If applicable) Your personal data may be transferred to a third country or international organisation [Transfers to third countries or international organisations are subject to an adequacy decision by the European Commission, the existence of appropriate safeguards, or your explicit consent to the transfer]:

|                                                      |  |
|------------------------------------------------------|--|
| <b>Third country/<br/>International organisation</b> |  |
|------------------------------------------------------|--|

**d) Dissemination of Research Results**

The dissemination of statistical and/or scientific results (e.g., through publication of scientific articles and/or the creation of databases, including open-access repositories, conference presentations, etc.) may take place:

|                                                            |                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Modalities of dissemination<br/>of research results</b> | <p>Either anonymized and/or aggregated, in such a way that all personal identifiers are removed<br/>OR<br/>Their personal data (e.g., name and surname) will be published for research purposes (specify the reason(s) why personal data need to be published)<br/>(DELETE THE OPTION THAT IS NOT APPLICABLE)</p> |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**e) Data Subject Rights**

In your capacity as the data subject, you are entitled to request the researcher to give effect to the rights provided for under Articles 15 et seq. of the GDPR as long as the data remain under their exclusive control and availability. In particular, you may request:

- access to your personal data;
- rectification of inaccurate data or completion of incomplete data;
- erasure (where legally applicable) of personal data concerning yourself;
- restriction of processing and the right to object to processing.

To exercise your rights or to obtain further information regarding the Project, you may contact the Project's Principal Investigator at the following address:

|                        |  |
|------------------------|--|
| <b>P.I.'s contacts</b> |  |
|------------------------|--|

You also have the right to lodge a complaint with the **Italian Data Protection Authority (Garante per la protezione dei dati personali)** pursuant to Art. 77 GDPR.

Acknowledgement and Consent

Date

Signature of Participant (Name and Surname)