

## Information Notice pursuant to Articles 13 and 14, European Regulation 2016/679

Pursuant to Articles 13 and 14 of European Regulation 2016/679 (hereinafter, the GDPR), and concerning the personal data provided to Fondazione Francesco Morelli, following registration to the Call launched by the Foundation for the international mobility project, please be informed of the following:

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### Data Controller and Data Protection Officer

The data controller is the Francesco Morelli Foundation (hereinafter referred to as the "Foundation" or "Data Controller"), based in Milan, Via Amatore Sciesa, 20135 Milan. The owner can be contacted at the e-mail address [info@ffmorelli.it](mailto:info@ffmorelli.it)

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### Categories of processed data

The Foundation may process your personal data, as appropriate:

1. personal details (name, surname, date of birth, address);
2. contact details (telephone number, e-mail);
3. Personal data concerning Qualifications and Certifications.

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### Purpose of data processing

The purpose of processing is the correct and complete fulfilment of the tender procedure, to check all documents submitted and manage any related communications.

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### Legal basis of the processing:

Your data shall be processed legally, as set out in Article 6 (1) (b) of the GDPR, whenever necessary to perform an agreement of which you are part of, as Data Subject, or to fulfil any preliminary measures of the agreement, adopted upon your request.

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### Consequences of non-disclosure of personal data

Concerning the personal data requested to fulfil the Call, or to manage communications pertaining to it, failure to provide your personal data shall prevent your participation in the same.

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### Data processing methods

Processing is carried out by means of the operations or set of operations indicated, such as collection, recording, organisation, retention, consultation, processing, modification, selection, extraction, comparison, use, blocking, communication, erasure and destruction of data, in compliance with the provisions of the law (Reg. EU no. 2016/679),

The data will be processed in written form and/or on magnetic, electronic or computerized media for the sole purpose of pursuing the purposes set out above.

Your data is processed by adequately trained staff and employees appointed as data processors.

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### Data storage

Your personal data, processed for the above-mentioned purposes, will be retained for the duration of the competition and for 3 years thereafter.

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### Data disclosure

Your personal data may be disclosed and use within the Foundation by authorized personnel. They shall not be disclosed to third parties, unless you win the tender award, a condition that will entail the transmission of your data to:

1. consultants and accountants or other lawyers providing functional services for the above purposes;
2. banking and insurance institutions that provide functional services for the above purposes;
3. parties that process data in execution of specific legal obligations;
4. judicial or administrative authorities, for the fulfilment of legal obligations;
5. systems engineer and IT manager for computer system maintenance and backup management.

The Foundation uses a number of service providers, who are appointed as external data processors. The list of these entities is constantly updated and is available at the

Foundation's headquarters. For information on this matter, please send an e-mail to [info@ffmorelli.it](mailto:info@ffmorelli.it)

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### Data Profiling and Dissemination

Your personal data are **not** subject to any fully automated decision-making process, including profiling, and are not subject to dissemination, unless the latter activity is necessary to comply with legal or regulatory obligations.

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### Data transfer abroad

Personal data may be transferred toward Member States or Non-Member States, only for the purposes and the scope set out above.

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### Rights of the interested party

Pursuant to Articles 15 to 22 of the European Regulation 2016/679, you may exercise the rights set out in these articles at any time, in particular the right to *access your data*, to *rectification*, *erasure*, *restriction*, *data portability*, *objection* and to be informed about processing carried out by means of automated decision-making processes concerning natural persons, including profiling. To exercise these rights, you may contact the Foundation directly by e-mail at [info@ffmorelli.it](mailto:info@ffmorelli.it) file a complaint with a supervisory authority (Autorità Garante per la protezione dei dati personali - contact section - [www.garanteprivacy.it](http://www.garanteprivacy.it)).