

PRIVACY POLICY ON THE REGISTRATION FORM FOR THE UNIVERSITY LIBRARIES' ANNUAL CARD
in accordance with article 13 of EU Regulation 2016/679

Ca' Foscari University of Venice ("University"), as part of its institutional aims and in fulfilment of the obligations set forth in art. 13 of EU Regulation 2016/679 ("Regulation"), provides you with information on the processing of personal data collected to allow you to become a member of the University Library System and to provide you with the libraries' annual card.

1) DATA CONTROLLER

The Data Controller is Ca' Foscari University of Venice, with its registered office in Dorsoduro n. 3246, 30123 Venice (VE), legally represented by the Rector.

2) DATA PROTECTION OFFICER

The University has appointed the "Data Protection Officer", who can be contacted by writing to the e-mail address dpo@unive.it or to the following address: Ca' Foscari University, Venice, Data Protection Officer, Dorsoduro n. 3246, 30123 Venice (VE).

3) PERSONAL DATA CATEGORIES, PURPOSES AND LEGAL BASIS OF DATA PROCESSING

The University will collect your name, surname, contact details, fiscal code as well as number and expiry date of your ID card to allow you to become a member of the University Library System and to provide you with the libraries' annual card. The annual card will allow you to access the libraries' services in accordance with the Charter of SBA services (https://www.unive.it/pag/fileadmin/user_upload/SBA/documenti/SBA/SBA-Carta_dei_servizi.pdf).

The University is part of the 'Polo SBN-VEA' that is a consortium of libraries located in Venice. Your personal data will be uploaded to SEBINA NEXT, the online platform used by Polo SBN-VEA to jointly manage its users.

The legal basis of the aforementioned data processing is represented by article 6.1.e) of the Regulation ("performance of a task carried out in the public interest"). You can object to the processing of your personal data at any time by writing to the DPO at the above-mentioned contact details. The University will stop the processing of your personal data unless there are compelling legitimate grounds to carry on with the processing.

4) MEANS OF DATA PROCESSING

The processing of personal data will be carried out by employees and collaborators of the University, on the basis of specific instructions on the purposes and the means of data processing, provided in accordance with article 29 of the Regulation and art.2-quaterdecies of D. Lgs. 196/2003.

5) DATA RETENTION

Personal data will be retained for 12 months.

6) RECIPIENTS AND CATEGORIES OF RECIPIENTS OF PERSONAL DATA

For the purposes mentioned above, in addition to specifically authorized employees and collaborators of the University, personal data may also be processed by subjects who offer the University services strictly connected to the University's institutional activities (data processors). The updated list of the University's data processors can be found at: <https://www.unive.it/pag/36643/>.

As stated above, your personal data is uploaded on the online platform SEBINA NEXT, managed by DM Cultura Srl and coordinated by Biblioteca Marciana.

7) COLLECTION OF PERSONAL DATA

The collection of the above-mentioned personal data is necessary to allow you to obtain the University libraries' annual card. Failure to provide the above-mentioned personal data will prevent you from becoming

a member of the University Library System.

8) DATA SUBJECTS RIGHTS AND HOW TO EXERCISE THEM

As a data subject, you have the right to obtain from the University, in the cases provided for by the Regulation, access to personal data, rectification, integration, their cancellation or processing limitation or to object to the data processing itself (articles 15 and following of the Regulation). The request can be submitted, without any particular formal procedures, by contacting the Data Protection Officer directly at dpo@unive.it or by sending a communication to the following address: Ca' Foscari University of Venice - Data Protection Officer, Dorsoduro 3246, 30123 Venice. Alternatively, you can contact the University, by writing a PEC (certified email) to protocollo@pec.unive.it.

Data subjects, who believe that the processing of their personal data is in violation of the provisions of the Regulation, have the right to file a complaint to the Data Protection Authority, as provided for by art. 77 of the Regulation itself, or to take appropriate legal action (Article 79 of the Regulation).

Last updated: 20.07.2020