

Privacy clause

In accordance with Reg.(UE) 2016/679 (GDPR) and Italian law 196/03 pertaining to the treatment of personal data, the Associazione Amici dell'Università di Scienze Gastronomiche (Association of Friends of the University of Gastronomic Sciences) and the University of Gastronomic Sciences, both having headquarters at 9 Piazza Vittorio Emanuele, Pollenzo (12042 Bra, Cuneo, Italy), in their role as independent data treatment managers, are obligated to provide some information concerning the use of said data.

The person in charge of data processing is the Administrative Director.

Source of personal details

Students' and prospective students' personal data acquired by the university, i.e. private or sensitive information concerning their physical condition and personal habits, information about citizenship and country of origin, photographs and filmed documents acquired through the application and enrollment procedures, during events, classes, courses, seminars and/or through any subsequent academic procedures such as results of examinations and tests, paperwork for fee-exemption applications is collected directly from the student or prospective student and is freely provided by him or her.

Use of data

Personal data is handled within the context of regular academic, organizational, operative, administrative, and selection activities of the university on the basis of legal conditions identified in articles 6 to 9 del GDPR, including:

- uses strictly related to the fulfillment and implementation of academic services and educational aids, and particularly to student-selection procedures for enrollment purposes, formalities pertaining to the academic activities of the university, to enable students to use the services provided by the university, including job-placement and/or post-graduation programs, for courses with legal value and amateur, professional or business courses with no legal value
- uses strictly related to student-university relations, such as the acquisition of application and pre-application information, implementation of contracts with businesses or organizations providing student services, job inquiries, interviews concerning experiences at said University and current working conditions, etc.
- uses related to law-enforcement activities or for fulfillment of obligations from law-enforcement authorities
- purposes related to the carrying out of the University's institutional functions, such as the need to transmit the information to other public bodies (for example, the Ministry of Education, Universities and Research, the Regional Agency for University Studies, the Regional University Observatory, the Ministry of Finance) that manage the granting of research funds and/or fellowships for study and research purposes, projects for the development of the university and services in support of students' rights
- purposes related to regular University activities (ex: drawing up of teaching/learning materials and their distribution, brochures and fliers, publications, audio/photo/video recordings made during the training and study courses, etc.) for which the interested party is in some cases asked to give (or deny) his/her specific consent (ex: the promotion and sale of products and services, customer satisfaction surveys, etc.);
- purposes related to the activities of the Association, for which the interested party is asked to give (or deny) his/her specific consent (ex: communication to interested third parties, promotion and participation in initiatives linked to the world of food and nutrition, etc.)
- UNISG promotional activities including publication of books, CVs, images, CDs, websites, etc., to which the interested party has the option of giving or withholding consent;
- purposes connected with the realization of photographs and videos in the buildings and

exteriors on the University campus or other University premises, used by the University and/or the Association solely for promotional and/or informative-journalistic purposes;

- statistical data processing of aggregate and individual anonymous data.

Confidentiality of personal data

Personal data may only be processed for institutional purposes that could not be carried out otherwise, and only to comply with or require compliance with specific requisites, or to carry out specific obligations required by law as part of the institution's functions. Said data is processed using modalities designed to prevent the violation of the interested parties' rights, fundamental freedoms and personal dignity.

Data handling methods

Data handling includes collecting, recording, organization, filing, processing, updating, cancellation, and destruction, or the combination of two or more of these actions.

Based upon the above-listed actions, and according to the required procedure, handling of personal data will be done manually or using IT tools, always ensuring that safety and privacy are safeguarded. Personal details will be correctly and lawfully handled; must be collected and filed for specific, clear, legal purposes; must be accurate, up to date, thorough, pertinent and not exceeding the purpose of the data handling procedure, with adequate measures of security and protection.

Transfer data to a recipient in a third country or to an international organization outside of the European Union (EU) or the European Economic Area (EEA) (see)

By default, personal data will not be transferred to a recipient in a third country or to an international organization outside the European Union (EU) or the European Economic Area (EEA), except in specific cases such as travel training. In these cases where personal data will be transferred to a recipient in a third country or to an international organization outside the European Union (EU) or the European Economic Area (EEA), the Data Controller will make sure to ensure that, in the absence of a decision of adequacy of the European Commission, there are adequate guarantees for the fundamental rights and freedoms of the interested parties. However, to transfer any strictly necessary personal data, explicit consent is required according to the directions of the Travel Regulations and without prejudice to the possibility of restricting the transfer for well-grounded reasons.

Duration

Personal data will be filed and handled in such a way that the individual to whom the data pertains is identified for a period of time not exceeding that needed to complete the purpose for which the data were collected or subsequently handled in the first place and to the legal prescription for the exercise of rights or defense in judicial court.

Compulsory provision of data and consequences of non-compliance

If the person to whom the data pertains does not communicate his or her personal data and does not allow the handling thereof, except in the cases where this is optional, it will be impossible to complete any university-enrollment procedure. In this event, the candidate's application will be void.

Personal data circulation (limited to information strictly necessary to achieve specific purposes)

Personal data may be circulated to:

- external institutions governing and monitoring university activities
- university staff and consultants working for the person in charge of data handling procedures

- external individuals involved in undergraduate/postgraduate internship projects and other universities in the case of student transfers or enrollment in courses in Italy or abroad
- external individuals, acting on behalf of UNISG, in charge of specific undertakings in the above-mentioned areas. The list of external individuals to whom personal data is transferred is available at the Registrar's Office
- banks in charge of returns and payments
- to the founders of the University, among which Slow Food;
- agencies and/or companies that support the University;
- agencies and/or companies that collaborate in the teaching and research activities carried out at the University;
- external individuals authorized by the student to carry out specific purposes
- external or internal individuals in all cases authorized by Italian law.

Some identification information not considered confidential and videos and photographs may be posted on the University's web portal, or other communication supports, unless permission is specifically denied.

Rights of the concerned parties

At any time the interested party may: exercise his / her rights (access, rectification, cancellation, limitation, portability, opposition, absence of automated decision-making processes) when intimated towards the data controller, pursuant to article 15 to 22 of the GDPR; to propose a claim to the Guarantor (www.garanteprivacy.it). And if the treatment is based on consent, he or she can revoke the consent given, taking into account that the withdrawal of such consent does not affect the lawfulness and legitimacy of the treatment based on consent before revocation.

We hereby underscore that, due to the special nature of the relationship and the public nature of the University, students may not request that their data be cancelled, but may at any time request that their personal data be updated.

With reference to photographs and videos, every precaution shall be taken to protect the right of the interested party to not appear, establishing, where possible, suitable areas that will not be photographed or filmed.

Data protection officer

The requests must be addressed to the Data Protection Officer, responsible for data protection, to the address privacy@unisg.it to the attention of the Engineer. Massimiliano Bonsignori.

Authorization for the handling of data

In its role as a public non-profit body, the University is not required to request consent in order to carry out all the processing strictly necessary to the fulfillment of its institutional role, in compliance with the applicable public norms and regulations (laws, decrees, etc.).

Therefore, regarding the information indicated above and data circulation for other than strictly institutional purposes, and to the Association of Friends of the University of Gastronomic Sciences, the promoter of the University, and to Slow Food, founding member of the Association itself, and the various groups it is connected to, I hereby give my express consent, including the transfer and circulation in Italy and abroad of my personal data for the purposes and according to the modalities specified above, also with respect to the eventual treatment of sensitive information, which is covered by the confidentiality clause.

For all other types of processing, of an optional nature, consent shall be requested each time.

YES, I consent to the use of my personal and sensitive information for purposes authorized by law

NO, I do not consent to the use of my personal and sensitive information for the purposes specified in the information sheet on applicable laws

Date _____ Candidate's signature (legible) _____