

PROT. N. 3900

CHIETI, 14 / 6 / 2018

CLASSE 6

THE CANDIDATES

INFORMATION ON PROCESSING OF PERSONAL DATA WITHIN THE SCOPE OF THE
COMPARATIVE PROCEDURES FOR THE SELECTION OF STAFF FOR RECRUITMENT AND
FOR THE ACTIVATION OF PARA-EMPLOYMENT CONTRACTS

Università degli Studi G. d'Annunzio di Chieti-Pescara is updating the information to be supplied to those concerned, in compliance with the provisions of European Regulation 2016/679 on the protection of individuals with regard to the processing of personal data (referred to hereinafter as "the Regulation"), therefore, this information on the processing of your personal data, which represents an obligation envisaged by current legislation, may subsequently be amended and/or supplemented (in which case you will be promptly informed).

To simplify the reading and understanding of its content, the information is divided into specific paragraphs as follows: 1. Purpose of the process; 2. Legal basis of the process; 3. Processing methods; 4. Provision of data; 5. Disclosure of personal data and any transferral abroad; 6. Data subjects; 7. Data storage times; 8. Rights of the data subject and methods of exercise; 9. Data Protection Officer

1. Purpose of the process

In compliance with the provisions of current legislation, we wish to inform you that Università G. d'Annunzio (referred to hereinafter simply as the "University") processes the personal data you provide to allow you to access the lists envisaged by the university notices, or for participation in recruitment procedures aimed gaining employment or other similar forms of contract.

For your enhanced awareness, the main definitions of the legislation in force are indicated below. "Personal data" means "any information relating to an identified or identifiable natural person ("data subject"); an identifiable person is one who can be identified, directly or indirectly, with particular reference to identification such as a name, an identification number, location data, an online identification or to one or more characterising elements of their physical, physiological, genetic, mental, economic, cultural or social identity"; while "processing" means "any operation or set of operations, performed with or without the aid of automated processes and applied to personal data or

sets of personal data, such as collection, recording, organisation, structuring, storage, adaptation or amendment, extraction, consultation, use, communication by transmission, dissemination or any other form of disclosure, comparison, interconnection, limitation, cancellation or destruction”.

The University proceeds with the processing of your personal data and in particular personal details, tax information and data relating to criminal convictions and offences exclusively for the performance of activities relating to selection, comparison and evaluation procedures for the hiring of personnel, or for the activation of similar forms of contract.

The University may also process your personal data for statistical purposes.

The processing of your personal data is carried out in compliance with current legislation and the rights, fundamental freedoms and dignity of the data subject, with particular reference to confidentiality, personal identity and the right to protection of personal data, as well as the principles of lawfulness, correctness, relevance, applicability and purpose.

2. Legal basis of the process

For the purposes of the preceding paragraph 1, the personal data you provide are processed under the conditions pursuant to art. 6, par. I, lett. b) and lett. c) of Regulation (EU) 2016/679, as the process is necessary for the completion of the procedures indicated, as well as for the fulfilment of specific legal obligations on the part of the University.

3. Processing method

The processing of your personal data is carried out, by means of the operations or series of operations indicated by the aforementioned definition of "process", with or without the aid of electronic instruments.

4. Provision of data

The provision of personal data is considered compulsory as it is necessary for the completion of insolvency procedures. If you refuse to provide such personal data, it will be impossible for the University to carry out the activities necessary to fulfil the above procedures.

5. Disclosure of personal data and any transferral abroad

Your personal data will be processed by the structures and employees of the University exclusively for the purposes instrumental to the procedures.

Your personal data will also be processed by the examining committees, the Ministry of Education, University and Research - within the scope of the communications

obligatorily envisaged for the winning teacher/researcher and fellow in order to update the ministerial databases - by the certifying Administrations when checking the substitute declarations presented for the purposes of Presidential Decree 445/2000.

If necessary to the above purposes, in order to use services upon individual request, your personal data may be communicated to public or private companies, including:

- Employment centre or body territorially competent for recruitment under Law 68/1999;
- Provincial Administrations and Regional Employment Centre in relation to the prospectus on employment, dismissals and amendments to the employment relationship, drawn up pursuant to Law 68/1999;
- Judicial authority (Criminal Code and Code for Criminal Procedure);
- private companies that manage the platform for presentation of the application.

The University also engages the support of external suppliers for the provision of specific services instrumental to the management of procedures, who may become aware of personal data, for the sole purpose of the service requested. The list of suppliers is available on the University website (www.unich.it).

The University does not communicate your personal data to subjects (public and private) located in countries outside the European Union.

The University will publish your data, in compliance with the limits envisaged by current legislation, for communications relating to the procedure, or for the fulfilment of the regulatory provisions on transparency and information, within the scope of the public recruitment procedures.

6. Data subject

The controller of the process is Università G. d'Annunzio, via Vestini 31, 66100 Chieti, legally represented by the Magnifico Rettore, tel. 0871 - 3556010, e-mail rettore@unich.it; pec.: aterteo@yec.unich.it.

7. Data storage times

Your personal data, with particular reference to your personal and career details, will be kept for 10 (ten) years. It may be kept for longer period if necessary for the possible uses of the rankings, or for an unlimited time if the procedure is subject to dispute. The conservation of the remaining data is based on the conservation times of the administrative documents that contain them (reference to the massive conservation of documents relating to the files of university staff, as well as the current University regulations on document flows issued by D.R. 397 dated 28/06/2013).

8. Rights of the data subject and methods of exercise

According to current legislation, you, as the data subject, have the right:

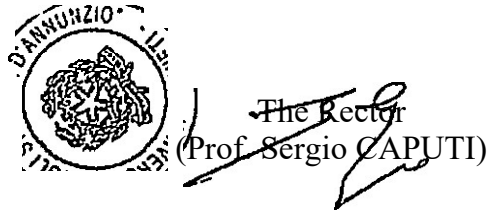
- to obtain from the controller confirmation regarding whether or not personal data relating to you are being processed;
- to access your personal data and particularly the following information: the purposes of the process; the categories of personal data undergoing processing; the addressees or categories of addressees to whom the personal data have been or will be disclosed, especially addressees in third countries or international organisations; where possible, the period of retention of personal data envisaged or, if this is not possible, the criteria used to determine said period; the possible existence of an automated decision-making process, including profiling, and in such case, significant information on the logic used, as well as the importance and the envisaged consequences of such processing for the data subject;
- to correct inaccurate personal data and integrate incomplete personal data;
- by meeting the conditions laid down by current legislation, to cancel data or limit processing that concerns you;
- to transfer your personal data;
- to object to the processing;
- to lodge a complaint, if the circumstances apply, with the Guarantor for the protection of personal data, as Supervisory Authority operating in our system.

In order to exercise the rights referred to above, you may send written communication to the data controller: Università G. d'Annunzio, Via Vestini 31, 66100 Chieti, at the following address: ateneo@pec.unich.it. However, in order to better protect your rights, please attach a copy of a valid identity document to your request.

9. Data Protection Officer

The Data Protection Officer is Prof. Gianluca Bellomo. To contact the Data Protection Officer, send an e-mail to the following address: dpo@unich.it; doo@pec.unich.it; tel.:

085 — 4537842.



 The Rector
 (Prof. Sergio CAPUTI)

To all Candidates

INFORMATION ON PROCESSING OF PERSONAL DATA WITHIN THE SCOPE OF THE COMPARATIVE PROCEDURES FOR THE SELECTION OF STAFF FOR RECRUITMENT AND FOR THE ACTIVATION OF PARA-EMPLOYMENT CONTRACTS – ADDITIONAL PROVISIONS FOR ONLINE COMPETITION / SELECTION PROCEDURES

To supplement the *Information on processing of personal data within the scope of the comparative procedures for the selection of staff for recruitment and for the activation of para-employment contracts* (which can be viewed at the following link: https://www.unich.it/sites/default/files/informativa_procedure_concorsuali_area_del_personale_-_integrazione.pdf)

users are informed

that also as a result of the Covid-19 epidemic emergency, in addition to the categories of personal data of candidates as set forth in the «Main Information Notice», in its capacity as Data Controller, Università "G. d'Annunzio" shall also **process the following personal data** of data subjects connected with the execution of competition procedures online, as permitted by art. 10 of Law Decree no. 44 of 1/4/2021, converted into Law no. 76 of 28/5/2021 and by other sectorial provisions, as well as by the University Regulation for the execution of board meetings online (*Regolamento di Ateneo per lo svolgimento delle sedute collegiali in modalità telematica*) (issued with Rectoral Decree no. 437/11.3.2020 and amended with Rectoral Decree no. 456/18.3.2020):

- Data whose transmission is implicit in the use of communication protocols of the Internet (e.g. IP addresses or domain names of users' computers or terminals) and other parameters pertaining to the users' operating system and IT environment.
- Images (video-recordings) and voice (audio), with the video-recording of the surroundings insofar as strictly necessary.

Legal basis for the processing of data

The legal basis for the processing lies within articles 6, para. 1, letter b) and c); article 9, para. 2, letter b), g) and i) of the GDPR, as well as article 2-*sexies* of Legislative Decree no. 196/2003. No specific consent is necessary for the processing of personal data, since the same is carried out to comply with a legal obligation which the Data Controller is subject to.

The provision of personal data is mandatory, in that it is necessary in order to participate in the tests of the competitions / selection procedures announced by the University where the same are carried out remotely online. Failure to provide such data by the data subject shall make it impossible for the same to participate in the selection procedure and the relevant tests.

Categories of recipients of data

For the purposes set forth above, the following categories of recipients may access the personal data:

- Duly authorised employees and collaborators of the University, who carry out processing activities, each for their own part, under the authority of the Controller;
- External entities, appointed by the Data Processor (pursuant to art. 28 of the GDPR), such as companies/other entities which handle IT services in the name and on behalf of the University (e.g. Microsoft, which provides the Microsoft Teams platform).

International transfers

All the data processed by the Data Controller through the Microsoft Teams platform, for the purpose of rendering its services, may be transferred, stored or processed outside the European Union. Microsoft guarantees the protection of personal data through its “privacy policy”.

The transfer of the data collected for the rendering of the online services outside the European Union, the European Economic Area and Switzerland is further governed by the Standard Contractual Clauses duly adopted pursuant to art. 46, para. 2, letter c) of the GDPR, with the aim of guaranteeing adequate safeguarding measures for the protection of personal data, as well as of the fundamental rights and freedoms of natural persons with respect to the transfer of personal data.

Profiling

The Data Controller does not use automated means aimed at profiling within the framework of the processing activities set forth herein (e.g. automated proctoring). Control activities are carried out in person exclusively by natural persons employed by the University, by the Committees or by those providing support services, duly instructed in this respect and in charge of using the dedicated platform.

Any video-recordings of the tests must be deemed as made exclusively for institutional purposes, to ensure the supervision of tests, as well as fairness and transparency in carrying out the same, without the need for any prior consent by the data subject. Recordings may be stored until the deadline for filing of appeals.

The above is without prejudice to the contents of the main Information Notice referenced above.

THE RECTOR
(Prof. Sergio Caputi)