



## **NOTIFICATION OF PERSONAL DATA PROCESSING**

### **pursuant to Art. 13 of EU Regulation 2016/679**

As part of its institutional activities and in compliance with the obligations provided for in Art. 13 of the EU Regulation 2016/679 (“Regulation”), the University of Modena and Reggio Emilia informs on the processing of personal data provided by applicants or otherwise contained in the applications submitted for the Erasmus+ for study a.y. 2020/2021.

#### **1) DATA CONTROLLER**

The Data Controller is the University of Modena and Reggio Emilia, with headquarters in via Università, 4 – 41121 Modena (MO), in the person of the Rector.

#### **2) DATA PROTECTION OFFICER**

The University has appointed the “Data Protection Officer”, who may be contacted by email at [dpo@unimore.it](mailto:dpo@unimore.it) or by post at the address: Università degli Studi di Modena e Reggio Emilia, Data Protection Officer, via Università n. 4, 41121 Modena (MO).

#### **3) PURPOSE OF THE PROCESSING**

The purpose of personal data processing is to verify compliance with the requirements set in the Erasmus+ call for applications for participating in the selection, as well as to identify the assignees of mobility grants. The processing of personal data is governed by the principles of correctness, legitimacy and transparency, and protection of the privacy and the rights of the subjects the data refers to, as well as by any additional principle set in Art. 5 of the Regulation.

#### **4) PROCESSING METHODS**

Personal data will be processed by authorised subjects (in compliance with Art. 29 of the Regulation) by using procedures and IT procedures, adopting technical organisational measures suitable to protect them against unauthorised or illicit access, destruction, loss of integrity and privacy, even accidental.

#### **5) DATA RETENTION PERIODS**

Data will be retained in compliance with the laws on administrative record keeping.

#### **6) RECIPIENTS AND CLASSES OF RECIPIENTS OF PERSONAL DATA**

For the purposes described above, in addition to university employees and collaborators who are specifically authorised, the following subjects will also be entitled to process personal data: in accordance with the call for applications, mobility grants will be paid subject to the ranking published and notified to applicants by the International Relations Office, which is in charge of the funds used to pay the mobility grants and deals with the stage following the selection of assignees. Personal data will be also notified to the foreign Universities hosting the participants to the selection for the assignment of mobility grants, and to the Erasmus National Agency for the fulfilment of the obligations provided.

## **7) DATA PROVISION**

Provision of personal data is necessary to participate in the selection for the assignment of Erasmus+ mobility grants. Applicants failing to provide their data to the University will not be able to participate in the selection, and will be excluded from the procedure for paying the mobility grants.

## **8) SUBJECTS' RIGHTS AND HOW TO EXERCISE THEM**

In their capacity of data subjects, applicants have the right request from the University access to, rectification or erasure of personal data or restriction of processing of personal data concerning the data subject or to object to such processing (Arts. 15 et seq. of the Regulation). The request may be submitted without any formality by contacting the Data Protection Officer directly at [dpo@unimore.it](mailto:dpo@unimore.it) or sending a notification to the following address: Università degli Studi di Modena e Reggio Emilia - Data Protection Officer, via Università, 4 - 41121 Modena. Alternatively, they may contact the Data Controller by sending an email to the certified email [dpo@pec.unimore.it](mailto:dpo@pec.unimore.it). Those subjects believing that their data are being processed in breach of what provided for in the Regulation, have also the right to lodge a complaint to the Guarantor Authority for the protection of personal data, pursuant to Art. 77 of such Regulation, or to apply to the competent judicial authorities (Art. 79 of the Regulation).