

Privacy information document pursuant to Article 13 of Decree 196/2003 and Article 13 of EU Regulation GDPR 2016/679

Pursuant to article 4, n.7), article 13 and article 24 of EU Regulation 2016/679 (including “**GDPR 2016/679**”) containing measures for the protection of persons and other entities in respect of personal data, the Fondazione Scuola dei beni e delle attività culturali, as Data controller of personal data, hereby informs you that the personal details you provide will be treated in compliance with the above provisions.

1. Data controller

The Data Controller is the Fondazione Scuola dei Beni e delle Attività culturali (“**Fondazione**”), based in Rome at Via del Collegio Romano 27.

2. Responsible for data protection

Pursuant to art. 37 of the Regulation, the Data Protection Officer (RPD or DPO - Data Protection Officer) is Systema Consulting Srl, which can be contacted at the following addresses: email: rpd@fondazione scuolapatrimonio.it, pec: rpd.scuolapatrimonio@pec.it; via del Collegio Romano n. 27 - 00186 Rome.

3. Purposes of data processing

Your personal data will be processed by the Fondazione for purposes related to the activities undertaken for the implementation of the point 24 of the G20 Culture Declaration, exploring the conditions for setting up a G20 network of Cultural Business Management Training Institutions:

- a. Commitments deriving from Survey exercise Country_Questionnaire, for the identification of Cultural Business Management Training institutions;
- b. Communications on G20 network of Cultural Business Management Training Institutions, sending of updates, questionnaires, information notes or documents related to network activities.

The data that will be processed for the purposes set out above may be: name, personal contact details such as residential address and telephone or email addresses, qualifications. We also collect and process data relating to other useful or indispensable data for carrying out the implementation of the point 24 of the G20 Culture Declaration, exploring the conditions for setting up a G20 network of Cultural Business Management Training Institutions.

4. Scope of communication and circulation

The collected data will not be distributed, but we may communicate some personal data externally to third parties to whom the communication is strictly necessary for the implementation of the point 24 of the G20 Culture Declaration, exploring the conditions for setting up a G20 network of Cultural Business Management Training Institutions.

The categories of subjects who may become aware of the personal data collected purposes described above as data processors or persons authorized to process are indicated here below, listed by categories:

- Personnel of the Data Controller, appointed and authorized to process;
- Data Processor (ENVIRONMENTAL SYSTEM RESEARCH INSTITUTE, INC. - Esri);
- Third parties involved by the Data Controller for the organization, execution and administrative management of the services requested for carrying out the setting up a G20 network of Cultural Business Management Training Institutions .

5. Data storage time

Your personal data will be kept in full compliance with the security measures provided for by the legislation on the protection of personal data and will be kept for the time connected to the performance of operational, administrative and institutional activities related to the purposes described above, as well as for archival purposes, for a maximum period of 5 (five years) from the collection of the data. Therefore, the data will be processed for the entire duration of the project and also subsequently for the fulfilment of all legal obligations.

Pursuant to art. 13, paragraph 1, letter (f) of the EU Regulation, we inform you that all data collected will not be transferred to a third country or to an international organization, neither within nor outside the European Union. We also inform you that automated decision-making processes will not be used in the processing of your personal data.

6. Exercise of the rights of the interested party

Pursuant to Articles 13, paragraph 2, letters (b) and (d), 15, 18, 19 and 21 of the EU Regulation, the interested party is informed that:

- a. he/she has the right to ask the Data Controller to access personal data, to correct them or, if they are no longer necessary for the purposes for which they were collected, to cancel them or to oppose their processing, in addition to right to data portability.
To exercise the aforementioned rights it will be sufficient to send an email to privacy@fondazione scuolapatrimonio.it;
- b. he/she has the right to lodge a complaint with the Guarantor for the protection of personal data, following the procedures and indications published on the official website of the Authority at www.garanteprivacy.it;
- c. any corrections or cancellations or limitations of processing carried out at the request of the interested party - unless this proves impossible or involves a disproportionate effort - will be communicated by the Fondazione to each of the recipients to whom the personal data have been transmitted. The Data Controller may communicate these recipients to the interested party if the interested party requests it;
- d. the exercise of rights is not subject to any formal constraints and is free.

7. Update of this information

This information is subject to updates by virtue of legislative changes and organizational changes within the Fondazione.