

The CNOS FAP Piedmont Region Association, in the person of its pro tempore legal representative, with registered office in Turin, via Maria Ausiliatrice n. 32, (hereinafter, "Data Controller"), in its capacity as data processor, informs you pursuant to art. 13 EU Regulation n. 2016/679 (hereinafter, "GDPR") that your data will be processed in the manner and for the purposes indicated below.

#### 1. Object of Treatment

The Owner treats the personal data (name, surname, e-mail, as well as any other common data necessary to carry out the activity of the Organization), particulars (country of origin, professional status) that you have communicated when subscribing to the services offered by the Owner.

#### 2. Purpose of processing

Your personal data are processed by non-profit organizations, with reference to subjects who have regular contacts or adherents, for the pursuit of specific and legitimate purposes identified by the memorandum or articles of association.

More specifically, the data you provide are used by the Owner to:

- to provide the access service to the e-learning platform developed within the Erasmus Plus project "STEP-UP Supporting Tutor's Educational and Professional Update";

- purpose of detecting the degree of satisfaction of the service provided to you;

- purpose of detecting the degree of satisfaction and participation in the Community of Practices, in order to achieve the project indicators;

- purpose of networking among peers, without sharing personal data, from different European countries for the improvement of the e-learning platform and the animation of the community of practice.

#### 3. Treatment modalities

The processing of your personal data is carried out by means of the operations indicated in art. 4 n. 2) GDPR and precisely: collection, recording, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, blocking, communication, cancellation of data, both in paper and electronic form.

The data you provide are processed, without the need for express consent (art. 6 GDPR), for the following purposes:

- to adhere to the services offered by the Owner

- to fulfil pre-contractual, contractual and fiscal obligations deriving from the activity carried out by the Data Controller in relation to the services rendered

- comply with the obligations provided for by law, regulations, Community legislation or orders issued by the Authority;

- to exercise the rights of the Data Controller.

#### 4. Data communication

Your data are not disseminated or communicated to third parties, except for the fulfillment of the law and the order of the Authority, unless your explicit consent.

The communication to third parties is done exclusively to allow the proper conduct of services rendered by the Owner, limiting it to the minimum necessary.

The common data, without prejudice to the processing carried out in execution of legal obligations, may be communicated and disseminated for purposes instrumental to the carrying out of the activities of the owner to third parties who are linked to them by association or contractual ties, who expressly share the statutory purposes and who perform functions closely related and instrumental to the implementation of the activities promoted by the organization.

In particular, your data will not be disclosed to any third party.

#### 5. Duration

The Data Controller will process personal data for the time necessary to fulfill the purposes of the law and in any case without time limits for common data and data related to access to the e-learning platform.

#### 6. Obligation of treatment

The provision of data for the purposes specified above is compulsory because, in their absence, the services offered by the Owner cannot be provided.

#### 7. Rights of the data subject

Nella Sua qualità di interessato, ha i diritti di cui all'art.15 GDPR e precisamente i diritti di:

7.1 obtain confirmation of the existence or not of personal data concerning him, even if not yet recorded, and their communication in intelligible form;

7.2 getting the indication:

a) the origin of the personal data

b) the purposes and modalities of the processing;

c) the logic applied in the event of processing carried out with the aid of electronic instruments;

d) the identity of the data controller, data processors and the representative designated pursuant to Art. 3(1) of the GDPR;

e) the subjects or categories of persons to whom the personal data may be communicated or who can learn about them as appointed representative in the State, managers or agents;

7.3 obtain:

a) the updating, rectification or, when interested, integration of data;

b) the cancellation, transformation into anonymous form or blocking of data processed unlawfully, including data whose retention is unnecessary for the purposes for which the data were collected or subsequently processed;

c) certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected;

7.4 oppose, in whole or in part: a) for legitimate reasons the processing of personal data concerning you, even if pertinent to the purpose of collection; b) the processing of personal data concerning you for the purpose of sending information material, by e-mail and / or mail.

7.5 exercise the rights referred to in Articles 16-21 GDPR (right to rectification, right to be forgotten, right to restriction of processing, right to object), as well as the right to complain to the Guarantor Authority.

#### 8. How to exercise your rights

You may exercise your rights at any time by sending an e-mail to the person in charge of data processing, Mr Alberto Martelli, at the following address [piemonte@cnosfap.net](mailto:piemonte@cnosfap.net).

**Declares to have read the information on the processing of personal data contained therein, to accept the content and give express consent to the communication of personal data for the purposes and to the persons referred to in Article 4, which I have read and approved in every point.**