

**HUMAN RESOURCES AREA**

*RECRUITMENT OFFICE*

**Subject: Information pursuant to Article 13 of EU Regulation no. 2016/679**

Pursuant to art. 13 of the EU Regulation n. 2016/679 (hereinafter "GDPR 2016/679"), laying down provisions for the protection of persons and other subjects regarding the processing of personal data, we wish to inform you that the personal data you provide will be processed in compliance with the aforementioned legislation and the confidentiality obligations to which the University of Teramo is bound.

**1. Data Controller**

The Data Controller is the University of Teramo, via Balzarini, 1, 64100 Teramo.

**2. Data Protection Officer (DPO)**

The Data Protection Officer (DPO) can be reached via E\_mail at the address rpd@unite.it and by registered letter with return receipt to the address: University of Teramo - GDPR Office, Via Balzarini 1, 64100 - Teramo.

**3. Purpose and legal basis of the processing**

All personal data collected will be processed on the basis of European provisions, laws and regulations, for the performance of institutional activities relating to competitions for teaching staff.

**4. Processing methods**

Personal data are processed with automated and manual tools for the time strictly necessary to achieve the purposes for which they were collected indicated in the previous point and in order to guarantee the integrity, confidentiality and security of the same by the staff of the University of Teramo which acts on the basis of specific instructions provided regarding the purposes and methods of the processing itself.

**5. Data recipients**

Personal data may be disclosed to other public and private subjects solely by virtue of community provisions, laws or regulations in order to achieve the purposes listed above in point 3.

In particular, they may be communicated to:

Certifying administrations during the control of the substitutive declarations made for the purposes of Presidential Decree 445/2000 and subsequent amendments;

· Evaluation commissions;

· Publications of the university website, minutes of the commission and decree approving acts, notices to candidates.

**6. Transfer of personal data**

Your data will not be transferred either to member states of the European Union or to third countries outside the European Union.

**7. Special categories of personal data**

Pursuant to art. 9 of the EU Regulation no. 2016/679, you may provide the University of Teramo with data that can be classified as "special categories of personal data". These categories of data may be processed by the University of Teramo only with your free and explicit consent, expressed in writing.

**8. Existence of an automated decision-making process, including profiling**

The University of Teramo does not adopt any automated decision-making process, including profiling, referred to in Article 22, paragraphs 1 and 4, of EU Regulation no. 679/2016.

**9. Rights of the interested party**

The subjects to whom the personal data refer, in their capacity as interested parties, may at any time exercise:

The right to access data,

The right to request rectification, cancellation or limitation of processing,

The right to object to the processing,

The right to data portability.

Furthermore, the interested party, pursuant to Article 7 paragraph 3 of EU Reg. 679/2016, has the right to withdraw their consent at any time, without however prejudicing the lawfulness of the processing based on the consent given before the revocation.

**10. Exercise of the rights of the interested party**

For the exercise of the rights referred to in point 8, relating to this procedure, the interested party may contact the Data Protection Officer at the University of Teramo who can be contacted at the email address rpd@unite.it. or by sending a registered letter to the University of Teramo, - GDPR Office - Via Balzarini, 1 64100 Teramo.

**11. Right of Complaint**

Interested parties who believe that the processing of personal data referred to them occurs in violation of the provisions of the Regulation have the right to lodge a complaint with the Guarantor for the Protection of Personal Data, as provided for by art. 77 of the Regulation itself, or to take appropriate judicial offices.