



ANNEX II

GENERAL TERMS AND CONDITIONS

Article 1: Liability

Each of the contracting parties shall exempt the other from civil liability for damages caused by it or by its staff that have been sustained pursuant to implementation of the procedure for attaining the Italian qualification (nostrification), provided that said damages do not stem from serious and deliberate misconduct by the counterparty or by its staff.

Article 2: Data protection

All personal data set out in the procedure for attainment of the Italian qualification (nostrification) must be handled in accordance with the general principles on personal data protection, with any obligation laid down by Regulation (EU) 2016/679 relating to the protection of natural persons with regard to the processing of personal data and to the free circulation of such data (hereinafter, "GDPR"), and with the rules and regulations governing the field, as well as with the orders of the Supervisory Authorities of EU member states, particularly those of the Personal Data Protection Authority. The personal data must be processed solely for implementing the procedure for attainment of the Italian qualification (nostrification), without jeopardising the possibility of transmitting it to monitoring and audit bodies in accordance with EU laws.

The Applicant may, upon written request, gain access to his or her own personal data and rectify wrong or incomplete information. You are kindly invited to submit any question about your personal data processing to the University of Udine. The Applicant may lodge an appeal with the Personal Data Protection Authority on the manner in which his or her own personal data is used by the University of Udine.

Article 2.1 Privacy policy under ex Article 13 of Regulation (EU) 679/2016 (General Data Protection Regulation)

WE INFORM YOU THAT YOUR PERSONAL DATA IS PROCESSED IN ACCORDANCE WITH THE FOLLOWING PRINCIPLES

Article 5 Reg. (UE) 679/2016, Principles applicable to personal data processing

1. *The personal data is:*

- a) *processed lawfully, fairly and in transparent manner in relation to the data subject («lawfulness, fairness and transparency»);*
- b) *collected for specified, explicit and legitimate purposes, and not further processed in a manner that is incompatible with those purposes; further processing of personal data for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall, in accordance with Article 89, paragraph 1, not be considered incompatible with the initial purposes («purpose limitation»);*
- c) *adequate, relevant and limited to what is necessary in relation to the purposes for which it is processed («data minimisation»);*
- d) *accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that data that is inaccurate, having regard to the purposes for which it is processed, is erased or rectified without delay («inaccuracy »);*
- e) *kept in a form that permits identification of the data subjects for no longer than is necessary for the purposes for which it is processed; the personal data may be stored for longer periods insofar as it will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89, paragraph 1, subject to implementation of the appropriate technical and organisational measures required by this Regulation in order to safeguard the rights and freedoms of the data subject («storage limitation»);*
- f) *processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing, and against accidental loss, destruction or damage, using appropriate technical or organisational measures («integrity and confidentiality»).*

2. *The Data Controller is tasked with due compliance with paragraph 1 and capable of proving it («accountability»).*

We accordingly provide you with the following information:



1) INFORMATION PROVIDED THE MOMENT THE PERSONAL DATA IS COLLECTED

1.1) DATA CONTROLLER'S IDENTITY AND DETAILS

The "Data Controller" is the University of Udine, based in via Palladio 8, 33100 Udine (UD), in the person of its legal representative pro tempore, the Honourable Rector, therein domiciled for the purposes of this Privacy Policy.

The contact person for the processing of your data is identified in Mrs Jolita Ziauberyte.

You may contact the Data Controller by writing to the aforementioned address or by sending an email to the following email address: datipersonali@uniud.it

1.2) CONTACT DETAILS OF THE DATA PROTECTION OFFICER

The Data Protection Officer, appointed under Article 37 of Regulation (EU) 2016/679, operates at the Data Controller.

The Data Protection Officer may be contacted at the following email address: rpd@uniud.it

1.3) PURPOSES AND LEGAL GROUND OF THE PROCESSING

The processing of your personal data (provided at the time of subscribing to the service and data relating to the electronic traffic) is solely aimed at:

Purposes of the processing	Legal ground (Article 6 of the GDPR)
Implementation of all activities associated with the service of attaining the Italian qualification (nostrification)	The data subject has expressed consent to the processing of his or her personal data for one or more specific purposes
Sharing information about destination sites with other offices of the University of Udine or certification bodies	The data subject has expressed consent to the processing of his or her personal data for one or more specific purposes
Fulfilment specific requests of the data subject prior to the conclusion of the procedure for attaining the Italian qualification (nostrification)	The processing is necessary to the execution of a contract the data subject is party to or to the execution of pre-contractual measures adopted at his or her request
Compliance with legal and contractual obligations	The processing is necessary to comply with a legal obligation the Data Controller is subject to
Safeguarding the vital interests of the data subject or of another natural person	The processing is necessary to safeguard the vital interests of the data subject or of another natural person
Handling any grievances and/or disputes; prevention/repression of frauds and any unlawful activity	The processing is necessary to the execution of a public interest task or a task associated with the exercise of public powers the Data Controller is vested with
Statistical analyses, quality assessment, process control, and transmission to other public administrations, including for the purposes of quality assessment of the services performed	The processing is necessary to the execution of a public interest task or a task associated with the exercise of public powers the Data Controller is vested with



1.4) PERSONAL DATA RECIPIENTS AND CATEGORIES OF RECIPIENTS

Recipients of the data you will provide to us are the Data Controller and the natural persons in charge of processing and authorised to process data under its direct authority in accordance with Article 4 no. 10 of the GDPR. In particular, the data will be processed within the scope of the service for attaining the Italian qualification (nostrification).

The data may also be communicated, transmitted, shared or made available to other public administrations (INPS, Revenue Office, Ministry of Education and Research) in fulfilment of the respective institutional purposes, subject to prior compatibility assessment under Article 6(2) of the GDPR.

Your personal data will not be disclosed.

1.5) TRANSFER OF DATA TO THIRD COUNTRIES OR INTERNATIONAL ORGANISATIONS

No personal data is transferred to non-EU countries or international organisations.

2) ADDITIONAL INFORMATION PROVIDED TO ENSURE A CORRECT AND TRANSPARENT PROCESSING

2.1) DATA STORAGE PERIOD

The determination of your personal data storage period is founded on the principle of necessary processing. Your personal data will be stored throughout the period necessary to fulfil the purposes set out under point **1.3**. Your personal data will be erased and destroyed as soon as they become redundant to the abovementioned purposes.

2.2) DATA SUBJECT'S RIGHTS

Please note that, in relation to your personal data, you have the following rights:

- (1) to obtain access to personal data, rectification or erasure of the same or restriction of the processing relating to your person or objection to the processing, besides the right to data portability (in accordance with Article 20 of the GDPR);
- (2) revoke the consent at any time without jeopardising the lawfulness of the processing founded on consent provided prior to the revocation;
- (3) lodge a complaint with a supervisory authority;
- (4) know whether the communication of personal data is a legal or contractual obligation or a necessary requirement for the conclusion of a contract, and whether the data subject is bound to provide the personal data, as well as the possible consequences of failure to communicate such data.
- (5) know the existence of an automated decision-making process, including the data profiling referred to in Article 22, paragraphs 1 and 4, and, at least in those instances, significant information on the logic used, as well as the importance and consequences of such processing for the data subject.

3) MODALITA' DI ESERCIZIO DEI DIRITTI

To exercise the aforementioned rights, you may contact the Data Controller at the following email address: datipersonali@uniud.it

Please note that in accordance with Article 14, paragraph 3 of the GDPR, the Data Controller will provide the information referred to in paragraphs 1 and 2 of Article 14 of the GDPR:

- a) within a reasonable time from acquisition of the personal data, but at the latest within one month, taking into account the specific circumstances in which the personal data is processed;



b) if the personal data is meant for communication with the data subject, at the latest at the time of the first communication to the data subject; or

c) if communication to another recipient is envisaged, no later than the first communication of personal data.

4) UPDATES OF THE PRIVACY POLICY

This Privacy Policy is updated as at the date data mentioned in brackets under the title.

Article 4: Controls and Audits

The parties undertake to provide any type of information required to ascertain whether the procedure has been correctly implemented.