

Privacy Information (GDPR 2016/679)

This information illustrates for what purposes we may use the personal data you provide, how we manage them, to whom they may be communicated, where they could be transferred and what the rights of the data subject are.

Pursuant to and for the purposes of art. 13, of the EU Regulation 2016/679 and in relation to the information that will come into possession, for the purpose of protecting individuals and other subjects regarding the processing of personal data, the user is provided with (“Interested”) information required by law.

1. Identification details of the Owner and other subjects

The Data Controller is the National Research Council (CNR) based in Piazzale Aldo Moro n. 7, 00185 Rome (Italy).

The Personal Data Protection Officer (DPO) (pursuant to Article 37 of EU Regulation 2016/679) is Dr. Raffaele Conte, appointed by the Director General of the CNR with provision no. 103/2020 of 15/10/2020 (contact: rpdc@cnr.it).

The person in charge of the processing of personal data (pursuant to Legislative Decree no. 196 of 30 June 2003 containing the “Code regarding the protection of personal data”) is the Director of the Institute of Chemistry of Organometallic Compounds, based in Via Madonna del Piano 10, Sesto Fiorentino (FI), Italy (certified email: protocollo.iccom@pec.cnr.it).

The Privacy Contact of the Institute of Chemistry of Organometallic Compounds (pursuant to Provision no. 27/2019 of the CNR President) is Mr. Fabio Migliacci, appointed by the Director with provision no. 0003321 of the 08/11/2019.

The Guarantor for the protection of personal data can be reached at www.garanteprivacy.it.

2. Purpose of the processing

The data is used by the Owner to process the registration request and to supply the contract for the chosen Service, to manage and execute the requests for contact forwarded by the Data Subject, to provide assistance, to fulfill the legal and regulatory obligations to which the Data Controller is bound depending on the activity performed.

In particular, the data of the interested party will be processed for:

(a) The registry entry and contact requests

The processing of the personal data of the Interested party takes place in order to carry out the preliminary activities and consequent to the request for registration, to the management of requests for information and contact, sending information material, internal statistical analysis, as well as for the fulfillment of any other obligation arising.

This treatment is aimed at achieving the institutional objectives of CNR-ICCOM for the promotion of research and innovation, such as, for example: sending newsletters, sending invitations to seminars,

conferences and other events, promoting training courses in classroom (workshops) and online (webinar).

The legal basis of the processing is the express consent of the subject concerned to the processing of his personal data for one or more specific purposes (article 6 paragraph 1, letter a) of the GDPR.

(b) Management of the contractual relationship.

The processing of the personal data of the Interested party takes place in order to carry out the preliminary and consequent activities of supply of Goods and Services, the management of the related order, the provision of the Service itself, the relative invoicing and the management of the payment, the handling of complaints and / or reports to the assistance service and the provision of assistance, the prevention of fraud and the fulfillment of any other obligation deriving from the contract. The legal basis of the processing is the contract, as well as explicit consent.

3. Processing and storage methods

Personal data will be processed on paper, computerized and electronically and entered into the relevant databases, in compliance with the provisions of art. 32 of GDPR 2016/679 and Annex B of Legislative Decree 196/2003 concerning security measures and in compliance with the provisions of art. 29 of the GDPR 2016/679.

Personal data will be stored for the period of time necessary to achieve the purposes for which they were collected and processed; personal data may be stored for longer periods for the purpose of archiving in the public interest, scientific or historical research or for statistical purposes, in accordance with the protection of the rights and freedoms of the data subject (“conservation limitation”) and, in any case, for a maximum period of 10 (ten) years from their collection.

4. Scope of communication and dissemination

In relation to the purposes indicated in point 2, the data may be communicated to the following subjects:

- Banking institutions for the management of receipts and payments;
- Financial administrations or public institutions in compliance with regulatory obligations;
- Companies and law firms for the protection of contractual rights;
- Entities financing research projects in the context of common activities;
- Employees and collaborators of the Data Owner in Italy and within the European community, in their capacity as authorized parties and / or internal data processors and / or system administrators.
- Third parties who carry out activities on behalf of the Data Controller, in their capacity as data controllers;
- Employment Centers, INPS, INAIL and the National Labor Inspectorate for the activities of their respective competence (mandatory communication data, art. 13 of Legislative Decree 150/2015);
- Judicial, supervisory or audit authorities, administrations, public and national bodies and organizations.

Furthermore, the data provided will never be disclosed and will not be communicated without explicit consent.

As for **the permanent staff and collaborators**, the professional data may also be disseminated on the social media of the CNR-ICCOM and on the websites of the CNR-ICCOM for the fulfillment of the transparency obligations referred to in Legislative Decree no. 33 of 2013, or where this is necessary to execute obligations deriving from the employment contract. The images collected for institutional and promotional communication activities may be published in brochures, posters, social media, media, promotional material in general.

Each interested party can decide whether to upload a personal photo on the Personal Profile page dedicated to each employee/collaborator on the CNR-ICCOM website, which will also contain: work phone number, institutional e-mail address, qualification, place of work, professional curriculum vitae.

5. Transfer of personal data

The data collected may be transferred to Member States of the European Union, but will not be transferred to third countries not belonging to the European Union.

6. Special categories of personal data

CNR-ICCOM does not require the interested party to provide so-called “Special Data”, or, according to the GDPR, personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, as well as genetic data, biometric data intended to identify in unambiguous way a natural person, data relating to health or sex life or sexual orientation of the person. In the event that the service requested of CNR-ICCOM requires the processing of such data, the interested party will receive a specific notice in advance and will be asked to give appropriate consent, without prejudice to the cases referred to in art. 9 of the GDPR.

7. Cookies

Information on Cookies

A “cookie” is a small text file created by some websites on the user’s computer at the time it accesses a particular site, with the purpose of storing and transporting information. Cookies are sent by a web server (which is the computer on which the visited website is running) to the user’s browser (Internet Explorer, Mozilla Firefox, Google Chrome, etc.) and stored on the computer of the latter; they are then re-sent to the website at the time of subsequent visits.

Some operations could not be performed without the use of cookies, which, in some cases, are therefore technically necessary. In other cases, the site displayed uses cookies to facilitate and facilitate navigation by the user or to allow them to use specifically requested services.

Cookies can remain in the system even for long periods and can also contain a unique identification code. This allows the sites that use them to keep track of the user’s navigation within the site itself, for statistical or advertising purposes, to create a personalized user profile starting from the pages that it has visited and to show them and / or send them targeted advertisements (so-called Behavioral Advertising).

Cookies used on this website

This website uses only session cookies that are strictly necessary to allow specific requested functions that guarantee normal navigation and use of the website and are automatically deleted at the end of each session.

8. Rights of the interested party

The interested party may exercise pursuant to articles 15 to 23 of EU Regulation no. 2016/679, the right to:

- a. request confirmation of the existence or not of your personal data;
- b. obtain information about the purposes of the processing, the categories of personal data, the recipients or categories of recipients to whom the personal data have been or will be communicated and, when possible, the storage period;
- c. obtain the correction and deletion of data;
- d. obtain the limitation of the treatment;
- e. obtaining data portability, ie receiving them from a data controller, in a structured format, commonly used and readable by an automatic device, and transmitting them to another data controller without hindrance;
- f. oppose the processing at any time and also in the case of processing for direct marketing purposes;
- g. oppose an automated decision-making process relating to natural persons, including profiling;
- h. ask the data controller to access personal data and to correct or delete them or limit the processing that concerns them or to oppose their treatment, in addition to the right to data portability;
- i. withdraw consent at any time without prejudice to the lawfulness of the processing based on the consent given before the revocation;
- j. lodge a complaint with a supervisory authority.

The interested party may exercise their rights by making a request to the Data Owner, as indicated in point 1.