

INFORMATION ON THE PROTECTION OF PERSONAL DATA USE OF PORTRAIT / AUDIO – VIDEO SHOOTING DURING WEBINARS

*Dear Sir/Madame (in the following, the Data Subjects),
the following paragraphs contain a series of useful information to understand how we process your personal information, which you voluntarily make available to the Data Controller, in compliance with the principles of lawfulness, correctness and transparency provided for by the current provisions concerning the protection of personal data (EU Regulation 679/2016 (GDPR), Italian Legislative Decree 196/2003, Italian Legislative Decree 101/2018, Provisions of the Italian Authority, etc.).*

We therefore invite you to read this information carefully.

1. DEFINITIONS

Legislation (in force regarding the protection of personal data) Privacy	Set of all the legislation relating to the protection of personal data: EU Regulation 679/2016 (GDPR or RGPD), Legislative Decree 196/2003 (Code), Legislative Decree 101/2018, Legislative Decree 51/2018, Guidelines of the EDPB (ex WP29), Deontological rules and general authorizations of the Guarantor Authority, Provisions of the Guarantor Authority where applicable, International regulation of the scope.
Processing	Any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
Controller	The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.
Personal Data	any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person
Special categories of personal data (formerly sensitive data)	Personal information relating to ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, state of health, life or sexual orientation of the person concerned, as well as genetic, biometric and geo-localization information.
data relating to criminal convictions and offences	Personal data relating to criminal convictions and offences or related security measures

2. DATA CONTROLLER

POLI.design Scrl (hereinafter POLI.design) - based in Via Don Giovanni Verità n. 25, 20158 Milan; Italian Tax Code / VAT number 12878090153 - is the Data Controller, in the person of the pro-tempore legal representative, of your personal data according to the definition given in the **DEFINITIONS** paragraph of this document. For any information, you can contact the Data Controller at the e-mail address privacy@polidesign.net. The Data Controller proceeded to identify and appoint a Personal Data Protection Officer or Data Protection Officer (hereinafter DPO), who is available at the e-mail address dpo@polidesign.net.

3. CATEGORY OF COLLECTED DATA

The data processed relate to the images and audio - video recordings of the speakers, realized during the webinars organized by POLI.design. The aforementioned shooting will be collected to be published and disseminated for institutional purposes both on the official internet channels of POLI.design and on the internet channels of partners located also in non-EU countries.

4. COMPULSORY PROVISION OF DATA

Failure or partial or incorrect provision of the requested data makes your contractual relationship with POLI.design impossible.

5. PURPOSE and LEGAL BASIS OF THE PROCESSING

The processing is carried out to allow the use of the webinar by (potential) widespread students and the processing of the audio - video recordings of the speakers is functional to the delivery of the webinar. The legal basis is therefore the provision of a service.

6. LOCALIZATION and DURATION OF THE PROCESSING

The audio - video data of the webinar session collected will be stored in the POLI.design archives located in the European Union for 5 years from the recorded event. However, the diffusion of the videos through the internet does not guarantee that other subjects will not encounter the aforementioned videos and propose them again on other platforms that are not under the control of POLI.design.

7. RECIPIENTS

POLI.design	Campus Bovisa	T. +39 02 2399 7206	info@polidesign.net	P.I. / C.F. 12878090153
Società consortile	Via Don Giovanni Verità, 25	F. +39 02 2399 5970	www.polidesign.net	C.C.I.A.A. Milano 192631
a responsabilità limitata	20158 – Milano			REA 1593683

The data processed may be subject to dissemination for advertising of the webinar session on the official internet channels of POLI.design. Your data may be managed by employees and collaborators operating under the authority of the Data Controller as well as by structures that perform, on behalf of the Data Controller, technical support tasks (company checks, maintenance and / or repair of IT equipment). They may also be distributed to local Agents, appointed by POLI.design, for the "Recruiting" of students present in the country to which the webinar is dedicated, appointed, where necessary, as Data Processors pursuant to art. 28 of the GDPR. The processing is related to the use of communication platforms chosen for their characteristics of stability and safety certifications. The Officers of the platforms currently used (LogMeIn Ireland Limited for the GoToWebinar and GoToMeeting platforms; Zoom Video Communications, Inc. for Zoom Meeting and Zoom Room; Microsoft Teams, Cisco Webex), Officers or Sub- Officers of the processing, in their own standardized contracts all have declared that they accept the standard contractual clauses envisaged for transfers outside the European Union. However, it is not excluded that such data (including those relating to electronic communications) may be the subject of "observations" made by the US Authority for its own national security reasons. The data will not be disclosed to third parties not mentioned in this paragraph.

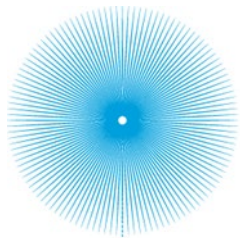
8. YOUR RIGHTS

As Data Subject, you are entitled to obtain, in the cases provided for, access to your personal data and ask for the correction and / or cancellation of the same and / or the limitation of the processing that concerns them and / or to oppose the processing (articles 15 - 21 of the GDPR). The specific request must be submitted directly to POLI.design at the addresses indicated in the paragraph "**DATA CONTROLLER**" of this information. Data Subjects who believe that the processing of personal data, carried out as indicated therein, is in violation of the provisions of the GDPR, are entitled to lodge a complaint to the Guarantor, as provided forth at art. 77 of the GDPR.

The processing, thus configured, does not involve the obligation to collect consent. However, it is necessary that the speakers are informed that their data will be disseminated through the official internet channels of POLI.design Scrl.

- The speaker declares to have read and understood this information regarding the processing of their personal data for the purposes and in the manner described above.

Place and date _____



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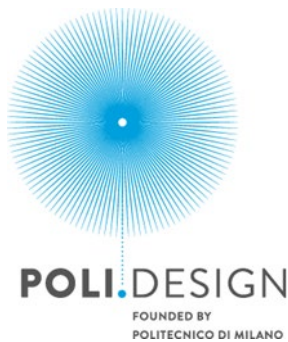
Full signature_____

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**WEBINAR
DISCLAIMER FOR USE OF PORTRAIT / AUDIO – VIDEO SHOOTING**

The undersigned

Name and Surname

Place of birth

Date of birth..... full address.....

.....

as speaker in webinars, pursuant to Italian Law no. 633/1941 on copyright

EXPRESSLY AUTHORIZES

POLI.design Srl - based in Via Don Giovanni Verità n. 25, 20158 Milan; VAT number 12878090153 - to use the webinar registration free of charge, even in partial form, for institutional purposes, for marketing purposes, for dissemination through the official internet channels of POLI.design and through printed materials published and disseminated by POLI.design. The authorization specified above implies the granting of a non-exclusive license, valid for the whole world, transferable to third parties with no limit of duration by POLI.design as for the rights referred to in Articles 12 ff. of Italian Law no. 633/1941, including but not limited to: right of publication; right of reproduction in any way or form; right of transcription, editing, adaptation, processing and reduction; right of communication and distribution to the public also in summary and / or abridged version, always reporting only the name of the participant / author / speaker. Therefore, the speaker declares:

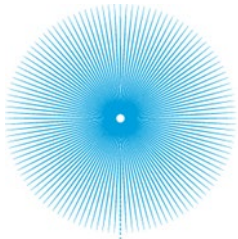
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- to assume full responsibility for any statements made, relieving POLI.design Scrl from any claim and action, including by third parties;
- to prohibit the use of images in contexts that affect their personal dignity and decorum pursuant to art. 97 Italian Law no. 633/1941 and art. 10 of the Italian Civil Code.

This release has unlimited validity, is drawn up and signed to guarantee that the undersigned has read and understood its contents.

Place and date _____

Full signature _____

N.B.: Under no circumstances may the signatory of this letter be able to claim against POLI.design Scrl for compensation for any moral and material damage caused by third parties and / or uses not provided for in this release.

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