



**Information on the processing of personal data for natural persons registered for the
IFIP 23rd International Conference on Product Lifecycle Management (PLM26)**

Dear Data Subject,

the University of Salento, upon enrolment in the IFIP 23rd International Conference on Product Lifecycle Management (PLM26) – Conference Chair: Prof. Mariangela Lazoi (email: mariangela.lazoi@unisalento.it), invites you to read the following information notice prepared in accordance with Article 13 of EU Regulation 2016/679 "on the protection of natural persons with regard to the processing of personal data and on the free movement of such data", also known by the acronym GDPR (*General Data Protection Regulation*).

Definitions

Data Controller: legal or natural person who determines the purposes, methods and means of processing the personal data of a specific organisation to which the data subjects belong;

Data subject/user: natural person whose personal data is processed by the data controller and any third parties (corresponds to the natural person who enrolls in the conference).

1. DATA CONTROLLER

The data controller is the University of Salento, with registered office in Piazza Tancredi 7, 73100 Lecce, represented by the Rector. The contact details of the data controller are: phone 0832/292333, e-mail address: rettore@unisalento.it, certified e-mail address: amministrazione.centrale@cert-unile.it.

2. DATA PROTECTION OFFICER

The Data Protection Officer ("DPO") of the University of Salento, whom data subjects may contact for matters relating to the processing of their personal data and the exercise of their rights, can be contacted at the following addresses: dpo@unisalento.it; certified email address: amministrazione.centrale@cert-unile.it.

3. TYPE OF DATA PROCESSED

The data controller collects and processes the following personal data:

- identification data of the data subject (e.g., name, surname, tax code, registration number), including contact details (e.g., email address), for the management of the contractual relationship relating to attendance of the conference;
- images, photos and videos for any communication needs;
- data relating to research products of which the individual user is the author or co-author (carried out as part of the conference attendance).

4. PURPOSE OF THE PROCESSING

The collection and processing of personal data is carried out:

- a) For purposes connected with and instrumental to the management of the contractual relationship relating to enrolment in the conference and attendance thereof;
- b) For publication on the conference website of the list of names of those enrolled;
- c) For the possible publication on the website of photos, images and videos relating to presentations and events organised as part of the conference;



- d) For the publication on the conference website of aggregated information of the research products (e.g., title, authors, affiliations) carried out as part of the conference, of which the individual user is the author or co-author;
- e) To comply with obligations under the law, regulations, EU legislation or an order from the authority, including current regulations on workplace safety and privacy, as well as to exercise the rights of the data controller.

The processing of data for the purposes referred to in points *a)* and *d)* is necessary for enrolment in the conference and successful attendance, while failure to provide such data will prevent both enrolment and attendance of the conference.

The processing of data for the purposes referred to in points *b)* and *c)* is entirely optional and failure to provide such data will not prevent enrolment in the conference and successful attendance.

The data will be processed exclusively for the purposes indicated above and will not be used for purposes incompatible with those purposes.

5. LEGAL BASIS FOR PROCESSING

The processing of data for the purposes referred to in point *a)* is necessary for the performance of the contract between the parties *pursuant to* article 6(1)(b) of the GDPR and to comply with legal obligations. The processing of data for the purposes referred to in points *b)*, *c)* and *d)* is based on the consent of the data subject *pursuant to* article 6(1)(a) of the GDPR. Consent is optional. Refusal does not affect participation in the conference.

The legal basis for the processing referred to in point *e)* is compliant with legal obligations, as well as the management of any complaints or disputes and the prevention and suppression of fraud and any illegal activity.

6. PERSONS TO WHOM THE DATA MAY BE DISCLOSED. DATA TRANSFER

The data may be processed by the operators of the conference platform, each according to their respective roles and permissions, as well as by third parties. In particular, the data may be disclosed:

- to employees and collaborators of the data controller, in their capacity as level I, II and III designated persons, as well as authorised persons for processing, in accordance with the University's privacy organisation chart;
- to third-party entities that perform outsourced activities on behalf of the data controller, in their capacity as external data processors.

This is without prejudice to the communication or disclosure of data requested, in accordance with the law, by the public security authority, the judicial authority or other public entities for purposes of defence, state security and the investigation of crimes, as well as the communication to the judicial authority in compliance with legal obligations, where there are grounds for believing that a crime has been committed. Except for the cases specifically indicated in this policy, personal data will not be communicated or disclosed to third parties in any way or for any reason.

7. METHOD OF PROCESSING AND DATA RETENTION PERIOD

Data collection is carried out in accordance with the principles of relevance, completeness and non-excessiveness in relation to the purposes for which they are processed.

The data hosted on the conference's online platform will also be processed in relation to the necessary storage, backup and restoration activities. The data will also be processed, in anonymous and aggregate form, for statistical purposes.



The data is processed in accordance with the principles of the GDPR, including through IT tools, and protected by appropriate technical and organisational security measures to ensure its confidentiality, integrity and availability.

The data will be stored for the entire duration of the collaboration and, subsequently, for five years after the termination of the relationship, in order to comply with legal obligations (e.g., tax, security) and for the management of any disputes or for statistical purposes. After this period, the data will be anonymised or destroyed, unless specific legal obligations require otherwise.

8. RIGHTS OF THE DATA SUBJECT

The data subject - in accordance with Articles 15, 17, 18, 19 and 21 of the GDPR - has the right to access, rectify, erase or restrict the use of their personal data **by contacting the DPO at the email address: dpo@unisalento.it**

- **Right of access**

the right to obtain confirmation as to whether or not personal data concerning him or her are being processed and to obtain access to such data and information relating to the processing, its purposes, the envisaged storage period or, if this is not possible, the criteria used to determine it, the recipients or categories of recipients to whom the personal data will be disclosed. Access to personal data and all information referred to in Article 15 of the GDPR;

- **Right to rectification**

right to obtain the rectification of inaccurate personal data, the updating or integration of personal data already provided;

- **Right to erasure**

the deletion of your data, unless there is a legitimate reason for continuing with the processing;

- **Right to restriction of processing**

Restriction of processing in the cases referred to in Article 18 of the GDPR.

- **Right to data portability**

Right to receive personal data concerning you in a structured, commonly used and machine-readable format and to transmit those data to another controller without hindrance, where technically feasible;

You also have the following right:

- **Right to object**

the right to object at any time to the processing of personal data concerning you pursuant to Article 6(1)(e) and (f) of EU Regulation 2016/679;

- **Right to automated decision-making and profiling**

the right not to be subject to decision-making based solely on automated processing, including profiling, taking into account that it is lawful if authorised by current legislation.

Consent to the processing of data provided for any purpose may be revoked at any time **by contacting the DPO at the email address: dpo@unisalento.it**

9. COMPLAINTS

You have the right to contact the data protection authority in accordance with the procedures indicated at the following link: <https://www.garanteprivacy.it/diritti/come-agire-per-tutelare-i-tuoi-dati-personali/reclamo>

10. HOW TO VIEW THE PERSONAL DATA PROCESSING POLICY



UNIVERSITÀ
DEL SALENTO

The privacy policy can be viewed on the following web page:
<https://conference.unisalento.it/event/17/attachments/929/2046/Privacy%20Information.pdf>

Dear Data Subject,

in order to complete your registration, by reading this policy document, you agree to the following statements:

- I declare that I have read and understood the "Privacy Policy" of “IFIP 23rd International Conference on Product Lifecycle Management”;
- I give my consent to the possible publication of photos, images and videos relating to the PLM26 conference on the official website and social channels, in which I may be identified or identifiable;
- I confirm that I have read the privacy notice (available at this link: <https://www.unisalento.it/privacy>) and that I give consent to the treatment of my personal data.

Thank you for reading.