

# Privacy policy



## 1. Data controller

The **Fondazione Centro di Musicologia Walter Stauffer**, whose office is registered in Cremona - Corso Garibaldi n. 178, VAT and tax code 00319130191, hereinafter referred to as the "**Controller**", guarantees compliance with regulations for the protection of personal data by providing the following information on data processing, pursuant to art. 13, EU Regulation 2016/679 (General Data Protection Regulation - GDPR) and subsequent amendments.



## 2. Data processed, purposes and legal bases for processing

All personal data provided to us on this occasion will be subject to computerized and manual processing in order to document participation in events organized by the Data Controller and for processing deriving from legal obligations.

In particular, personal data, images and video will be processed for the following purposes:

- a) the publication of photographs in the Controller's photo gallery, Facebook page and possibly other digital and printed media;
- b) the publication of photographs and video on the Controller's websites and social media channels, on the sites of third parties authorized by the Controller and through any other tool and / or communication channel, including press, mobile telephony and / or systems or remote communication technologies useful for promoting events, as well as through modes of communication managed by partners in connection with the Controller's activities.

The legal basis for the processing lies in the subject's freely-given consent.



## 3. Nature of the provision

Consent of data, as concerns the processing referred to in point 2 above, must be considered optional, therefore any refusal does not render it impossible for the subject to participate in the initiative.



#### **4. Places and methods of processing and data retention periods**

The data collected is processed at the headquarters of the Data Controller or at the offices of entities authorized for processing.

The data collected will be processed using electronic or, in any case, automated, IT or digital means, or through manual processing, in all cases only for the purposes for which the personal data was collected and while guaranteeing the safety of the subject.

The data collected will be stored in the archives of the Data Controller so as to have a historical record of institutional events and activities and, if necessary, for eventual publication. Data will not be stored for longer than what is necessary for processing purposes ("storage limitation principle", Article 5, EU Regulation 2016/679) and / or in compliance with deadlines established by current regulations and legal obligations.

In all cases, the Data Controller applies rules that prevent the storage of data indefinitely and therefore limits the storage period, in compliance with the principle of minimization of data processing.



#### **5. Entities authorized to process data, supervision and communication of data**

The processing of the collected data is carried out by internal staff of the Data Controller for this purpose identified and authorized for processing according to specific instructions given in compliance with current legislation.

The data collected, within the limits relevant to the indicated processing purposes and where it is necessary or instrumental for the execution of the same purposes, may be processed by third parties appointed Data Processors, or, depending on the case, communicated to all subjects necessary for the proper execution of the purposes set out in point 2.

In addition, the data collected may be processed by third parties, with the qualification of independent Data Controllers, involved with the Data Controller in academic-educational activities for the execution of the purposes set out in point 2 (e.g. agreements on educational projects, concerts, etc...).

The collected data may be provided in case of legitimate request, in the only cases provided for by law, by the Judicial Authority.



## 6. Data transfer to non-EU countries

Collected data will not be transferred outside the European Union.



## 7. Rights of the data subject

In relation to the personal data communicated, the data subject has the right to exercise the following:

- a. (Article 7.3 EU Regulation 679/2016 - GDPR) withdrawal of consent;
- b. (Article 15 EU Regulation 679/2016 - GDPR) right of access by the data subject;
- c. (Article 16 EU Regulation 679/2016 - GDPR) request rectification;
- d. (Article 17 EU Regulation 679/2016 - GDPR) request erasure ("right to be forgotten");
- e. (Article 18 EU Regulation 679/2016 - GDPR) right to restriction of processing;
- f. (Article 20 EU Regulation 679/2016 - GDPR) receive data in a structured format, commonly used and machine-readable, for the purpose of exercising the right to portability;
- g. (Article 21 EU Regulation 679/2016 - GDPR) objection to processing.

The subject can exercise her or his rights, as well as request more information relating to her or his personal data, by sending an e-mail to [privacy@stauffer.org](mailto:privacy@stauffer.org) specifying the content of the request in the subject field.

Requests relating to the subject's rights will be processed without undue delay and, in any case, within one month of the request; only in cases of particular complexity or multiple requests can this deadline be extended by a further 2 (two) months.

We remind you that it is your right (ex art. 77 EU Regulation 679/2016 - GDPR) to lodge a complaint with the Data Protection Authority, whose contacts are available [here](#).

*Last update: November, 2 2023*