

"Video surveillance" 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

Video surveillance (video recordings and related filming) is carried out for organizational and production needs and / or for the protection of company assets and / or for work safety and security purposes.

The legal basis for processing is the legitimate interest of the Data Controller.



3. Nature of the provision

Consent of data, as concerns the processing referred to in point 2 above, must be considered optional.

Any refusal by the subject to be recorded implies that the subject will be denied access to the premises (preventing the carrying out of professional activities, training, visits etc) or that the subject shall keep an adequate distance from surveillance areas.



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.

Data is kept for the time strictly necessary for the purposes for which the data was processed ("storage limitation", Article 5, EU Regulation 2016/679) or in compliance with the deadlines set by existing law.

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

Data processing is carried out by the Data Controller's staff, those identified and authorized to process data according to specific instructions as provided for by existing law.

The data collected, within the limits provided for, and to the extent that the processing of data is necessary or instrumental for the execution of the same, may be processed by third parties appointed as external data processors, or, if necessary, communicated to them as independent controllers: specifically firms, organizations, associations that perform services connected to and instrumental for the execution of the aforementioned purposes (for example, reception services and supervision, maintenance of IT systems etc).

The subject's data may be turned over in the event of a legitimate request by judicial authorities, and only in those cases provided for by law.

In no case and for no reason will data be disseminated in any way.



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 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.

Pursuant to art. 77 EU Regulation 679/2016 - GDPR, the subject retains the right to lodge a complaint with the supervisory authority, based in Rome, Piazza Venezia n. 11; Tel. +39 06 696771, email: protocollo@gpdp.it



8. Simplified policy pursuant to art. 3.1 of the video-surveillance Provision

Areas in which video surveillance is carried out are marked with special signs, in accordance with art. 3.1 of the video surveillance Provision, clearly visible in all lighting conditions and accompanied by the purposes of recording. These signs are placed before the area recorded by the cameras, or in any case in their immediate vicinity.

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