

INFORMATION
relating to the processing of personal data in the Trentino Bibliographic Catalog
PURSUANT TO ARTICLES 13 AND 14 OF THE EU REGULATION n. 679 of 2016

The European Regulation UE/2016/679 (hereinafter the "Regulation") establishes the rules governing the protection of natural persons with regard to the processing of personal data.

Pursuant to the principle of transparency provided for by art. 5 of the Regulations, **the Autonomous Province of Trento** herewith provides you with the information required by articles 13 and 14 of the Regulation (respectively, data collection from data subjects and from third parties).

The Data Controller for **the processing of personal data entered in the CBT (Trentino Bibliographic Catalog) of the Trentino Library System is the Autonomous Province of Trento (hereinafter, the "Controller")**, in the person of its legal representative (**President of the Provincial Council in office**), **Piazza Dante n. 15, 38122 - Trento, ph. 0461.494697, fax 0461.494603 e-mail direzionegenerale@provincia.tn.it, pec segret.generale@pec.provincia.tn.it.**

The DPO is the Director *pro tempore* of the CULTURAL ACTIVITY SERVICE; the contact details are: address Via Romagnosi, 5 - 38122 Trento, ph. 0461-494914, fax 0461/495080, e-mail claudio.martinelli@provincia.tn.it. The DPO is also the officer **appointed to address the data subjects** concerns in the event that the rights pursuant to art. 15 - 22 of the Regulation, described below are exercised.

The contact information for the **Data Protection Officer (DPO)** are: via Giusti n. 40, 38122 - Trento, fax 0461.499277, e-mail ldprivacy@provincia.tn.it (please indicate, in the subject line: "Request for DPO intervention pursuant to Article 38 of Reg. EU

Your personal data will be processed in compliance with personal data protection regulations and, in particular, with the principles of fairness, lawfulness and transparency, retention limitation, as well as minimization of data in accordance with Articles 5 and 25 of the Regulation.

1. PERSONAL DATA SOURCE

Your data are collected from the data subject (you).

2. TYPES OF PERSONAL DATA

The personal data processed fall under the following categories:

- personal data **other than particular** categories of data (so-called common data)

3. PURPOSES OF THE PROCESSING

The minimization principle provides that only personal data relevant and not unnecessary for the specific purposes of the processing can be collected and processed.

The retention limitation principle consists in keeping the data in a form that allows the identification of data subjects for a period of time not exceeding the fulfillment of the purposes, except in exceptional cases.

Also for these reasons, as well as in compliance with articles 13 and 14 of the Regulation, we indicate herebelow the **purposes of the processing** (i.e. the purposes for which your personal data

are collected and processed), as well as the relating regulatory framework (i.e. the laws or regulations - be they national or EU - which allow the processing of your data):

- for the execution of a task performed in the public interest or connected to the exercise of public authority vested in the Controller (Article 6, par. 1, lett. e) of the Regulation) and, in particular for the provision of the Trentino Library System services, pursuant to Province Law 15/2007 on the "Governing of cultural activities", specifically: art. 17 Trentino Library System and art. 18 Trentino bibliographic catalog.

For the sake of clarity, let us inform you that, being based on the aforementioned regulatory framework, your consent to the processing of such personal data is not necessary.

4. PROCESSING METHODS

Data shall be processed with automated tools (ICT tools/electronic devices) with a view to ensure data confidentiality, integrity and availability.

Your data will be processed, for the aforementioned purposes only, by specifically appointed Data Processors at each individual Library of the Trentino Library System, as well as by Authorized Data Processors, specifically trained and certified.

Also, for the above purposes, your data may be processed by users who carry out activities that are instrumental for the Data Controller, who provide adequate guarantees regarding the protection of personal data and are appointed as **Data Processors pursuant to Art. 28** of the Regulation. The updated list of the Data Processors can be viewed at the PAT's Cultural Activities Service located in via Romagnosi, 5 in Trento.

5. AUTOMATED DECISION MAKING PROCESSES AND PROFILING

The existence of an automated decision-making process, including profiling, is excluded.

6. DISCLOSURE AND DISSEMINATION OF DATA (ADDRESSEE CATEGORIES)

Your data will not be disclosed.

7. EXTRA EU TRANSFER

Your personal data shall not be transferred outside the European Union.

8. Duration of Data Retention

Please be informed that, In compliance with the aforementioned retention limitation principle, the retention period for your personal data, as provided for in the "maximum margin guidelines", is **unlimited**.

The data will be deleted upon request of the Data Subject, without prejudice to the Data Controller's right to keep it further for **purposes compatible** with those indicated above, or for statistical purposes.

9. RIGHTS OF THE DATA SUBJECTS

You may exercise toward the Controller at any time the rights provided for in the Regulation.

According to current legislation, you may:

- Request access to your personal data and obtain a copy of them (Article 15);
- if you consider them to be inaccurate or incomplete, request amendment or integration, respectively (Article 16);
- if the regulatory requirements are met, refuse the processing of your data (Article 21), request cancellation (Article 17), or exercise the right of limitation (Article 18).

Pursuant to art. 19, to the extent that this is not impossible or involves a disproportionate effort, the Data Controller shall inform each of the recipients to whom the personal data have been transmitted of any amendments, or cancellations, or limitations on the processing performed; upon your request, the Data Controller will inform you of these recipients.

Furthermore, you have the right to lodge a complaint with the Supervisory Authority at any time.

*I, the undersigned _____
holder of CBT card No. _____ declare that I have received and read this information*

Place _____ Date _____ Signature _____

*I, the undersigned (parent/guardian) of _____
declare that I have received and read this information*

Place _____ Date _____ Signature _____