



INFORMATION NOTICE ON THE PROCESSING OF PERSONAL DATA [Art. 13 UE Regulation 2016/679 – General Data Protection Regulation]

This Information notice is provided pursuant to Article 13, of the EU Regulation 2016/679 (hereinafter also EU Regulation), for the processing of personal data of PhD students and their supervisors (data subjects) acquired by the Academic Mediator (hereinafter also Mediator).

The processing of personal data shall be based on the principles of fairness, lawfulness, transparency and protection of confidentiality and all rights of the data subjects, as specified in the following information.

1. Data Controller
2. Data Protection Officer
3. Sources and types of data
4. Purpose of processing
5. Modalities of data processing
6. Nature of provision and legal basis for processing
7. Data recipients
8. Data retention
9. Rights of the data subject
10. Procedures for exercising rights
11. Possible changes to the information notice

1. Data Controller

The Data Controller is the University of Padua, with registered office in Via VIII Febbraio n. 2, 35122 - Padua (certified e-mail: amministrazione.centrale@pec.unipd.it).

2. Data Protection Officer

The Data Protection Officer, appointed pursuant to Article 37 of the EU Regulation, can be contacted at the following e-mail address: privacy@unipd.it.

3. Sources and types of data

The University processes the personal data provided by the data subject to the Mediator when requesting activation of the mediation procedure.

The personal data that may be processed, exclusively for the purposes indicated in point 4, are:

(a) personal data (name, surname, date of birth, sex), contact, residence and career-related data;



(b) special data (e.g. data concerning health, racial and ethnic origin, sexual orientation, political opinions or religious beliefs, etc.);

(c) data relating to criminal convictions and offences.

4. Purpose of processing

The data processing is carried out exclusively to assist the data subjects in the friendly resolution of any conflicts within the supervisor-PhD student relationship in the PhD programmes of the University of Padua and to manage the mediation procedure.

5. Modalities of data processing

The personal data of the data subject are processed with the support of electronic and paper means.

The University adopts appropriate organisational and technical measures to protect the personal data in its possession, through appropriate security measures to ensure the confidentiality and security of personal data, in particular against loss, theft, as well as unauthorised use, disclosure or modification of personal data.

The Data Controller does not use automated decision-making processes concerning the rights of the data subject on the basis of personal data, including profiling, in compliance with the guarantees provided for in Article 22 of the EU Regulation.

The personal e-mail address, including certified, the telephone contact possibly communicated by the data subject and the institutional e-mail address, assigned at the time of registration or enrolment, are the tools through which all communications and information relating to the pursuit of all the purposes indicated in point 4 are provided.

6. Nature of provision and legal basis for processing

The provision of personal data for the purposes indicated in point 4 is mandatory for the establishment and management of the relationship between the data subject and the Mediator.

The processing of personal data for the purposes indicated in point 4 is carried out by the Controller on the basis of at least one of the following conditions of lawfulness.

Personal and common personal data (point 3(a)) are processed for the performance of public interest tasks as defined by law, the Statute and internal regulations (pursuant to Art. 6(1) of the EU Regulation).

Consent is the legal basis for the processing of special data (point 3(b)) and judicial data (point 3(c)), unless one of the following legal bases is present:

(a) for reasons of substantial public interest on the basis of EU or national law pursuant to Article 9(2)(g) of the EU Regulation and Article 2-sexies(2)(bb) of Legislative Decree No. 196/2003;

(b) for archiving purposes in the public interest, scientific or historical research or for statistical purposes pursuant to Article 9(2)(j), of the EU Regulation and Article 2-sexies(2)(cc), of Legislative Decree No. 196/2003

(c) to establish, exercise or defend a right in court.



Consent consists in any manifestation of free, specific, informed and unambiguous will of the data subject, whereby the data subject expresses his/her consent, by means of a declaration or unambiguous positive action, that personal data concerning him/her be processed.

7. Data recipients

The Mediator may avail oneself of the collaboration of the administrative offices of the University only if strictly necessary for the performance of his duties of protection of the data subjects. The staff is being held to official secrecy for the facts and deeds of which it becomes aware in the performance of its duties.

Personal data are not subject to dissemination.

8. Data retention

The determination of the period of retention of personal data complies with the principle of necessity of processing. Personal data are therefore retained for as long as necessary to fulfil the purposes stated in section 4.

9. Rights of the data subject

The data subject is granted the following rights

- (a) right of access to their personal data (Art. 15 EU Regulation);
- (b) right to rectification or integration of their data (Art. 16 EU Regulation);
- (c) right to erasure (right to be forgotten), pursuant to Art. 17 EU Regulation;
- (d) right to restriction of processing under the conditions of Art. 18 EU Regulation;
- (e) right to data portability, as regulated by Art. 20 EU Regulation;
- (f) right to object to the processing at any time (Art. 21 EU Regulation);
- (g) right to lodge a complaint with the Data Protection Authority.

10. Procedures for exercising rights

In order to exercise his/her rights for the protection of personal data, the data subject may contact the Data Controller by writing to the e-mail address: phd@unipd.it or to the certified e-mail address amministrazione.centrale@pec.unipd.it. Alternatively, the data subject may write to: Università degli Studi di Padova, via VIII Febbraio n. 2, Padova.

The Data Controller is obliged to provide a reply within one month from the request, extendable up to three months in case of particular complexity of the request.

11. Possible changes to the information notice

Any changes and additions to this Information notice are published at <https://www.unipd.it/dottorato/mediatore-accademico>.