



Pursuant to Articles 13 and 14 of the General Data Protection Regulation – “GDPR” (EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016) For Faculty, Researchers, Students, and Technical, Administrative, and Library Staff in Relation to International Mobility Activities

Pursuant to Articles 13 and 14 of the General Data Protection Regulation – “GDPR” – on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, the University of Basilicata hereby informs faculty and research staff, students, and technical, administrative, and library personnel participating in incoming and outgoing international mobility programmes of the processing of their personal data.

Compliance with applicable transparency legislation and mandatory data and document publication regulations remains fully observed by the University of Basilicata.

1. Data Controller and Data Protection Officer (DPO)

The Data Controller is the **University of Basilicata**, represented by its legal representative pro tempore, located at **Via dell’Ateneo Lucano 10, 85100 Potenza**, e-mail: rettore@unibas.it

Pursuant to Articles 37 and following of EU Regulation 2016/679, the University has appointed a **Data Protection Officer (DPO)**, who can be contacted at: rpd@unibas.it
Certified email (PEC) address for both: protocollo@pec.unibas.it

2. Types of Data Processed

The personal data processed may include the following:

- **Personal data:** identification data, contact details, academic qualifications, digital images, visas and residence permits for non-EU participants; visas and permits for candidates involved in mobility to non-EU countries; banking details;
- **Special categories of personal data** (pursuant to Art. 9 GDPR) necessary for accessing additional funding provided by specific international mobility programmes;
- **Personal data relating to criminal convictions and offences** (pursuant to Art. 10 GDPR) that may be collected and processed for the purposes outlined below and in specific circumstances.

3. Purpose and Legal Basis of Processing

Personal data is provided directly by the data subjects and processed exclusively for the University’s institutional purposes related to international mobility. The legal basis for processing is the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller (Art. 6 § 1, lett. e GDPR) and for compliance with a legal obligation to which the controller is subject, including verification of self-certifications and in case of legal disputes (Art. 6 §, lett. c) GDPR).

Providing personal data is necessary to access services related to international mobility. Failure to provide data will result in the inability to benefit from these services.

4. Data Processing Methods

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.

Personal data is processed lawfully, fairly, and transparently, as provided in Article 5 of the GDPR, including by electronic means suitable for storing and managing such data, while ensuring data security and the confidentiality of the data subject.



5. Categories of Authorized Persons and Data Recipients

Personal data is processed, in compliance with applicable law, solely by authorized University of Basilicata staff members in line with the University's organizational structure. The following list of recipients is indicative and not exhaustive; further communications may occur as permitted by law:

- Internal University offices, including functional and service centres, and the local ESN; foreign universities; public or private partners when required for institutional purposes or upon request by the data subject;
- External entities designated as Data Processors (e.g., managers of university residences or student services; IT service providers; campus security providers);
- Public and private bodies involved in student and graduate career orientation, training, and employment placement;
- Examination committee members;
- Ministries and government bodies (e.g., Ministry of University and Research, Ministry of Foreign Affairs and International Cooperation, Ministry of Labour and Social Policies, Revenue Agency, State Attorney's Office, etc.);
- National and foreign public authorities (e.g., Police Headquarters, Prefectures, Embassies and Consulates in Italy and abroad, foreign public authorities, judicial authorities, etc.);
- European institutions and related bodies, such as the European Commission, Erasmus+ National Agency Indire, other EU agencies managing mobility programmes, and INAPP (National Europass Centre Italy);
- Host entities, such as partner universities and academic institutions; companies and organizations where internships or placements take place; host/support organizations;
- Public and private entities responsible for verifying declarations and self-certifications (e.g., other universities, employment agencies, ministries, insurance companies, host institutions);
- Companies or institutions hosting medical trainees and interns, or other universities where relevant data processing is required for institutional purposes;
- Occupational health physicians.

Special category and judicial data may only be shared if permitted by law, regulations, or general administrative acts (Art. 2-sexies, paragraph 1, of Italian Legislative Decree 196/2003 as amended).

Data may also be disclosed to public security authorities, judicial authorities, or other public bodies when required by law for defence, state security, crime prevention, or legal compliance.

Outside of the above-listed cases, personal data will not be disclosed or shared without legal basis or unless strictly necessary for institutional purposes.

6. Data Transfers to Third Countries or International Organizations

Personal data may be transferred to countries outside the European Economic Area (EEA) or to international organizations in compliance with Chapter V of the GDPR (e.g., adequacy decisions, standard contractual clauses, public interest, data subject consent).

Transfers occur in line with the University's institutional activities, particularly for managing international mobility programmes involving students, faculty, researchers, and administrative staff. Data may be disclosed to:

- Non-EU universities or entities (e.g., for academic verification, enrolment, or study management);
- Companies or institutions abroad hosting internships, research, or training;
- Foreign public authorities (including non-EU) for administrative, tax, immigration, health, or security purposes, as required by local laws or international agreements;
- Foreign embassies and consulates in Italy or abroad;



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- Non-EU institutions of origin/destination involved in mobility programmes and related activities, including joint programmes;
- International organizations.

This list is illustrative and not exhaustive; further transfers may be made as necessary and in accordance with applicable laws or for institutional needs.

7. Data Retention

Personal data is processed in accordance with the “storage limitation” principle and retained only for as long as necessary for each type of document.

Data stored in the personal files of mobility programme participants will be retained **indefinitely**.

8. Data Subject Rights

Data subjects have the right, where applicable, to access their personal data, request rectification, erasure, restriction of processing, or object to processing (pursuant to Articles 15 and following of the GDPR) by contacting the DPO at rpdp@unibas.it

If a data subject believes their data has been processed in violation of the GDPR, they have the right to file a complaint with the Data Protection Authority (pursuant to Article 77 of the GDPR) or seek legal remedy under Article 79 of the GDPR.

9. Changes to This Notice

This privacy notice may be updated over time. Users are advised to consult the following web page to ensure they are reading the most recent version:

<https://portale.unibas.it/site/home/riferimenti/protezione-dati.html>