

## INFORMATION REGARDING THE PROCESSING OF VIDEO-PHOTOGRAPHIC RECORDINGS OF THE RESOURCES OF THE BRUNO KESSLER FOUNDATION

Pursuant to art. 13 of EU Regulation No. 2016/679 (GDPR), and in general in observance of the principle of transparency set forth in the above Regulation, we provide herewith the following information regarding the processing of video-photographic recordings.

### 1. DATA CONTROLLER AND DATA PROTECTION OFFICER

The Data Controller is Fondazione Bruno Kessler, with registered office in Trento, via Santa Croce, 77 - Ph. +39.0461.314.621 – [segr.presidenza@fbk.eu](mailto:segr.presidenza@fbk.eu).

For contact and specific information regarding the protection of personal data, including the exercise of the rights referred to in item 5, please send an e-mail to the Data Protection Officer (DPO): [privacy@fbk.eu](mailto:privacy@fbk.eu).

### 2. PURPOSE OF THE PROCESSING AND TYPE OF DATA PROCESSED

Your personal data is processed within the scope of the employment relationship and is aimed at the administration and management thereof and at the security and safety of the organization.

In particular, besides the profile photo taken or collected by the Safety and Prevention Unit at the time of hiring for your personal badge and for use in the FBK intranet, video/photographic recordings may be carried out in order to document activities for institutional, archiving and communication purposes including, but not limited to, in the following categories and/or similar categories: events, meetings, conferences, seminars, training opportunities, presentations, talks, drafting of projects, calls and reporting documents, creation of informative material, communication activities on institutional channels and/or through local, national and international press and through websites and social networks.

### 3. PROCESSING METHOD AND LENGTH

The data shall be processed:

- manually and through automated means;
- by individuals authorized to perform such tasks by the Law;
- by using proper measures to ensure confidentiality and avoid access by non-authorized third parties;
- in contexts that do not compromise the personal dignity and the decorum of the person concerned, ensuring the necessary precautions to guarantee the confidentiality of the use.

Video-photographic recordings shall be stored in order to document the institutional, archiving and communication related activities including, but not limited to, in the categories described in item 2 and/or in similar categories. The profile photo taken or collected by the Safety and Prevention Unit at the time of hiring shall be retained upon termination of the employment contract for no longer than is necessary to pursue the specific purposes indicated above.

### 4. PLACE OF PROCESSING AND DATA SHARING

The personal data shall be ordinarily processed within the European Union, or through automated means and IT tools that involve the processing in countries for which the Commission has taken a decision on the adequacy of the protection of personal data.

Without prejudice to communications required to fulfil legal and contractual obligations, video-photographic recordings shall be shared for institutional and communication purposes only.

## 5. RIGHTS OF THE PERSON CONCERNED

Pursuant to Section III of the GDPR, the person concerned shall be entitled to exercise their right to:

- a. access personal data (will therefore have the right to have free information about the personal data held by the Data Controller, as well as to obtain a copy thereof in an accessible format);
- b. amend data (we shall take care, upon his/her request, to amend incorrect or inaccurate data);
- c. withdraw consent (if the person has consented to the processing, he/she can at any time withdraw their consent and such revocation of consent will result in the termination of the processing)
- d. cancel their personal data – right to be forgotten (for example, in case of withdrawal of consent, if there is no other legal basis for data processing);
- e. restrict data processing (in certain cases - dispute the accuracy of the data, within the timeframe necessary for verification; dispute the lawfulness of the processing with refusal to the cancellation; necessity of the party concerned to use their defense rights, while they are no longer useful for the purposes of the processing; in the event that the processing has been denied, while the necessary checks are being carried out - the data will be stored in such a manner that they may be restored if need be, but, in the meantime, cannot be consulted by the Controller if not in relation to the validity of his or her request for restriction).
- f. deny consent to the processing due to legitimate reasons (under certain circumstances, he/she may in any case object to the processing of data, and in any case it may refuse processing for direct marketing purposes);
- g. data portability (upon request of the person concerned, the data shall be transmitted to the indicated subject in such a format that they can be easily consulted and used).
- h. advance a dispute to the Supervisory Authority (Privacy Authority).