

## INFORMATION ON THE PROCESSING OF PERSONAL DATA

- 1.As the Data Controller, we would like to inform you that your personal data will be processed for the management and organization of information, training and/or promotional events at our headquarters or at the headquarters of third parties (personal data, tax, identification, images) in compliance with Regulation (EU) 679/2016 and the Italian legislation applicable to the processing of personal data, as well as the obligations of correctness, lawfulness and confidentiality.
- 2. The processing of data will be carried out for the following purposes:
- a) registration, admission management, execution of training activities, events and/or promotional activities and related legal compliance;
- b) archiving for the purpose of keeping accounting documents (in case of a payment event) and protecting the rights of the Controller;
- c) promotion and presentation of the activities of the Association.

Within the scope of the purposes indicated above, the processing (i) is necessary for the management of the event/ training course, (ii) is based on a legal obligation or (iii) is based on the legitimate interest of the Data Controller. Any refusal to provide data will result in the impossibility of participating in the event.

The processing could include photos and/or video footage taken during the event by the Controller or third parties commissioned and used by the Controller for advertising and promotional purposes (for example through publication on the website, on social channels, in magazines) in contexts that do not harm and/or prejudice to personal dignity and decorum. The use of images is free of charge and is based on the legitimate interest of the Controller.

- **3**.The processing of personal data will be carried out using paper documents and archives and electronic and/or telematic tools in compliance with legal provisions to guarantee confidentiality and security, as well as the accuracy, updating and relevance of the same data in relation to the purposes indicated above and in order to avoid access and subsequent processing by persons not previously authorised. Personal data will be stored to comply with the legal obligations in accordance with the prescribed terms. The images will be stored without limitation for archiving purposes.
- **4**.Personal data may be transferred to a non-EU country in accordance with the provisions of articles 44-49 of Regulation (EU) 679/2016. Without prejudice to the communications made in execution of obligations provided by laws, regulations or Community legislation, personal data will be processed by employees and collaborators of the Controller in relation to specific work tasks, and may be communicated to professionals and companies that provide services and advice (for example in accounting, tax, legal, etc.) or to subjects who need access to personal data for the



management and organization of the event. In any case, only the personal data necessary to achieve the purpose for which they are collected will be transferred, and this is done with full respect for the necessary security and confidentiality of the data.

In relation to the same data, by written request addressed to the Controller, including through a delegate, the interested party may (i) obtain access to personal data to know the origin of the data, purpose of processing, logic applied to the processing with use of electronic means, categories of data, recipients (or categories of recipients) to whom they will be communicated, retention period, and their communication in an intelligible form; (ii) obtain rectification, the integration, deletion of data or restriction of processing; (iii) objecting to the processing of personal data; (iv) obtaining data portability where relevant; (v) revoking consent at any time; (vi) making a complaint to a supervisory authority.

6.The data controller is ALDA - Association Européenne pour la Démocratie Locale with registered office in Strasbourg, Place des Orphelins 1A tel. 0444 54 01 46 email alda@aldaeurope.eu

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