

Information to participants in this contractor selection procedure on processing of personal data pursuant to art. 13 of the EU Regulation 2016/679.

1. WHY THIS INFORMATION

The following information offers a clear and transparent view of as the Institute for Environmental Protection and Research (ISPRA) collects and processes personal data. The procedure complies with the General Regulation on the Protection of Personal Data 2016/679 (hereinafter, "GDPR" or "Regulation"), which is fully applied in all EU Member States European Union from 25 May 2018. In particular, the interested parties in the processing activities are natural persons who transmit their personal data, including those contained in the their Curriculum vitae, or the legal representative of the competing Company, as well any other natural person whose personal data will be processed for the necessary checks of law, in order to participate in the aforementioned procedure.

2. HOLDER OF THE TREATMENT

The data controller is the Institute for Environmental Protection and Research (ISPRA), a national public research body subject to the supervision of the Minister of the Environment and the Protection of the Territory and the Sea, with registered office in Via Vitaliano Brancati, 48 - 00144 Rome. You can contact the Data Controller by writing to the address above or by sending an e-mail to the following email electronic address: urp.ispra@ispra.legalmail.it, or, by contacting the switchboard: +30 06 50071.

3. RESPONSIBLE FOR DATA PROTECTION

The Data Protection Officer is the subject, designated by ISPRA, who can be contacted for all matters relating to the processing of your personal data and for the exercise of related rights in the following ways:

- by post, by sending a registered letter with return receipt to the address: ISPRA - Via Vitaliano Brancati, 48 - 00144 Rome - at the attention of the Head of the Protection of Personal Data;
- by Pec, at the institutional address: protocol.ispra@ispra.legalmail.it and, for knowledge, at the e-mail address: rp@isprambiente.it, attaching the specific request, or, the completed form that can be downloaded on the institutional website, in the Privacy section at following link:

http://www.isprambiente.gov.it/files2018/privacy/MODELLO_esercizio_diritti_in_materia_di_protezione_dati_personali_SM.pdf

4. LEGAL BASIS OF THE TREATMENT

According to the art. 6 of the EU Regulation, the conditions of lawfulness for the treatment of Your personal data are as follows:

- the processing of data is necessary for the execution of a contract in which the interested party is part or the execution of pre-contractual measures (Article 6, paragraph 1, letter b of the GDPR);
- processing is necessary to fulfill one (or more) legal obligations to which it is subject the Data Controller (art. 6, paragraph 1, letter c of the GDPR). The legal obligations are those related to this procedure of choosing the contractor and indicated in the present tender / invitation specification and in the documentation attached to it, with particular reference to the obligations pursuant to Legislative Decree 18 April 2016 n. 50 and s.m.i .;
- processing is necessary for the performance of a task in the public interest or connected to the exercise of public authority vested in the Data Controller (art. 6, paragraph 1, letter e of the GDPR) and, in particular, the tasks referred to in art. 40 of the Legislative Decree 18 April 2016 n. 50 and s.m.i. (obligation to use the media in carrying out award procedures).

5. TYPES OF DATA PROCESSED AND PURPOSE OF TREATMENT

The personal data processed will be common data contained in the application form to the tender and in the documents attached to it, as well as special categories of data pursuant to of article 10 of the GDPR (judicial data and relative to criminal convictions of the competitor). These data are necessary to carry out the legal verifications related to the integrity requirements (criminal records and pending charges), which the law identifies as grounds for exclusion from the procedure (art. 80 of Legislative Decree 18 April 2016 n. 50 and s.m.i.), as well as other requirements of a general nature, of a technical-professional and economic-financial nature (arts.81-90 of Legislative Decree 18 April 2016 n. 50 and s.m.i.). The provision of such data is necessary in order to verify the participation requirements to this tender / assignment procedure, as well as for the purpose of carrying out the same; their failure to indicate and / or grant, therefore, precluding such checks, will result in exclusion from the procedure.

6. METHOD OF TREATMENT

ISPRA, as data controller, collects your personal data directly, through the acquisition of your application for participation in this procedure contractor's choice. The processing of your personal data is carried out, both on paper and electronically, by means of the following activities: collection, registration, organization, structuring, conservation, consultation, adaptation or modification, use, communication, extraction, comparison, interconnection, limitation, cancellation and destruction of data.

In any case, we treat your personal data in compliance with the principles of lawfulness and fairness of the art. 5 of the GDPR and we always operate in such a way as to guarantee confidentiality and information security. We also undertake to ensure that the information and data collected and used are adequate, relevant and limited to what is necessary with respect to the purpose of treatment above described, and that your personal data are treated in a way that guarantees the security of themselves, also through adequate and effective technical and organizational measures implemented by the Data Controller, in compliance with the principle of accountability (so-called Accountability) prescribed by the new EU Regulation, which avoid the risk of loss, not access authorized, unlawful use and dissemination thereof.

7. RECIPIENTS OF DATA

The personal data collected as a result of this procedure are processed by the staff internal and / or collaborators of ISPRA, n.q. of Contracting Administration, previously authorized and instructed by the Institute regarding the purposes and methods of processing, and could possibly be communicated to third parties for the fulfillment of the obligations of laws related to the procedure.

In particular, the subjects or categories of subjects (natural persons or legal persons, Control Authority) to which your data will be or could be communicated are:

- a) the National Anti-Corruption Authority (ANAC);
- b) the Judicial Authority;
- c) the competitors participating in the public tender;
- d) any other person who has an interest pursuant to Law no. 241/1990 and s.m.i .;
- e) the interested parties pursuant to art. 80 of Legislative Decree no. 50/2016.

8. RIGHTS OF INTERESTED PARTIES

The participants in this procedure, as data subjects, "Interested", have the right to obtain from Ispra, in the foreseen cases: access to personal data, rectification, the cancellation of the same or the limitation of the treatment that concerns them or to oppose them to processing (articles 15 and following of EU Regulation 2016/679). The specific application for the exercise of the rights related to the processing of personal data is presented to Head of data protection at the Institute, according to the procedures referred to in paragraph 3 of this Information.

The exercise of rights as interested parties is free of charge pursuant to article 12 of the EU Regulation, except in cases of manifestly unfounded or excessive requests to which paragraph 5 of the same article applies.

Participants who believe that the processing of personal data referring to them takes place in violation of the provisions of the Regulations have the right to lodge a complaint to the Guarantor Authority, as required by art. 77 of the Regulation itself, or to refer to the appropriate courts (art. 79 of the GDPR).

Digital signature
for acknowledgment