








## PRIVACY POLICY

### GOVERNANCE BODIES



<p><b>DATA CONTROLLER</b></p>  <p>Università Commerciale Luigi Bocconi Via Sarfatti, 25 Milan</p>	<p><b>DATA PROTECTION OFFICER</b></p>  <p><a href="mailto:dpo@unibocconi.it">dpo@unibocconi.it</a></p>	<p><b>PURPOSE OF PROCESSING</b></p>  <p>Enable the University to carry out the activities resulting from the assignment</p>
<p><b>LEGAL BASIS</b></p>  <p>Performance of a contract, fulfilment of legal obligations</p>	<p><b>DATA TRANSMISSION TO THIRD PARTIES</b></p>  <p>Personal data will be processed by entities designated pursuant to Articles 28 and 29 of the GDPR</p>	<p><b>TERRITORIAL SCOPE</b></p>  <p>Personal data will not be transferred outside the territory of the EU</p>
<div data-bbox="715 1400 880 1563">  </div> <p>For full information click here</p>		

We would like to inform you that your personal data will be processed in compliance with the legislation on the protection of personal data (EU Regulation 2016/679, "GDPR"), and D. Legislative Decree 196/2003 and ss.mm.ii. ("Privacy Code").

### 1. Data controller

The Data Controller is the Università Commerciale Luigi Bocconi, with registered office in Via Sarfatti 25, 20100 Milano (MI).

### 2. Data Protection Officer

Bocconi has appointed a *Data Protection Officer* (hereinafter DPO) who can be reached at the following mailbox: [dpo@unibocconi.it](mailto:dpo@unibocconi.it)

### 3. Processing of personal data

PURPOSE OF PROCESSING	LEGAL BASIS	PERSONAL DATA PROCESSED	RETENTION PERIOD
A) Establishment and management of the office of members of the institutional governance bodies of Università Bocconi and performance of the legal relationship deriving from such office within the scope of the body's operations	Performance of a contract to which the data subject is party (Art. 6(b) GDPR)	<ul style="list-style-type: none"> <li>• personal details</li> <li>• tax code</li> <li>• <i>curriculum vitae</i></li> <li>• role assumed</li> </ul>	<ul style="list-style-type: none"> <li>• Due to the nature of the institution, the minutes of the BoD/CE also have a historical function, so they are preserved forever.</li> <li>• For detailed personal data of individual members of bodies, the retention period is 10 years</li> </ul>
B) Fulfilment of administrative, regulatory, social security, tax, institutional obligations	Fulfilment of legal obligations (Art. 6(c) GDPR);	<ul style="list-style-type: none"> <li>• personal details</li> <li>• tax code</li> <li>• compensation</li> <li>• personal data of family members and/or cohabitants if required by law</li> </ul>	The data will be kept for 10 years
C) Convocation and management documentation of the meetings of the Board of	Fulfilment of legal obligations	<ul style="list-style-type: none"> <li>• first name and surname</li> </ul>	The data will be kept for 10 years



Administration (BoD), the Executive Committee (EC), the Board of Auditors, any other committees and the Supervisory Board (SB)	(Art. 6(c) GDPR);	• email address	
D) Invitations to events organised by the University	Legitimate interest of the Controller (Art. 6(f) GDPR);	• first name and surname • email address	• for the duration of the assignment
E) Publication and dissemination of common data on the University website (e.g. name, surname, office).	Fulfilment of legal obligations (Art. 6(c) GDPR);	• first name and surname • office	• 10 years

#### 4. Methods of data processing

Personal data are processed by manual, computerised and telematic means in accordance with the stated purposes, in such a way as to guarantee the security and confidentiality of the data, in addition to compliance with the specific obligations laid down by law.

No automated decision-making processes will be used during the processing operations.

#### 5. Recipients of personal data

For the pursuit of the above-mentioned purposes, the personal data collected may be communicated to

- a) internal units within the University. Personal data will be processed by authorised personnel, pursuant to Article 29 of the GDPR and Article 2-*quaterdecies* of the Privacy Code.

In detail, the directorates involved are:

- Secretariat of the Board of Directors and its Committees
- International Advisory Council Secretariat
- Secretariat of the Supervisory Board
- Legal Affairs
- Corporate Marketing and Communication
- Administration and Finance
- Planning, Valuation and Control

- b) third companies appointed as Data Processors, pursuant to Article 28 of the GDPR. In detail, the companies that have been appointed are:

- Aci Blue Team
- Dilitrust
- Effedesign
- Initiative s.r.l.



In any event, the data subject may request further information by writing to the DPO at the addresses indicated in section 2.

## **6. Data transfer outside the EU**

The personal data collected will not be transferred to third countries outside the EU or international organisations; it will only be processed in Italy. Should they be transferred outside the European Union, the Data Controller guarantees the application of the institutes set forth in Articles 44 et seq. of the GDPR-.

## **7. The rights of the data subject**

You have the right to exercise the rights recognised by the legislation at any time, pursuant to Articles 15-22 of the GDPR. In particular, as a data subject, you have:

- a. confirmation as to whether or not personal data are being processed and access to the data and the following information: purpose of processing, categories of personal data, recipients and/or categories of recipients, storage period;
- b. rectification of inaccurate personal data and/or supplementation of incomplete data, including by providing a supplementary declaration;
- c. cancellation, in the cases provided for by the GDPR;
- d. the restriction of processing in the cases provided for by the privacy legislation in force;
- e. data portability and, in particular, the possibility of requesting the direct transmission of processed personal data to another data controller;
- f. revocation of any consent given, without prejudice to the lawfulness of processing based on consent before revocation;
- g. opposition, at any time, to the processing, pursuant to Article 21 of the GDPR.

Without prejudice to any other administrative or jurisdictional recourse, you also have the right to lodge a complaint (Art. 77 GDPR) with the Privacy Authority ([www.garanteprivacy.it](http://www.garanteprivacy.it)), if you consider that the processing concerning you violates the regulations in force on the protection of personal data.

In order to exercise all the above-mentioned rights, you may contact the Controller or the DPO in writing at the above-mentioned addresses.

