**Information on the Processing of Personal Data for FERS School**

The Euro-Mediterranean Center on Climate Change Foundation (hereinafter referred to as the "Foundation") would like to inform you, as the data subject, that, pursuant to the provisions of EU Regulation No. 2016/679 of the European Parliament and of the Council of 27 April 2016 on the "*protection of individuals with regard to the processing of personal data and on the free movement of such data*", as well as national legislation on the processing of personal data, the Data Controller is subject to a number of obligations. In this regard, the Foundation, as the Data Controller, is required to provide you with certain information regarding the methods and purposes of the processing of your personal data, which may come into its possession during the selection of candidates for possible collaboration.

1. **Data Controller and Data Protection Officer**

The Data Controller of personal data is the Euro-Mediterranean Center on Climate Change Foundation, with registered office in Lecce (LE) - 73100, via Marco Biagi, 5, email: privacy@cmcc.it, certified email: cmcc@pec.cmcc.it, and telephone number: +39 0832 1902411. Any requests for clarification regarding the processing of data or to exercise the rights recognized by the Regulation or to obtain clarifications can be submitted through the aforementioned channels.

The Data Controller has appointed Avv. Andrea Lisi as Data Protection Officer, whose contact information are dpo@cmcc.it and +39 0832256065.

1. **Data subject to processing**

The Data Controller processes the personal data provided by participants in the course "*Law, Finance, and Litigation: addressing climate change risks in Europe*" organized by the Foundation through the Future Earth Research School (FERS).

The processing concerns the following categories of data:

* Identification and contact data (name and surname, email address, date of birth, phone number, residential address, nationality);
* Other data and information contained in the application and the curriculum vitae.

The information contained in the curriculum vitae and the motivational letter transmitted may also include special categories of personal data, as defined in Art. 9 of Regulation (EU) 679/2016 (GDPR), such as:

* data revealing racial or ethnic origin;
* data revealing trade union membership;
* data concerning health or a person's sexual orientation.

During the course, we may also acquire photos and videos to publish on relevant social channels.

1. **Nature of the provision and source of personal data**

The provision of data is optional and is at the discretion of the data subject to submit their application. However, failure to provide the requested data may result in the Data Controller's inability to evaluate the candidate's application.

1. **Purposes and legal basis of the processing**

Personal data is collected and processed to follow up on the request of the Data Subject and, more precisely, to verify the prerequisites for employment and/or the start of a collaboration. The legal basis for the processing is, therefore, constituted by the execution of pre-contractual measures taken at the request of the interested party, pursuant to Article 6, paragraph 1, letter b) of Regulation (EU) 679/2016 (GDPR).

Regarding the data belonging to special categories that may be provided, the legal basis for the processing is constituted by the consent of the data subject pursuant to Article 9, paragraph 2, letter a) of Regulation (EU) 679/2016 (GDPR).

Finally, the use of the image and/or voice of the data subjects during the recordings is based on the pursuit of the legitimate interest of the Foundation in disseminating scientific research, in line with its statutory objectives, pursuant to Article 6, paragraph 1, letter f) of the GDPR.

1. **Processing methods**

The processing will be carried out using computer or paper-based tools, including by authorized personnel who operate under the direct authority and according to the instructions given by the Data Controller, with logic strictly related to the aforementioned purposes and in a manner that ensures the security and confidentiality of the data. No automated decision-making processes will be used for data processing. Specific security measures are adopted to minimize the risks of destruction or accidental loss of the processed data, unauthorized access, or processing that is not permitted or compliant with the purposes indicated in this notice.

1. **Recipients of personal data**

Within the limits provided by current legislation and the purposes mentioned above, your personal data may be communicated to all those subjects whose knowledge is essential for the performance of the services provided by the Data Controller, and in particular to the collaborators and employees of the Data Controller specifically authorized within the scope of their duties.

1. **Transfer of personal data to third countries**

The personal data of the Data Subjects will not generally be transferred to countries or international organizations outside the territory of the European Union, nor does CMCC intend to transfer the personal data of the Data Subjects to third countries. However, it should be noted that CMCC uses various ICT platforms and services for document management and both internal and external communications. The companies that provide such ICT platforms and services, or activities related to their use, such as assistance activities, storage services, and complementary or ancillary services, may therefore have access to the personal data of the Data Subjects in order to provide their respective services.

Data Subjects are informed that the use of such ICT platforms and services by CMCC may result in (but not necessarily) the transfer of personal data to countries or international organizations outside the EU, for which the Commission has not adopted an adequacy decision pursuant to Article 45 of the GDPR. However, such transfers will take place in compliance with the provisions of Chapter V "Transfers of personal data to third countries or international organizations" of the GDPR. CMCC selects such providers based on the guarantees offered in terms of security and protection of the personal data processed.

1. **Retention of personal data**

The personal data of the candidates will be retained by the Data Controller for no more than 12 months from their collection and in any case for the period necessary to achieve the purposes for which they are collected and processed, or within the time limits provided by laws, rules, and regulations to which the Foundation is subject (e.g., accounting and tax regulations, etc.).

1. **Rights of the data subject**

In accordance with current legislation, each data subject has the right to access their personal data, request its rectification, updating, or erasure, or request the restriction of processing if the data is incomplete, inaccurate, unlawfully collected, or no longer necessary for the purposes. The data subject also has the right to object to the processing for legitimate reasons or to request data portability. In particular, the data subject has the right to obtain confirmation of the existence or non-existence of personal data concerning them, even if not yet recorded, and their communication in an intelligible form. The data subject also has the right to obtain information regarding:

* The purposes and methods of the processing;
* The logic applied in case of processing carried out with the aid of electronic tools;
* The identification details of the Data Controller, Data Processors, and the individuals or categories of individuals to whom the personal data may be communicated or who may become aware of it as authorized processors. The data subject has the right to obtain:
* The updating, rectification, or integration of their data;
* The erasure, anonymization, or blocking of data processed unlawfully, including data that does not need to be stored in relation to the purposes of the processing;
* The restriction of processing in the cases provided for in Article 18 of the GDPR;
* The notification that the operations mentioned above have been brought to the attention of those to whom the data has been communicated or disclosed unless this proves impossible or involves a disproportionate effort compared to the protected right;
* The transmission of data concerning them, provided to the Data Controller and processed based on the data subject's consent, in a structured, commonly used, and machine-readable format. Pursuant to Article 20 of the GDPR, the data subject also has the right to transmit such data to another data controller without hindrance, where technically feasible, and to obtain direct transmission of personal data from one data controller to another. The data subject has the right to revoke their consent at any time if the processing is based on consent (pursuant to Article 7(3) of the GDPR). The data subject has the right to object, in whole or in part:
* For legitimate reasons, to the processing of personal data concerning them, even if relevant to the purpose of the collection;
* To the processing of personal data concerning them for the purpose of sending advertising materials or direct sales or for carrying out market research or commercial communication;
* To automated decision-making processes that significantly affect them. Without prejudice to any other administrative or judicial remedy, the data subject has the right to lodge a complaint with a supervisory authority, in particular in the Member State where they habitually reside, work, or where the alleged violation occurred.
1. **Exercise of rights**

To exercise these rights, data subjects can send an email to privacy@cmcc.it. The data subject may avail themselves of non-profit organizations, bodies, or associations with public interest objectives that are active in the field of protecting the rights and freedoms of data subjects concerning the protection of personal data, by giving an appropriate mandate for this purpose. The data subject may also be assisted by a trusted person. Further information on the purposes and methods of personal data processing can be obtained by writing to the address: privacy@cmcc.it. To learn about their rights and stay updated on the legislation regarding the protection of individuals with regard to the processing of personal data, the data subject can contact the Data Protection Authority and consult the website at [www.garanteprivacy.it](http://www.garanteprivacy.it/).

**Authorization for the use of image and voice (Art. 10 of the Italian Civil Code and Articles 96 and 97 of Law No. 633/1941)**

(place), (date)

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**Considering that**

* The CMCC Foundation, through the FERS School, organizes the course "Law, Finance, and Litigation: addressing climate change risks in Europe";
* The course will take place from October 7, 2024, to October 18, 2024, in Bertinoro (FC);
* During the course, photographs and recordings may be taken;
* Such photographs, video, or audio recordings will be publicly disclosed on the CMCC Foundation's website and/or its social channels to document and promote the institutional activities of the Foundation;
* I will participate as a Lecturer/Student in the course mentioned above;

**I authorize**

the CMCC Foundation to reproduce, display, and disseminate my image and/or voice, by any means and in any form and mode of representation, for the purposes described above, in any photograph, video, or audio recording made during the course "Law, Finance, and Litigation: addressing climate change risks in Europe."

**It is understood that**

* The use of my image and/or voice in a way that damages my honor, reputation, and dignity is not authorized. I also declare
* That the authorization for the use of my image and/or voice, in such photographs, video, or audio recordings, is to be considered free of charge;
* That this authorization is granted without any time limit, except for the revocation of consent. The revocation of consent does not affect the lawfulness of the use of my image and/or voice based on the consent before its revocation.

Signature