



## EUROPEAN PRIVACY DISCLAIMER

art. 13 of EU Regulation 2016/679

Pursuant to art. 13 of Decree 196/2003 (hereinafter know as "Privacy Code") and art. 13 of EU Regulation no. 2016/679 (hereinafter know as "GDPR 2016/679"), We wish to inform you the data you provided will be processed by FIDI in the compliance with the provisions in compliance with the EU regulation according to principles of lawfulness, transparency and scope to insure retention of data with accuracy, integrity and confidentiality.

**DATA HOLDER:** The Data holder is defined as FLORENCE INSTITUTE OF DESIGN INTL. S.R.L or 'FIDI'., Vat-ID IT-05809980484 Email: florence-institute@pec.it. **PERSONAL DATA PROCESSED.** The subject /person submitting the data must be over 18 years of age. The data being processed are: name and surname, date/ place of birth, residence, tax code, landline or mobile telephone numbers, e-mail address & academic history.

**PURPOSE :** The personal data you provide are processed for purposes of: A) Contracts/registrations for the services and/or products provided by FIDI and fulfill the request of the interested party to purchase a service; B) Fulfill and implement the tax obligations deriving from educational services; C) Respond to requests for assistance or information, which we will receive by e-mail or telephone. We inform you that phone calls will not be recorded. Fulfill the obligations established by law, regulation, community legislation or by an order of the Authority. Acceptance of provisions of personal data for points A to D are mandatory and in their absence we will not be able to provide our services.

**METHODS OF DATA STORAGE.** The treatment will be carried out in an automated, electronic and/or manual form, in compliance with the provisions of art. 32 of the GDPR 2016/679 by persons specifically appointed and in compliance with the provisions of art. 29 GDPR 2016/679. In compliance with the principles of lawfulness, purpose limitation and data minimization, your personal data will be kept for the period of time necessary to achieve the purposes for which they are collected and processed up to the terms of the law or 10 years from the termination of the relationship in the case of administrative data.

The data storage does not adopt any automated decision-making process, including profiling, pursuant to article 22, paragraphs 1 and 4, of EU Regulation no. 679/2016. Transfer of personal data The data processed directly by the Data Controller will not be transferred to third parties or to countries outside the EU. Personal data is stored on servers and/or in the archives at the company headquarters in VIA BORGO OGNISSANTI N.2/9.

**RIGHTS OF THE INTERESTED PARTY.** As an interested party in the processing of personal data, you can exercise the rights provided for by the aforementioned EU Regulation 679/2016 and, in particular: 1) Receive confirmation of the existence of the data and access their content

(access rights, Article 15); 2) update, modify and/or correct the data (right of rectification, art, 16); 3) Requesting the cancellation of data processed in violation of the law, including data whose retention is unnecessary for the purposes for which the data were collected or otherwise processed (right to be forgotten, art. 17); 4) Request/refuse the limitation of the processing of the data processed, where the foreseen circumstances occur (right of limitation of the processing, art 18); 5) File a complaint to the supervisory authority (Garantor for the protection of personal data [www.garanteprivacy.it](http://www.garanteprivacy.it)) in the event of a violation protection of data (right to lodge a complaint with the supervisory authority, art. 77); 6) Request to receive an electronic copy of the data concerning you as an interested party, in the context of the contract and request that such data be transmitted to another data controller (right to data portability, art, 20); The interested party can exercise their rights with a written request or by registered mail sent to FLORENCE INSTITUTE OF DESIGN INT. SRL via GIOVANNI MILTON N.53, FI or email at PEC: [florence-institute@pec.it](mailto:florence-institute@pec.it)