



**INFORMATION ON THE PROCESSING OF PERSONAL DATA
RELATED TO COMPLETING THE "CONTACTS" FORM**

This information integrates the navigation policy of the website, with the aim of illustrating how the Data Controller will specifically treat the data entered in this form: we therefore invite you to read the information relating to navigation.

Identity and contact details of the Data Controller

Fondazione Venezia Servizi alla Persona, hereinafter also “Fondazione Venezia” or “Owner”, with registered office in Venezia Mestre (VE), via Rampa Cavalcavia n. 9, contactable at the e-mail address info@fondazioneveneziaservizi.it, at the PEC address pec@pec.fondazioneveneziaservizi.it or at the telephone number 0413039211.

Contact details of the Data Protection Officer

The Data Protection Officer can be contacted at the following address: dpo@fondazioneveneziaservizi.it.

Purposes and legal bases

- A. **Management of requests for information:** personal data are processed for all needs related to processing requests for information and/or quotes.
- B. **Defensive purposes:** the Data Controller may need to process personal data for the management of out-of-court or judicial disputes and disputes.

Purpose	Legal basis (common data)	Legal basis (particular data)
	Execution of pre-contractual measures; Legitimate interest of the Data Controller in responding to requests received.	/
	Legitimate interest of the Owner to ascertain, exercise or defend a right.	Establish, exercise or defend a right.

Retention period

Purpose	Storage time
	Time necessary to process the requests received and subsequent discussions (approximately 6 months from receipt of the data).
	10 years from the final resolution of the dispute.

Nature of the provision and consequences in case of refusal

Purpose	Nature	Consequences
	Necessary	Inability to receive the requested information.
	Necessary	Inability to manage the dispute.

Communication scope

The data is processed by internal staff authorized for specific tasks and is communicated externally based on the following rules.

Purpose	Categories of external recipients
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Law firms; Judicial authority.

Since the data is also processed with IT tools, it may also be visible to those who carry out assistance/maintenance on these systems.

Data transfer to a third country or an international organization

The site is hosted on external infrastructure located in the United Kingdom; the transfer of data is lawful as the European Commission has established that the destination country has adequate privacy legislation; in addition to this, the Data Controller does not transfer personal data outside the European Economic Area.

Rights of interested parties

The subject to whom the personal data refers is granted the following rights:

Access: it is possible to find out whether your personal data is being processed and, if so, to obtain and request a copy of it.

Rectification: it is possible to request the updating of your personal data, their correction (if inaccurate) and the integration of incomplete data.

Cancellation: it is possible to obtain the cancellation of your personal data if certain conditions are met (for further information contact the Data Controller).

Limitation: it is possible to request that the data be marked, so as to limit its processing in the future, if certain conditions are met (for further information contact the Data Controller).

Opposition: it is possible to object to the processing of personal data, for reasons related to your particular situation, where the processing is based on legitimate interest or is necessary for the execution of a task of public interest or connected to the exercise of public powers referred to the Owner is invested.

Portability: it is possible to receive the personal data provided to the Data Controller in a structured format and to transmit it to another data controller if the processing is based on consent or contract and is carried out by automated means.

Revocation of consent: it is possible to revoke consent for the purposes that required it, without prejudice to the lawfulness of the processing carried out up to that point.

Purpose	Exercisable right						
	Access	Rectification	Deletion	Limitation	Opposition	Portability	Revoke consent
	X	X	X	X	X		
	X	X	X	X	X		

To exercise the above rights you can use the form available at the link <https://www.garanteprivacy.it/web/guest/home/docweb/-/docweb-display/docweb/1089924> and forward it to the following address: info@fondazioneveneziaservizi.it. The interested party may request from the same address to obtain further details in relation to the above information (e.g. legitimate interest balancing test or the list of data controllers).

It is possible to lodge a complaint with a Supervisory Authority: for Italy, the Guarantor Authority for the Protection of Personal Data (www.garanteprivacy.it).