



**Subject: Notice regarding the processing and disclosure of personal data pursuant to Art. 13 of D. Lgs. 196/2003 (Italian Privacy Act)**

**Whereas**

1) Due to the relations established and in the course of conducting such relations, our company collects and processes your personal data, which may also include images, films/videos, and photos of your person;

2) For clarity we hereby specify the following definitions provided by D. Lgs. 196/2003 (Privacy Act):

**Processing:** any operation carried out with or without the help of electronic means, concerning the collection, recording, organization, keeping, elaboration, modification, selection, retrieval, comparison, utilization, interconnection, blocking, communication, dissemination, erasure and destruction of data;

**Personal data:** any information relating to natural or legal persons, bodies or associations that are or can be identified, even indirectly, by reference to any other information including a personal identification number;

In consideration of the foregoing and pursuant to Article 13 of D. Lgs. 196/2003 (Privacy Act),

**We hereby inform you**

that the collection and processing of your personal data may be carried out by the undersigned company in compliance with the following:

- a) **purpose:** the data shall be processed for the correct performance of the accounting, fiscal, commercial, and technical obligations and for all the company activities in general related to the existing relationship; images, films/videos, and photos may be used, following your specific and explicit consent, for the production of: pages of our website, our web pages present on various social networks (e.g. Facebook), films/videos, publications and CDs/DVDs having an educational and/or commercial purpose, as well as for the production of newsletters, posters, brochures and similar purposes;
- b) **method:** the data shall be processed using both paper and electronic/computerized/telematic/audiovisual instruments/supports and similar, in full compliance with the legal regulations, according to principles of lawfulness and honesty and in such a way as to fully protect your privacy;
- c) **optional provision:** your provision of your personal data, as well as the consent to the use and dissemination of such data, is optional and not obligatory;
- d) **consequences of refusal:** refusal to provide the data or integral opposition to the processing of such data shall in certain cases lead to the impossibility, regretfully, for you to participate in the event for which you are registered; refusal of the dissemination of images, films/videos and photos shall not lead to any consequence for your person or the existing relationships with the undersigned;
- e) **entities or categories of entities to which the data may be communicated or disseminated:** the data may be communicated to entities outside Reggio Children - Loris Malaguzzi Centre Foundation such as the Municipality of Reggio Emilia, the Infant-toddler Centers and Preschools *Istituzione* and/or controlled/controlling and related companies or entities, accounting firms, banks, trade associations, graphic design studios, photographers, filmmakers, etc. who work with our company; images and photos of your person may be disseminated, following your specific and explicit consent, on the occasion of exhibitions, conferences, trade shows and other events, production of brochures, posters, and newsletters, creation of company films/videos, publications and CDs/DVDs having educational and/or commercial purposes, publication of articles in newspapers and magazines, creation of our web pages on various social networks (e.g. Facebook) or pages of the Reggio Children website, etc.;
- f) **responsible persons and company roles engaged in the processing:** the data shall be processed exclusively by the persons in charge of the offices of our company;
- g) **rights of the interested party:** the interested party retains all the rights granted by Art. 7, to which reference should be made for complete information;
- h) **holder:** holder of the processing is Reggio Children - Loris Malaguzzi Centre Foundation, with registered office in Reggio Emilia, Via Bligny n. 1/A, in the person of the legal representative pro tempore;
- i) **controller:** the controller responsible for communication with the interested party is Dr. Juri Torreggiani, with office located in Reggio Emilia, Via Piccard n. 16/G, tel. 0522 30.11.69, fax 0522 38.79.96. Any request for clarification or information may be directed to the controller; the complete and constantly updated list of the controllers may be found and consulted on the company website.



This present notice may be integrated, orally or in writing, with further elements and indications, to better satisfy your requirements in regard to Privacy and to account for further development of the regulations.

Dated 15/02/17

Holder of the processing

Reggio Children - Loris Malaguzzi Centre Foundation

**Consent to the dissemination of data, issued to Reggio Children - Loris Malaguzzi Centre Foundation  
pursuant to Art. 23 D. Lgs. 196/2003**

**Consent granted directly by the interested party:**

The undersigned Mr./Mrs. \_\_\_\_\_, whereas said undersigned: 1. has prior to now received the notice pursuant to Art. 13 of D. Lgs. 196/2003 (Privacy Act) and carefully read and understood such notice in all its parts; 2. is fully aware of his/her rights pursuant to Art. 7 of D. Lgs. 196/2003 (Privacy Act); 3. acts in complete freedom and without any conditioning and/or psychological pressure;

In consideration of the foregoing

**hereby expresses full consent**

to the collection and processing of his/her common and sensitive personal data necessary for the purposes as per the above-mentioned notice.

Date \_\_\_\_\_

Signature of the user \_\_\_\_\_

The undersigned

**also gives full, specific, and explicit consent to the dissemination**

of images, films/videos, and photos of his/her person, for the purposes and with the methods as per the above-mentioned notice.

Data \_\_\_\_\_

Signature of the user \_\_\_\_\_

**The undersigned hereby declares that authorization for the dissemination of images, films/videos, and photos of his/her person and/or of his son/daughter and/or ward, for the purposes and with the methods as per the above-mentioned notice, is granted free of charge and as of now and irrevocably abandons any claim.**

Data \_\_\_\_\_

Signature of the user \_\_\_\_\_