



Information Notice pursuant to Art. 13 of EU Regulation No. 2016/679 on the protection of personal data

European Regulation No. EU/2016/679 (herein after the "Regulation") sets down the rules regarding the protection of natural persons with regard to the processing of personal data.

The processing of your personal data shall be based on compliance with the regulations relating to the protection of personal data and, in detail, with the principles of lawfulness, fairness and transparency as indicated in Art. 5 of the Regulation.

Centro Multilingue (Multilingual Centre) of Bolzano and Mediateca Multilingue (Multimedia Language Centre) of Merano are present in the electronic catalogue "Explora-Biblioteche dell'Alto Adige" that allows users access to the books/media via single registration using the 'tessera sanitaria' (healthcare card) as well as access to the digital content supplied by the "Biblioweb" platform.

The Data Controller is the Autonomous Province of Bolzano.

The Data Processor is the Director of the 'Ufficio Bilinguismo e Lingue straniere' (Bilingualism and Foreign Languages) office.

The Data Protection Officer (DPO) is the 'Ufficio Organizzazione' (Organisation Office) of the Autonomous Province of Bolzano, Palazzo 1, Piazza Silvius Magnago 1, 39100 Bolzano; Email: rpd@provincia.bz.it ; PEC: rpd_dsb@pec.prov.bz.it.

1. Category of personal data

The personal data processed belong to the 'common data' category and therefore are not sensitive data

2. Processing purposes

The data supplied shall be processed by authorised personnel even with electronic means, with logics designed to guarantee the confidentiality, integrity and availability of the data, and will be used for the library service, more specifically for registration, lending and statistic purposes, as well as for being processed in view of any notifications.

Only personal data functional to the execution of the services offered shall be used.

The supply of data allows the data subject to use the library. In the case of refusal to supply the requested data, the correct execution of the services requested will not be possible

3. Storage

The data supplied will be used via electronic and telematic means only for the purpose of providing the service requested and will be stored until their deletion is requested.

4. Data communication and disclosure (categories of recipients)

The data may be communicated - for the purpose of service execution - to other subjects that provide support and maintenance services for the computer systems, such as:

- Informatica Alto Adige (SIAG): it runs the central server for the library management program Aleph 500 and is in charge of the technical support;
- ExLibris company: it runs and provides technical support for the library management software Aleph 500 and for the web catalogue "Explora";
- Horizons Unlimited: it provides the access, consultation and assistance service for the "Biblioweb" platform;
- One-etere company: it runs the sending of prompting and communication messages to the library users via SMS.

5. Transfer of data

In the event of transfer of personal data to non-EU Countries, the transfer is guaranteed by the external Data Processor who must make sure that the Countries in question are acknowledged by the European Commission as being capable of providing the appropriate safeguards in compliance with the provisions of the Regulation.

6. Automated decision-making processes and profiling

Data processing is not based on an automated decision-making process, profiling included.

7. Rights of the data subject

Based on current provisions, the data subject has the right to access his/her data at any time; should he/she think they are incorrect or incomplete, the data subject can ask for their rectification or completion. Similarly, he/she can ask for their erasure or restriction of processing. The Library shall be held harmless if the service cannot be performed correctly as a result of the data subject exercising his right in this regard. Should the library have issues pending towards the data subject (such as the loss of media, or return prompts, for example), it may keep the personal data on file until the issues are solved. The application form is available on page <http://www.provincia.bz.it/it/amministrazione-trasparente/dati-ulteriori.asp> and must be sent to the office indicated there.

8. Remedies

Should there be no reply within 30 days from the submission of the application, unless there is a motivated extension of the term to 60 days due to the complexity or excessive number of applications, the data subject may lodge a complaint with the Supervisory Authority (Garante) or start an action with the jurisdictional authorities.