

# **Privacy Policy**

In this Privacy Policy we inform you about the ways that Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio collects and processes your personal and non-personal information when you visit this website, as well as about the security measures adopted by Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio to protect collected data.

This Privacy Policy is compliant with the provision of Legislative Decree n. 196 of 30 June 2003 (Italian Data Protection code). By visiting this site, you consent to the collection and process of your personal information as described in this Privacy Policy.

Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio reserves the right to modify the terms and conditions of this Privacy Policy at any time, and such modifications shall be deemed effective and, therefore, accepted by you upon posting of the modified Privacy Policy on this page of our website. We kindly recommend that you review this Privacy Policy periodically to be aware of such modifications.

### **Collecting and Using Information**

When you visit and use this website, information is collected from you automatically through the use of "cookies." Nevertheless, no visitors' personal data are collected from this website through the use of cookies: cookies are small data files that contain a unique identification number stored on your computer. Our website sends cookies to your computer's browser to allow us to understand who is coming to our site for the first time or is a returning visitor. Cookies are only used to record preferences and choices of the visitors. This information helps us to customize the delivery of our website content and make our website more useful to our visitors. The information collected through cookies typically is stored only for the length of time that you are connected to this website. Certain information, however, may in some instances be stored in an encrypted cookie that lasts longer than the duration of the visit to this website.

The use of cookies is common on the Internet and many Web browsers are initially configured to accept cookies automatically. If you would prefer not to accept cookies, you can set your Web browser either to notify you when your computer is receiving a cookie or to refuse cookies automatically. To readjust your Web browser's cookie options, please refer to the instruction documentation of your particular browser, or seek online assistance.

#### **Types of Data collected**

No visitors' personal information is collected during connection with our website, unless such information is directly provided to us by the visitor, when voluntarily contacting us via email. Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio will use this personal information to process your request and, when applicable, respond to you. Before contacting us in this manner, visitors have to consent expressly to the collection and use of their personal information for purposes of responding to their request. If personal information is provided via email to apply for employment with Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio, you consent to the collection, use and retention for a reasonable period of time of

your personal information for the purposes of considering you for the possibility of present or future employment at Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio. Personal information may be disclosed to companies within and/or outside the Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio in accordance with the purposes of data collection. For more information, please visit section "Purposes and modalities of the processing".

#### **Protecting Information**

Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio protects all personal information we receive online with appropriate safeguards and security measures. The personal data are processed through technology tools for the time necessary to achieve the purpose behind their collection. However, by nature the Internet is not a secure medium and neither the privacy of your communications nor the visits to this website, can be absolutely protected from third parties' attacks. Accordingly, by visiting this website, you acknowledge and agree that Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio is not in a position to guarantee the visitors against third parties' violations or for facts out of its control.

## INFORMATION NOTICE RELATING TO DATA SUBJECT PURSUANT TO ARTICLE 13 OF LEGISLATIVE DECREE NO. 196 OF JUNE 30, 2003 ("Personal Data Protection Code")

A) Purposes and modalities of the processing

Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio informs that any personal data collected directly from any data subject through the access and use of this website, may be processed for the following purposes:

1) to comply with any obligation imposed by laws, regulations or EC legislation;

In respect to the above purpose, consent of the data subject for the processing is not required

2) for recruiting purposes

In respect to the above purpose, consent of the data subject for the processing is not required.

3) or market analysis and research, public relations or advertising of SSB services.

In respect of the above purposes, in case of personal data are voluntarily provided by the data subject, consent for the processing will be considered automatically given by the data subject.

The processing of data is carried out by manual and electronic means for reasons strictly related to the abovementioned purposes and, in each case, to guarantee the security and protection of the data.

B) Categories of Entities to which Data may be Communicated, or which may Receive Data in their Capacity as Data Processors

I. Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio may communicate personal data, without the prior consent of the data subject, to:

1) any entity to which personal data shall be communicated pursuant to law, regulation or special legislation;

2) any company owned by the Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio, or affiliated to it pursuant to Article 2359 of the Italian Civil Code, provided that the personal data is processed only for the purposes set forth under paragraph A) above, and that these entities have registered office within EU; with the consent of the data subject, to:

3) any company owned by Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio with registered office in a non-EU country, provided that the personal data is processed only for the purposes set forth under paragraph A) above;

4) any company with registered office in a non-EU country providing services in outsourcing in favour of Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio (for instance, to any recruiting company delegated by Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio etc.).

II. Any persons responsible for data processing within any of the following categories, may acquire knowledge of personal data as regards any data related to the performance of their duties:

employees of Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio;

temporary workers;

interns;

consultants.

C) Data Subject's Rights

A data subject shall have the right to obtain confirmation as to whether or not personal data concerning him exist, regardless of their being already recorded, and communication of such data in intelligible form. A data subject shall have also the right to be informed:

a) of the source of the personal data

b) of the purposes and methods of the processing;

c) of the logic applied to the processing, if the latter is carried out with the help of electronic means;

d) of the identification data concerning data controller, data processors and the representative designated as per Section 5(2);

e) of the entities or categories of entity to whom or which the personal data may be communicated and who or which may get to know said data in their capacity as designated representative(s) in the State's territory, data processor(s) or person(s) in charge of the processing.

## A data subject shall have the right to obtain

a) updating, rectification or, where interested therein, integration of the data;

b) erasure, anonymization or blocking of data that have been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed; c) certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected.

A data subject shall have the right to object, in whole or in part,

a) on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection;

b) to the processing of personal data concerning him/her, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market or commercial communication surveys.

In order to ask more information on the Privacy Policy of Museo di S. Eustorgio e Cappella Portinari - Parrocchia di S.Eustorgio or in order to assert one of the abovementioned rights, please send an email to <u>museo@museosanteustorgio.it</u>.

D) Data Collector Museo di S. Eustorgio e Cappella Portinari Parrocchia di S.Eustorgio Piazza S.Eustorgio 1-3 20122 - Milano, Italy Email: <u>museo@museosanteustorgio.it</u>