**REGISTRATION FORM**

**Final Dissemination Event I-Share LIFE Project**

**www.i-sharelife.eu**

**MEET WEB PLATFORM MODE**

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| **June 23rd, 2021** |
| Please return the form (No. 4 pages), **filled in per individual participant, by 18th May 2021**, to the e-mail address: **asstra@asstra.it** |
| **PARTICIPANT DATA** |
| Name: | Surname: |
| Company position: | Company: |
| City: | Country: |
| Mobile: | Email: |
| **PRIVACY** |
| **INFORMATION TO EVENT PARTICIPANTS AND SPEAKERS** **pursuant to art. 13 and 14 of EU Regulation No 679/2016 ("GDPR")** **About us****Asstra, Transport Association**, tax code 97210800583 and **Asstra Service S.r.l.** , tax code and VAT number 06326461008 both based in Piazza Cola di Rienzo, 80/A – Rome, hereafter jointly **the Co-owners,** signed a Co-ownership Agreement on 11 December 2019, with the aim of defining, pursuant to Article 26 of Regulation (EU) 2016/679 (hereafter, "**GDPR**"), the processing of data in a system of co-ownership for the purposes related to the administrative, organizational, accounting and promotional management of the related activities related to and related to conferences, in-depth meetings and training courses organized by the Co-owners themselves*(below, the "****Events****").*With this policy, the Co-Owners want to provide you with certain information regarding the processing of your personal data, as defined below on the occasion of your participation in the Events. 1. **WHAT PERSONAL DATA ABOUT YOU CAN BE COLLECTED**

The following categories of personal data concerning you as a participant or presenter of the Event may be collected:* **Personal data - name** information, surname.
* **Contact details** - address, telephone number, address and-email.
* **Other personal data** – information provided regarding the professional situation.
1. **HOW WE COLLECT YOUR DATA**

The Co-owners collect and process the data directly with you through the compilation of the registration form for the Event or through third parties*(such as, for example, companies associated with Asstra or partners/sponsors* of the Events) that process such data as autonomous and/or responsible owners and, in this capacity, are required to guarantee the correctness and lawfulness of the processing carried out by them in the context of the relationship established with you and all the obligations provided for by the legislation on the protection of personal data.If you provide personal data on behalf of someone else, you must ensure, in advance, that the data subjects have seen this Privacy Policy. We ask you to help us keep your personal data up to date and to inform us of any changes. 1. **MANDATORY OR OPTIONAL NATURE OF THE PROVISION OF DATA AND CONSEQUENCE OF ANY REFUSAL TO PROVIDE**

The provision of personal data and contact data are mandatory to manage your registration and allow your participation in the Event, as well as to allow the administrative, organizational management of the Event; failure to provide such data will make it impossible for you to participate in the Event and/or to properly manage your participation, as a presenter or participant, in the Event itself.1. **FOR WHAT OBJECTIVES CAN YOUR DATA BE USED AND ON WHAT LEGAL BASIS**

The processing of personal data must be legitimized by one of the legal conditions provided for by current legislation on the protection of personal data as described below. Your data are processed for the following purposes:1. **Management of your registration and participation in the Event and purposes closely related to it**

The collection and processing of your personal data are necessary in order to correctly manage your registration and participation, as a presenter or participant, in the Event organized by the Joint Owners and for purposes related to the administrative, organizational, accounting and promotion management of the Event.**Basis for processing**: performance of contractual obligations and/or pre-contractual measures to which the person concerned is a party.1. **Publishing position papers and lists**

Your personal data and the information provided regarding your professional situation may be published within the documents (such as, for example, *minutes, position papers, lists, etc.).* ) related to the Event organized by the Co-owners.**Assumption of processing**: the legitimate interest of the Co-owners to the publication to make known the topics discussed and deepened during the Event and the results and positions taken during the Event itself. 1. **Sending newsletters related to the Services and Activities of the Data Controller**

The Co-Owners may use your Personal Data and Contact Details to send you Newsletters relating to events similar to the one in which you participated or for which you requested information, as well as to promote the services and activities carried out by the Co-Owners. You can receive the Newsletter through automated contact methods*(e-mail).***Basis for processing**: the legitimate interest of the Owners. This processing has been assessed lawful because of your interest in the activities carried out by the Joint Owners through your registration to the Event and in order to meet your reasonable expectations to be informed about events similar to the one requested by you.Your right to object at any time to such processing remains protected by writing to the address indicated in the following section " YOUR DATA PROTECTION RIGHTS AND YOUR RIGHT TO MAKE COMPLAINTS BEFORE THE SUPERVISORY AUTHORITY", with effect for subsequent processing.1. **Defense of rights in the course of any judicial, administrative or extrajudicial proceedings and in the context of disputes arising in relation to events**

The Co-owners may process your data to defend their right or act and make claims against you or third parties in court.**Basis for processing:** the legitimate interest of the Owners in the protection of their rights. 1. **Compliance with legally binding requests to comply with a legal obligation, regulations or measures of the judicial authority.**

The Co-owners may process your data in order to fulfill a legal obligation to which the Co-owners themselves are obliged to comply.**Basis for processing**: legal obligations. The provision of data for this purpose is mandatory since the Co-owners will be unable to comply with specific legal obligations.1. **Publishing images and recording the entry**

The Co-owners inform you, also pursuant to art. 10 Civil Code and art. 96 of Law 633/1941 that, with your consent, your image and voice may be the subject of shooting and/or audio recording through the use of video cameras, cameras and/or audio/video recording systems for publication [purposes on the www.asstra.it](http://www.asstra.it)website, on the pages of *social networks, in* the magazine of the Co-owners, for the creation of a historical archive of events and for the drafting of documents related to the event. This processing will be carried out free of charge, with your renunciation of any claim against the Owners.**Assumption of processing:**  your consent. The processing of your image and your voice for this purpose may take place only after the acquisition by the Co-owners of your free and explicit consent, placed at the end of this information. The provision of your Data for this purpose is not mandatory and, in the event of your refusal, the Data Controller will only take panoramic shots and, if accidentally your face is distinguishable, the Owners will obscure it.1. **HOW WE PROCESS YOUR PERSONAL DATA AND HOW WE KEEP IT SECURE**

The processing of your data will be based on the principles of correctness, lawfulness and transparency and can also be carried out through automated methods to store, manage and transmit them. The processing will take place in paper and information mode also using an audio recording system of the Event.The processing will take place, in any case, through tools suitable to guarantee security and confidentiality using procedures suitable to avoid the risk of loss, unauthorized access, illicit use and dissemination.All your data is stored on our secure servers *(or secure hard copies)* or those of our event-related partners and is and is accessible and usable according to our security standards and policies (*equivalent* hours *standards for our suppliers or business partners).*1. **HOW LONG DO WE STORE YOUR PERSONAL DATA**

We retain your data only for as long as necessary to achieve the purposes for which it was collected or for any other legitimate related purpose. Therefore, if the data is processed for two different purposes, such data will be kept until the purpose ceases with the longer term, however we will no longer process the data for that purpose whose retention period has been withered.The data will be kept for a duration equal to 10 years from the cessation of the Event, or from the date of closure of the contract, for documents and related data of a civil, accounting and tax nature as required by the applicable legislation.In the event of disputes where the Accounting Partners need to defend themselves or act or even make claims against you or third parties, the data will be kept for as long as is reasonably necessary for such purposes and for the time in which such claim can be pursued.Your Personal Data and Contact Data for the purpose referred to in point 4b) will be kept by the Joint Owners for a period not exceeding 24 months from the date of participation in the last Event organized.If you have given consent for the purpose referred to in point 4f), the data relating to your image and your voice will be kept for a period not exceeding that necessary to pursue the relative purpose of processing and in any case not more than 24 months from the collection.The Co-owners will cancel/anonymize your Data when the processing of the same will no longer be necessary for the purpose for which they were collected and, in any case,, in general, no later than 10 years after the cessation of the Event, on the basis of the ordinary limitation period in force in Italy.1. **WITH WHOM WE CAN SHARE YOUR PERSONAL DATA**

Your data may be accessed by duly authorized employees, as well as external suppliers, appointed, if necessary, responsible for processing, who provide support for the administrative, organizational, accounting and promotion management of the Events themselves.The list of these subjects is available to the data subject upon request. Your image and personal data may be disseminated in relation to the purposes (see paragraph 4b and 4f) and in the manner mentioned above.1. **YOUR DATA PROTECTION RIGHTS AND YOUR RIGHT TO COMPLAIN TO THE SUPERVISORY AUTHORITY**

You have the right to obtain from the Owners in the presence of the conditions provided for by law:1. access to the data concerning you, as well as their rectification;
2. the deletion of data, where granted by current legislation;
3. integration of incomplete data;
4. the limitation of processing, where granted by current legislation;
5. the copy of the data provided by you, in a structured format, common use and readable by automatic device*(portability)*for processing based on the contractual relationship
6. withdrawal of your consent regarding consent-based processing.

Right of objection: in addition to the rights listed above, you are always entitled to object at any time, for reasons related to your particular situation, to the processing of your data carried out by the Accounting Parties for the pursuit of your legitimate interest.The request for opposition, as well as the request for other rights, should be addressed to the following address: privacy@asstra.it. If you believe that the processing of personal data reported to you takes place in violation of the provisions of the GDPR, you have the right to lodge a complaint with the Guarantor for the protection [of personal data, using](http://www.garanteprivacy.it) the references available on the www.garanteprivacy.it website or to refer the matter to the appropriate judicial bodies.**Contacts**The contact details of the Co-owners are:**Asstra, Associazione Trasporti**, Piazza Cola di Rienzo, 80/A00192 – Roma (RM)Tel: +39 0668603.1Fax: +39 0668603555Email: asstra@asstra.it**Asstra Service S.r.l.**Piazza Cola di Rienzo, 80/A00192 – Roma (RM)Tel: +39 0668603556Fax: +39 0668603580Email: asstraservice@asstra.it**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****CONSENSUS**I, the undersigned, *\_\_\_\_\_\_\_ declares* that it has received and reviewed the content of the above policy and authorizes Asstra and Asstra Service S.r.l. to the processing of its data for the purposes indicated in the aforementioned information and precisely:1. that your image and voice may be taken and/or recorded using cameras, cameras and/or audio/video recording systems for publication purposes, [on the www.asstra.it](http://www.asstra.it) website and/or on the pages of the Data Controller's social *networks,* for the creation of a historical archive of events.

□ consent is given □ denies consent The undersigned also declares that it has nothing to claim due to this authorization and to irrevocably renounce any economic claim deriving from the dissemination and publication of its Image.The Data Controller assumes no responsibility in case of improper and/or unlawful use of the images possibly carried out by third parties and disclaims all responsibility in this regard.The Data Controller makes it known to you that he can, at any time, revoke your consent by means of a simple written communication to be sent to the following e-mail address: privacy@asstra.it. Such revocation will not affect the lawfulness of the processing carried out before the withdrawal of consent. **CONSENSUS**I, the undersigned, *\_\_\_\_\_\_\_ declares* that it has received and reviewed the content of the above policy and authorizes Asstra and Asstra Service S.r.l. to the processing of its data for the purposes indicated in the aforementioned information and precisely:1. that their personal data and related to their professional position are disclosed to the partners of the initiative (sponsor) for marketing purposes.

□ consent is given □ denies consent The Data Controller assumes no responsibility in case of improper and/or illegal use of data possibly carried out by third parties and disclaims all responsibility in this regard.The Data Controller makes it known to you that he can, at any time, revoke your consent by means of a simple written communication to be sent to the following e-mail address: privacy@asstra.it. Such revocation will not affect the lawfulness of the processing carried out before the withdrawal of consentSignature, \_\_\_\_\_\_\_\_\_\_\_\_\_ |