



Economics and Finance Area

Administrative Services and General Affairs Department

Service: Management of the Cleaning Contract

Sector Logistics

Information on the processing of personal data pursuant to Articles 13 of EU Regulation 2016/679

Pursuant to the EU Regulation 2016/679 and the resolution of the City Council no. 150 of 15/05/2018, which approved the criteria and organisational methods of the personal data protection system of the City of Venice, with reference to the data processing activities relating to the management of news/information on the loss and finding of objects within the City of Venice, of the Cleaning Contract Management Service, Logistics Sector, Administrative Services and General Affairs Directorate, it is necessary to provide the information below.

Please note that the user authentication phase and the management of site navigation statistics is independently managed by FindMyLost.

PURPOSE OF DATA PROCESSING

Personal data are processed for the following purposes:
management of news/information on the loss and recovery of objects within the City of Venice, entered by users who voluntarily and freely access the service provided by the Administration through the FindMyLost platform in order to return the objects to their legitimate owner

LEGAL BASIS (ART. 6 GDPR)

<input checked="" type="checkbox"/>	Performance of a task carried out in the public interest or in connection with the exercise of official authority vested in the data controller pursuant to Article 6 par. 1 lit. e) of the EU Regulation 2016/679, in particular the Regulations for the management of objects found in the municipal territory
<input checked="" type="checkbox"/>	Performance of a contract to which the subject is party

TYPE OF DATA PROCESSED: The processing concerns the following categories of data

ORDINARY PERSONAL DATA	
<input checked="" type="checkbox"/>	Name and surname
<input checked="" type="checkbox"/>	Contact data (address, email, telephone)
<input checked="" type="checkbox"/>	Circumstances of lost or found objects (details of the object, geolocation of the event)
<input checked="" type="checkbox"/>	Identity documents (identity card/passport)

INTERESTED PARTIES

<input checked="" type="checkbox"/>	Persons who have lost or found objects and use the provided service
<input checked="" type="checkbox"/>	Operators involved in the management cycle of the object found, recording their actions in the platform

RECIPIENTS

<input checked="" type="checkbox"/>	Other public and private entities for compliance with legal obligations or for purposes connected with the performance of public interest tasks (ACTV/Vela, Carabinieri, Public Safety, Polfer, Local Police, Guardia di Finanza, etc.).
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[x]	Individuals working within the owner's organisation specifically authorised to process data
[x]	External parties who process data in the name and on behalf of the owner acting as data controllers

DATA RETENTION PERIOD

The data will be kept for the time necessary to pursue the above-mentioned purposes and within the procedural limits provided for by law.

MODALITIES OF DATA PROCESSING

The processing is carried out in compliance with the principles set out in Article 5 of EU Regulation 2016/679 and the rights of the data subject governed by Chapter III of the same Regulation.

The processing is carried out using computerised and paper-based methods, and includes the operations or set of operations necessary for the pursuit of the above purposes, without data profiling.

The processing envisages the transfer of data abroad using subcontractors appointed by means of standard contractual clauses.

OBLIGATION TO PROVIDE DATA AND/OR CONSENT IF COLLECTED FROM THE DATA SUBJECT (ART. 13 GDPR)

[x]	The provision of data is compulsory and failure to provide them will make it impossible to manage the news/information on the loss and recovery of objects within the Municipality of Venice, as well as to proceed with all the other fulfilments connected with the pursuit of the above-mentioned purposes.
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EXERCISING THE RIGHTS OF THE DATA SUBJECT

Under certain conditions, as a data subject you may exercise the rights provided for in Chapter III of EU Regulation 2016/679 and in particular the right to access your personal data, to request its rectification, restriction or erasure and to object to its processing, subject to the existence of legitimate reasons by the Controller.

To this end, they may apply to: City of Venice, Logistics Sector Manager (Administrative Services and General Affairs Directorate) and the Data Protection Officer pursuant to Article 37 of EU Regulation 2016/679.

Should the Data Controller, the City of Venice, proceed to process the personal data collected for a purpose other than that identified above, it shall provide the interested party with any information regarding such different purpose as well as any further necessary information.

REFERENCES AND CONTACT DETAILS

Data Controller and Data Protection Officer

Data controller:	City of Venice Manager of the Gare,Contratti,Centrale Unica Appalti ed Economato Sector mail: oggettirinvenuti@comune.venezia.it objectsfound@comune.venezia.it
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Processor (external):	Venis S.p.A. (Venezia Informatica e sistemi S.p.A) mail: venis@venis.it pec: protocollo@pec.venis.it
Data Protection Officer:	rpd@comune.venezia.it rpd.comune.venezia@pec.it