



Ministero dell'Università e della Ricerca  
Alta Formazione Artistica, Musicale e Coreutica  
Conservatorio di Musica "Giovan Battista Martini" di Bologna

**PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA FOR CANDIDATES**  
**in accordance with Article 13 of EU Regulation 2016/679**

**a) Identity and Contact Information of the Data Controller**

The data controller is the Conservatorio di Musica "G.B. Martini" – Bologna, with registered office in Piazza Rossini 2, 40141.

You may contact the Data Controller using the following contact information:

- Phone: 051 221483
- Email: [protocollo@consbo.it](mailto:protocollo@consbo.it)

**b) Contact Information for the Data Protection Officer**

The Data Protection Officer is the company S&L Srl, with headquarters at Via G. Bovini 41, 48123 – Ravenna (RA).

You may contact the Data Protection Officer using the following contact information:

- Phone: 0544/465497 – Fax: 0544/239939 – **DPO Contact:** MARIO PADRONI
- Email: [privacy@sicurezzaoggi.com](mailto:privacy@sicurezzaoggi.com)

**c) Purpose and Legal Basis for Data Processing**

Your personal data, collected for the purpose of participating in the public competition or acquired subsequently, will be processed for the purposes of personnel recruitment and selection as a pre-contractual measure. Depending on the channel used by the Candidate to communicate with the Data Controller, the methods of processing may include paper-based, computerized, telephone, and electronic means. In compliance with Presidential Decree No. 445/2000, the Data Controller may conduct random checks of the self-certification statements.

Personal data may be processed for purposes of public interest, in particular in the management of administrative procedures regarding access to administrative documents, general civic access, and simple civic access, in accordance with the procedures and within the limits established by law and regulations.

Therefore, the personal data provided may be used by the relevant departments as part of the procedure for accessing administrative documents for which the request is submitted. The legal basis for the processing consists of the obligations related to the performance of tasks in the public interest and to the administrative procedure requested by the user.

Conservatorio di Musica Giovan Battista Martini di Bologna, Piazza Rossini, 2 – 40126

Bologna

Codice Fiscale 80074850373

Telefono 051.221483

PEC [conservatoriobologna@pec.it](mailto:conservatoriobologna@pec.it)

[www.consbo.it](http://www.consbo.it)



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**d) Types of Personal Data Processed**

Your personal data classified as belonging to special categories (meaning data that may reveal racial or ethnic origin, political opinions, religious or philosophical beliefs, union membership, genetic data, biometric data, data concerning health or sexual life, or sexual orientation) may be subject to processing by the Bologna Conservatory of Music. Such processing is necessary to fulfill the obligations of the Data Controller and, where applicable, to exercise the specific rights of the data subject under labor law.

Data relating to criminal convictions and offenses are processed in connection with the request to submit a criminal record, in accordance with Article 25-bis of Presidential Decree 313/2002.

**e) Categories of Recipients of Personal Data**

Your data may be disclosed to those directly responsible for functions related to the management of the selection process and the employment relationship, such as the examination committee appointed for the call for applications, internal staff assigned to the records office, the relevant administrative staff, and the secretariat, on a legal basis consisting of rules, laws, and regulations applicable to the public administration. In addition, the data may be sent to third parties, such as labor unions, public administrations, and entities concerned with the employee's legal, economic, social security, and welfare status.

In compliance with current national and provincial regulations governing public competitions and administrative transparency, your personal data (excluding data belonging to special categories or relating to criminal convictions and offenses) may be disclosed through publication on the Bologna Conservatory's website.

In accordance with Legislative Decree 82/2005, the "Digital Administration Code," documents submitted

to the Conservatory are subject to digitization through registration in the electronic registry.

**f) Retention Period for Personal Data**

Your personal data will be retained for ten years after the ranking list expires.

**g) Rights of the Data Subject**

At any time, you have the right to request from the Data Controller access to your data (confirmation of the existence of data concerning you and its origin), as well as the correction, updating, or deletion of such data. You will receive a response within 30 days in writing (unless you specifically request

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spoken feedback), including via electronic means. You also have the right to request restriction of processing or to object to such processing. Finally, you may request the transfer of your data to another data controller.

**h) Right to File a Complaint with the Supervising Authority**

If you believe that your data has been processed unlawfully, you have the right to contact the Supervising Authority to file a complaint.

**i) Mandatory Nature of Data Provision and Consequences of Failure to Provide Data**

Providing your data to the Data Controller is mandatory in order to properly manage and evaluate your professional profile (for the purposes described in point b); failure to provide such data will result in the inability to continue the process.

**j) Automated Decision-Making Processes**

The Data Controller does not use automated decision-making processes that involve your personal data in any way.

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