



POLITECNICO
MILANO 1863

PRIVACY POLICY UNDER ART. 13 OF REGULATION EU NO. 679/2016 OF 27 APRIL 2016.

This policy is issued under art. 13 of Regulation EU no. 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and in respect of the laws on personal data processing and on the free movement of such data.

Data Controller

The Politecnico di Milano Data Controller is the Director General delegated by the Pro-tempore Rector - contact: dirgen@polimi.it.

Data Protection Officer and contact details

Vincenzo Del Core - privacy@polimi.it - Ph.: +39 0223999378.

Processing purposes and legal basis, categories of data and storage period

For the purposes of applying the relevant European and national legislation (Reg. 679/2016, hereafter, Regulation), we inform you that your personal data will be used for the following purposes:

Personal data processing purposes	Processing legal basis	Personal data categories	Data storage period
Purpose 1: Health monitoring	To comply with a legal obligation (Art. 6 par. 1, letter c) and Art. 9, para. 2 letter b) and h) of Regulation EU).	<ul style="list-style-type: none">• Identification data• Personal details• Data relating to state of health	For 20 years from the end of the work relationship for employees subjected to ionising radiation; 10 years from the end of the work relationship for all other workers.
Purpose 2: workplace health and safety protection obligations.	To comply with a legal obligation (Art. 6 par. 1, letter c) and Art. 9, para. 2 letter b) and h) of Regulation EU).	<ul style="list-style-type: none">• Identification data• Personal details• Data relating to state of health	20 years from the date of termination of employment for workers exposed to ionising radiation; 10 years from the date of termination of employment for all other workers.



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Objective 3: Training activities on safety in the workplace.	To comply with a legal obligation (Art. 6 par. 1, letter c) and Art. 9, para. 2 letter b) and h) of Regulation EU).	<ul style="list-style-type: none">• Identification data• Personal details• Contact details	For the employment duration
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For the processing purposes listed in table 1, the health monitoring consists of the set of medical acts performed by the company physician aimed at protecting the health and safety of workers, in relation to the workplace, to professional risk factors and to the methods of carrying out working activity.

The company physician, for the health monitoring of University workers, uses the administrative technical support of the Prevention and Protection Service.

The company physician is a health professional whose requirements are listed in Italian Legislative Decree no. 81/2008 as amended and supplemented, appointed by the employer and the main activities performed are:

- preventive and periodic health monitoring of employees of Politecnico di Milano (professors and technical-administrative staff) and those not in the workforce but equated to them (PhD students, scholarship holders, contract researchers, research associates, undergraduates and students),
- inspections, risk assessments, measures and environmental surveys in the workplaces,
- health monitoring of personnel exposed to ionising radiation by the authorised physician;
- Politecnico di Milano uses company physicians, appointed under Article 17 of Italian Legislative Decree no. 81/2008.

The processing purpose is health monitoring, carried out by the company physician.

Health monitoring means the set of medical assessments performed by the company physician with a view to protecting the state of health and safety of workers, in relation to their health conditions, the workplace, the risk factors and the methods of conducting the work activity.

Workers and those equated to workers (e.g. students) at Politecnico di Milano, for whom there is a risk value, under the risk assessment document (DVR), that requires the monitoring obligation, are subject to health monitoring.

Health monitoring provides opinions of suitability for the specific role, which are mandatorily communicated in writing to the employer and in copy to the worker (Article 41, paragraph 6 of Italian Legislative Decree no. 81/2008). The company physician, based upon the medical examinations, may express one of the following opinions:

1. - suitability;



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2. - partial, temporary or permanent, suitability, with prescriptions or limitations;
3. - temporary unsuitability;
4. - permanent unsuitability.

Before being anonymised, data may be used for educational or professional updates, study or research.

Special categories of data

Any personal data belonging to special categories under Art. 9 paragraph 1 of the Regulation, such as data relating to state of health, is processed, as part of the purposes set out in **TABLE 1**, for purposes of health monitoring, and for obligations laid down to protect workplace health and safety, to allow the data subject to establish, manage and enter into an employment relationship and to pursue the purpose of safeguarding the life or physical safety of the worker or a third party.

Those purposes are permitted by the Regulation based upon Art. 9 paragraph 2 letters b) and h). In the case of Art. 9 paragraph 2 data is processed under the rules on professional secrecy set out in paragraph 3. The special categories of data will be processed according to the principles established by Article 5 (lawfulness, fairness, transparency, adequacy, pertinence, accuracy, minimisation of processing, storage limitation, etc.).

Mandatory nature of data transfer

The worker must undergo the assessments envisaged if, based upon the risk assessment document (DVR) (Italian Legislative Decree no. 81/2008 as amended and supplemented), they are exposed to risk factors for which the rules of law impose health monitoring; at the same time, the employer must ensure the workers undergo the medical examination (Articles 18 and 20 of Italian Legislative Decree no. 81/2008) and training courses on safety in the workplace.

Data processing methods

The processing carried out for the purposes indicated above may take place on paper and digital media, manually and/or with electronic or automated tools, including the internal database produced with File Maker for managing medical examination due dates used by Politecnico di Milano.

The personal data are also stored in paper archives for the duration of the activity. Access to the data acquired for the above purposes is permitted for authorised personnel of the Prevention and Protection Service.

Categories of Recipients

In relation to the indicated purposes, the data may be communicated to the following public and/or private entities and/or to the categories of entities indicated below, or they may be communicated to companies and/or persons, both in Italy and abroad, who provide services, even external, on behalf of the Controller for the conduct of clinical and medical examinations. Personal data may be communicated to other public administrations, even anonymously if the latter need to process such data for purposes within their institutional remit, as well as to all those public entities to which (if the necessary preconditions are met) the communication of



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personal data is required mandatorily by EU rules, laws or regulations, as well as to insurance companies when accident files are opened.

- Coordinator Company Physician;
- Company Physicians;
- Authorised Physician;
- INAIL;
- ATS.
- Public or private bodies providing training services (e.g. fire brigade, CRI...)

As part of health monitoring, company and authorised physicians are Independent controllers (specified by the Data Protection Supervisory Authority in opinion no. 7797 of 27.2.2019). The activities aimed at verifying the suitability for the role of the employee, mandatory by law, are implemented exclusively by way of the company physician and the authorised physician. They are the only persons legitimated to process the health data of employees, as it is essential for the purposes of applying the regulations on workplace health and safety. The company physician and the authorised physician are the only persons who may access the content of the medical files and must take the appropriate safety measures to safeguard the secrecy of the information processed in relation to the established processing purposes and methods.

The employer will not know of any ascertained pathologies but only the final assessment regarding the suitability of the employee to perform the roles.

The company physicians can be contacted at the following email address:
nvalerio.mennoia@unipv.it;

The authorised physicians can be contacted at the following email addresses:
Luca_Abatangelo@asst-pavia.it.

Data retention period

At the end of the period indicated in **TABLE 1**, once the limitation periods for protecting the rights of the data subject have elapsed, the data will be erased or made anonymous.

Transferring data to non-EU countries or international Organisations

The data collected for the pursuit of the above-mentioned purposes may have to be transferred to a non-European Union country (so-called Third Country), for requirements of research and educational activities that may be carried out beyond the national territory. The Controller specifies that transfer outside the EU will occur only to Third Countries with respect to which there is an adequacy decision of the European Commission (Art. 45 GDPR) or to Third Countries that provide one of the guarantees indicated as adequate by Art. 46 of the GDPR.

Data subject rights

As the data subject, you may request from the Controller:



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- confirmation of the existence or your personal data;
- access to your personal data and related information; correction of inaccurate data or completion of incomplete data; deletion of your personal data (under one of the conditions indicated in Art. 17, paragraph 1 of the Regulation and in compliance with the exceptions provided for in paragraph 3 of the same article); limit the processing of your personal data (under one of the cases indicated in art. 18, paragraph 1 of the Regulation), the transformation into anonymous form or block on data processed in violation of the law, including data whose storage is no longer necessary for the purposes for which it was collected or processed;

As data subject, you have the right to partly or fully object:

- on legitimate grounds, to the processing of personal data concerning you, even if relevant to the purpose for which the data was collected;

These rights may be exercised by contacting privacy@polimi.it.

If you believe that your rights have been infringed by the Controller or by a third party, you are entitled to lodge a complaint with the Data Protection Supervisory Authority (for Italy www.garanteprivacy.it) or with another competent supervisory authority by virtue of the Regulation.