



POLITECNICO
MILANO 1863

PRIVACY POLICY IN ACCORDANCE WITH ART. 13 OF REGULATION EU NO. 679/2016 OF 27 APRIL 2016.

This current privacy policy is issued in accordance with 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 compliance with the laws on personal data processing and on the free movement of such data.

Data Controller

The Data Controller of the Politecnico di Milano is the Director General, delegated by the acting Rector – contact: dirgen@polimi.it.

Data Protection Officer and Points of Contact

Mr Vincenzo Del Core - privacy@polimi.it tel.: 0223999378.

Purposes and legal basis of the data processing, categories of data and data storage period.

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

Purposes of personal data processing	Legal basis of processing	Categories of personal data processed	Data storage period
Purpose 1: Health supervision activity	To comply with a legal obligation (Art. 6 par. 1, letter c) and Art. 9 par. 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 a period of 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: obligations provided to protect workplace health and safety.	To comply with a legal obligation (Art. 6 par. 1, letter c) and Art. 9 par. 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 termination date of the work relationship for workers exposed to ionising radiation; 10 years for the termination date of the work relationship for all other workers.
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With respect to the processing purposes listed in table 1, the health supervision 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 supervision activity of workers of the University, 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 81/2008 as amended and supplemented, appointed by the employer and the main activities performed are:

- preventive and periodic health supervision 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, collaboration in risk assessments, measures and environmental surveys in the workplaces,
- health supervision in favour of personnel exposed to ionising radiation by the authorised physician;
- Politecnico di Milano uses the following company physicians, appointed in accordance with Article 17 of Italian Legislative Decree 81/2008.

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

Health supervision 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) who work at Politecnico di Milano, for whom there is a risk value, in accordance with the risk assessment document (DVR), that envisages the supervision obligation, are subject to health supervision.

The health supervision is aimed at expressing opinions of suitability for the specific role, which are mandatorily communicated in writing to the employer and in copy to the worker him/herself (Article 41, paragraph 6 of Italian Legislative Decree 81/2008). In particular, the



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company physician, based upon the medical examinations, may express one of the following opinions:

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

The suitable data, subject to being made anonymous, may also be used for educational purposes or for professional update purposes as well as for study or research.

Special categories of data.

Any personal data belonging to special categories pursuant to Art. 9 paragraph 1 of the Regulation, such as data relating to state of health, are processed, as part of the purposes indicated in **TABLE 1**, for purposes of health supervision, 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 they are processed in respect of the rules on professional secrecy indicated 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 is obliged to undergo the assessments envisaged if, based upon the risk assessment document (DVR) (Italian Legislative Decree 81/2008 as amended and supplemented), he/she is exposed to risk factors for which the rules of law impose health supervision; at the same time, the employer is obliged to ensure the workers undergo the medical examination (Articles 18 and 20 of Italian Legislative Decree 81/2008).

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



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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. In particular, the personal data may also 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 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.

It is worth specifying that as part of the health supervision activities, the company physician and the authorised physician are autonomous 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. In fact, 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 storage 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.

Transfer to non-EU countries

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



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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.

Rights of Data Subjects

As the data subject, you may at any time ask the Data Controller:

- for confirmation of the existence or otherwise of personal data concerning you;
- for access to your personal data and information relating to them; for the rectification of inaccurate data or the completion of incomplete data; for the erasure of personal data pertaining to you (in the presence of one of the conditions indicated in Art. 17, paragraph 1 of the Regulation, and in accordance with the exceptions envisaged by paragraph 3 of that article); for the restriction of processing of your personal data (in the presence of one of the conditions indicated in Art. 18, paragraph 1 of the Regulation); for the conversion into anonymous form or for the block on data processed illegally, including those data which do not need to be stored for the purposes for which they were collected or subsequently processed.

As the data subject you are also entitled to object in whole or in part:

- 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 can be exercised by contacting privacy@polimi.it.

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