

Annex 1
ALIAS ACTIVATION REQUEST

to be sent to the email address carrierealias@univr.it

I, the undersigned _____ born
in _____ on _____ tax code _____ registered
address _____ e-mail address _____ telephone
_____ as a _____ of Vita-Salute San Raffaele
University

HEREBY DECLARE

- that I do not associate with my registered gender identity;
- to have initiated a gender transition process

In implementation of the "Regulations for the activation and management of Alias Identities" of Vita-Salute San Raffaele University" and aware that the choice to activate the Alias Identity is reversible at any time, upon simple request, without it being necessary to provide justification

HEREBY REQUEST

the activation of the Alias Identity using " _____ " as my Chosen Name

UNDERTAKE:

- to release the University from any liability, direct or indirect, for any pecuniary or non-pecuniary damage that may arise from the activation of the Alias Identity;
- to notify the University of any changes that might affect the Alias Identity.

Attach a photocopy of a valid identity document.

I, the undersigned declare that I have read the attached information sheet provided pursuant to article 13 of Regulation (EU) no. 679/2016.

I consent to the processing of my personal data in the manner specified in the information sheet.

Signed in _____, on _____

Signature

The Applicant

PRIVACY NOTICE

Università Vita-Salute San Raffaele, having its registered office at Via Olgettina 58, Milan, Tax Code 97187560152 (hereinafter, the “**University**” or the “**Controller**”), is committed to safeguarding the privacy of data subjects in accordance with Regulation (EU) 2016/679 (the “**General Data Protection Regulation**” or “**GDPR**”) and Legislative Decree no. 196 of 30 June 2003, as amended (the “**Privacy Code**”).

DATA CONTROLLER AND DATA PROTECTION OFFICER

The Controller is Università Vita-Salute San Raffaele.

In accordance with **(i)** Article 37 of the GDPR and **(ii)** the relevant CODAU Guidelines, the University has appointed GSD SISTEMI E SERVIZI S.C.A.R.L. as its Data Protection Officer (the “DPO”).

The contact details of the Controller and the DPO are as follows:

Email (Controller): titolare.privacy@univr.it

Email (DPO): privacy@univr.it

CATEGORIES OF DATA AND PURPOSES OF PROCESSING

The personal data you provide will include ordinary personal data, such as identification and contact details (the “**Common Data**”), as well as special categories of personal data, such as data relating to a person’s sex life or sexual orientation (the “**Special Category Data**”). Together, these are referred to as “**Personal Data**”.

Your Personal Data will be processed for the following purposes:

- To enable the activation and management of an Alias Identity, for individuals who do not identify with their registered gender or who are undergoing gender transition.

The legal basis for this processing is your consent, pursuant to Article 6(1)(a) GDPR for Personal Data and Article 9(2)(a) GDPR for Special Category Data.

Consent is optional and may be withdrawn at any time.

- To establish, exercise or defend legal claims on behalf of the Controller.

The legal basis for this processing is the legitimate interests of the Controller (Article 6(1)(f) GDPR).

PROVISION OF DATA

The provision of Personal Data is voluntary; however, failure to provide such data will make it impossible to proceed with the activation of the Alias Identity.

METHODS OF PROCESSING

Personal Data shall be processed using both manual and automated means, in accordance with the purposes outlined above, and subject to appropriate technical and organisational security measures. Data shall be retained only for as long as required under applicable legislation.

DISCLOSURE OF DATA

Your Personal Data will not be disclosed to the public. However, the Controller may share your data with:

- public authorities and bodies if required to do so by law, regulation or official order. Such entities shall act as independent Controllers;
- service providers strictly related to and necessary for the Controller’s activities, who typically act as data processors pursuant to Article 28 GDPR. A full list of such processors may be requested from the Controller using the contact details above;

- employees and collaborators duly authorised to process Personal Data and provided with appropriate instructions in accordance with Article 29 GDPR.

DATA RETENTION

Your Personal Data shall be retained for the entire period during which your registered identity remains legally recognised, i.e. until a final court judgment, pursuant to Law no. 164 of 14 April 1982, assigns you a gender different from that recorded in your birth certificate.

Personal Data relating to students shall be retained indefinitely in accordance with statutory archiving obligations. Personal Data relating to academic and administrative staff shall be retained for a period of 10 years following the termination of the employment relationship with the Controller.

In addition, your Personal Data shall be erased if you notify the Controller of the interruption of the process aimed at the rectification of gender and name assignment, or in the event of withdrawal of consent, without prejudice to any legal obligations.

TRANSFER OF PERSONAL DATA

The University does not intend to transfer your Personal Data outside the European Economic Area (EEA). Should such transfer become necessary for organisational purposes, it shall only take place to countries in respect of which the European Commission has adopted an adequacy decision.

Where transfers are made to countries not covered by an adequacy decision, they shall be governed by Standard Contractual Clauses, unless alternative safeguards pursuant to Article 46 GDPR are adopted by relevant Parties, or one of the derogations set out in Article 49 GDPR applies.

RIGHTS OF DATA SUBJECTS

In relation to the processing of your Personal Data, you may exercise the rights conferred under Articles 15 to 22 of the GDPR, where applicable and subject to the limitations set out in Article 2-undecies of the Privacy Code. These include the right of access, rectification or erasure, restriction of processing, objection to processing, data portability, and the right not to be subject to automated decision-making.

You may exercise these rights by submitting a written request to the Controller or the DPO using the contact details provided above.

You also have the right to lodge a complaint with the competent Data Protection Authority or to bring proceedings before the competent judicial authority.

Having read the above Privacy Notice, the data subject:

Consents **Does not consent**

to the processing of their Personal Data, including Special Category Data, for the purpose of creating an Alias Identity.

Milan, date _____

FULL NAME OF THE DECLARANT _____

Signature
