



## **Italian Association of Physics Students - AISF**

### **Privacy Protection Policy**

*Last updated: 09/12/2018*

The Italian Association of Physics Students (AISF) protects its members and respects their privacy. For this reason, we have implemented this privacy policy to describe how we collect and use the personal information you provide us through registration or the use of our services, how we use the information collected, and how you can exercise your rights regarding privacy protection.

#### **1. Who we are**

The Italian Association of Physics Students (AISF) is a non-profit volunteer organization with cultural purposes, legally established in November 2014. AISF is the National Committee for Italy of the International Association of Physics Students (IAPS), an umbrella organization that brings together physics students and societies worldwide. The goal of AISF is to unite Italian physics students under a single association, creating a national network and serving as a reference point in the academic environment, complementing the academic experience of its members. Therefore, all Italian students enrolled in a bachelor's, master's, or doctoral degree program in Physics or related fields can become AISF members, subject to payment of an annual membership fee.

#### **2. What personal data do we collect?**

##### **2.1 Data you provide us**

At the time of registration with AISF, we ask for a series of personal data in compliance with the laws of the Italian Republic. These include:

First and last name;

Place and date of birth;

Tax code (codice fiscale);

Address, province, and country of residence;

Email address;

University and degree program (bachelor's, master's, or doctoral).

During registration and participation in Association activities, we may ask you to voluntarily share additional information such as phone number, dietary preferences, and health data (allergies, intolerances, etc.). In these cases, you will be asked to explicitly accept specific Terms and Conditions that expand or supplement this Privacy Policy. During your time with AISF, you may choose to share other personal data with us via email, chat, satisfaction surveys, comments, and other interactions on social platforms and websites.

If you put us in contact with potential new members, we will ask for their email address or other contact details (e.g., phone number). AISF will contact them to obtain or deny consent to communicate with them through such channels.

## **2.2 Data we collect automatically**

The websites under the domain ai-sf.it are hosted on GitHub Pages and Aruba servers. When you access these sites, AISF does not collect any data from or about your devices (e.g., browser used, IP address). We are not responsible for the privacy practices of these services. We encourage you to read their respective privacy policies.

## **2.3 Data we collect from third parties**

We may collect additional information from third parties to help us understand how to maintain and improve our services to ensure you have the best possible experience. The platforms used include:

GitHub - hosting AISF websites via GitHub Pages;

MailChimp - used for member communications via mailing lists (see 3.1);

Social networks such as Facebook, LinkedIn, Twitter, and Instagram - used to promote and advertise AISF activities;

Google - used for the daily management of AISF activities, including document management, multimedia materials, event registration, and meetings;

Google Analytics - used to obtain statistical data on access to AISF websites;

Aruba - hosting the database for AISF member management;

JotForm - used for creating and managing registration forms for AISF activities;

BancaProssima - AISF's bank account is held at this institution;

PayPal - membership fees can be paid via PayPal.

## **3. What do we do with your personal data?**

Under no circumstances do we exchange, sell, or share your contacts and/or personal data with other organizations or companies for commercial or other purposes without your explicit consent. We may use the data we collect for a variety of reasons, including:

Providing, managing, optimizing, and maintaining our online platforms, products, and services;

Improving our understanding of our services and personalizing your experience;

Setting up online accounts;

Processing and providing information on the status of your AISF membership;

Sending you information about activities organized or promoted by AISF;

Providing online assistance, responding to your questions received via email or other electronic communication channels, or providing the services you requested through AISF;

Collecting and processing statistics on our members to understand the characteristics of our community;

Preventing abuse of our services;

Pursuing any other legal and lawful purposes of which we will notify the involved members.

We may also share your personal data for security and/or public order reasons, for example, with the administration of research institutions or accommodation facilities in the context of AISF events and activities you will attend at such facilities.

### **3.1 Email communications**

AISF communicates with you through email, which is part of the services AISF provides to you. You can remove your email address from the AISF mailing list at any time. The types of emails you may receive include:

Registration emails - associated with AISF registration, such as confirmation of registration, renewal requests, or changes to personal contact details;

Promotional emails - containing information about activities organized or promoted by AISF;

Association activity emails - containing communications necessary to ensure the proper and regular conduct of association activities, such as General Assembly convocations or formal and legal communications.

We will process personal data only in ways compatible with the reasons for which we collected it, in line with the purposes stated in the Association's Statute, or for purposes you have explicitly authorized after collection. Before using your personal data for a purpose expressly different from the reasons for which we collected it, we will contact you to request your explicit consent.

## **4. With whom do we share your personal data?**

We may share information that allows your profiling only in the following limited circumstances:

Where required by law, by court order, or under legal authorization;

In response to a legal request from a public authority, including to comply with national and European privacy regulations;

To protect and defend the rights, interests, and property of AISF;

To investigate malfunctions related to our services;

To protect the life of an individual or group of individuals;

With individuals or groups of individuals under your explicit consent - for example, we may share your data within the AISF Executive Committee during Association events or activities;

With third parties in compliance with Chapters 2 and 3 of this document. Third parties accessing your data use it only through AISF and in a limited manner, for example, we process membership fee payments to the Association's bank account via PayPal and bank transfers.

Specifically, your name, surname, university, degree program, and email address may be shared with the President of your local AISF Committee or other designated individuals, always under the

supervision of the Executive Committee, to facilitate the dissemination of local communications and membership management. AISF may disclose aggregated and non-profiling data regarding the use of our services by members or aggregated and non-profiling descriptive statistics related to the composition and status of the Association, for example, the percentage of undergraduate students compared to the total membership.

## **5. Legal bases for the processing of profiling personal data**

We will collect your personal data only where and when we have your consent, to enter into a contract with you, or when the processing is in line with the purposes of the Association listed in the Statute. In some cases, we have a legal obligation to collect your personal data.

If we ask you to provide personal data due to a legal obligation, we will make this clear and inform you if you are required to provide such data or not (including the possible consequences of refusal).

If you need further information regarding the legal bases on which we collect and process your data, please contact us through the contacts provided in Chapter 12.

## **6. Cookies and similar tracking systems**

As specified in Chapters 2.2 and 2.3, the websites under the domain ai-sf.it are hosted on GitHub Pages and Aruba servers. Therefore, AISF does not directly use cookies or other similar tracking technologies and does not have access to the related information collected by GitHub Pages and Aruba. We encourage you to read their respective privacy policies.

## **7. International data transfer**

Your personal information may be stored and processed by AISF both within and outside the European Economic Area (EEA). The daily management of materials and activities of AISF is carried out through the services provided by the Google platform, whose servers are hosted both within and outside the European Union, and data may be processed by individuals located outside the European Union.

You can directly address any questions or complaints regarding the processing of your personal data to AISF by sending an email to [presidente@ai-sf.it](mailto:presidente@ai-sf.it). We will handle complaints regarding your personal data within 30 days of receiving the complaint.

## **8. How we protect your data**

The security of your data is very important to us. All personal information to ensure complete and correct registration with AISF and participation in its activities (see Chapter 2) is shared only with the President, Treasurer, and IT Manager of AISF, as well as within the modalities described in Chapter 4. All banking information related to money transfers to and from AISF through the Association's bank account is shared only with the President and Treasurer of AISF, to ensure complete and correct financial management of the Association's activities.

We use appropriate security measures to protect your personal data from loss, misuse, unauthorized access, alteration, or destruction, both during transmission and once received. Although we strive to implement best practices in data protection, no method of transmission over the internet or electronic storage is completely secure. Therefore, we cannot guarantee absolute security.

## **9. Your rights and choices regarding data protection**

You have the following rights:

If you wish to access the personal data that AISF collects, you can do so at any time through the contacts provided in Chapter 13;

You can correct and update your data at any time through the contacts provided in Chapter 13;

If you are an EEA resident, you can object to the processing of your personal data, ask us to limit the processing of your data, or request the portability of your personal data where technically possible - you can exercise these rights by writing to the contacts provided in Chapter 13;

If we have collected and processed your data with your consent, you can withdraw your consent at any time - the withdrawal of consent does not affect the legality of the processing carried out prior to the withdrawal, nor will it affect the processing of your personal data carried out in compliance with the legal obligations of the Association;

You have the right to lodge a complaint with the data protection authorities regarding the collection and processing of your personal data. The contacts for data protection authorities in the EEA, Switzerland, and some non-European countries (including the USA and Canada) are available here: [http://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index\\_en.htm](http://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index_en.htm)

Additionally, you have the right to stop receiving email communications from AISF. You can exercise this right by clicking the "unsubscribe" link in the emails we send you. Alternatively, contact us at [presidente@ai-sf.it](mailto:presidente@ai-sf.it). Please include your email address and full name in such communication. It may take up to 10 business days to remove you from our mailing list. Even after your request to be removed from the mailing list, you may continue to receive some emails from AISF (see 3.1). In particular, you may continue to receive all administrative, formal, and/or legal communications that AISF transmits in compliance with the laws of the Italian Republic. In case of issues, we invite you to contact us.

Even if you decide to exercise the rights outlined in this chapter, we emphasize that the sharing of some personal data is necessary to ensure your participation in AISF events and activities. During registration or participation, we will ask for your explicit consent to the processing of such information, limited to these activities.

We respond to all requests from individuals wishing to exercise their rights regarding the protection of personal data in accordance with applicable data protection laws.

## **10. How we link to other sites**

Our sites contain links to third-party websites and third-party plugins (such as social media buttons). We are not responsible for the privacy practices of these sites. We encourage you to read the privacy policy of the site you visit once you leave our site. This privacy policy applies only to information collected by AISF.

## **11. Data retention**

We will retain your data for the period necessary to fulfill the purposes outlined in this privacy policy. Retention for a longer period is permitted if required by law or for legal, tax, or regulatory purposes.

In particular, after your affiliation with AISF ends, your data will be retained in the Association's archive and membership book to simplify any possible legal and/or tax procedures that may involve the Association, in compliance with the laws of the Italian Republic. In such cases, we automatically apply the right to limit processing as outlined in Article 18 of the European Union Regulation No. 2016/679.

## **12. Changes to our privacy policy**

Changes to this privacy policy will be made when required by legal or technical changes in the field. We will take appropriate measures to inform you of any changes to this privacy policy. We will ask for your consent on any changes to our privacy policy if required by current regulations.

You can check the last modification date of this privacy policy by checking the date at the bottom and top of this document. The new privacy policy will apply to all current and previous users of the websites and services and will completely replace any other policy that is inconsistent with it.

### **13. How to contact us**

The Data Protection Officer (DPO) of AISF is the President of the Association. If you have any questions or concerns regarding the collection and processing of your personal data, you can contact us by sending an email to [presidente@ai-sf.it](mailto:presidente@ai-sf.it) or contact us at:

Italian Association of Physics Students  
Via Pietro Giuria 1  
10125, Turin (Italy)  
[www.ai-sf.it](http://www.ai-sf.it)  
[presidente@ai-sf.it](mailto:presidente@ai-sf.it)

If you wish to contact AISF for other reasons, please send an email to [esecutivo@ai-sf.it](mailto:esecutivo@ai-sf.it).

AISF is the guarantor of your personal data under the General Data Protection Regulation (GDPR) of the European Union.

*Last updated: 09/12/2018*