POLITECNICO
MILANO 1863

PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA IN CONNECTION WITH EVENTS AT POLITECNICO DI MILANO

This privacy notice is provided pursuant to Article 13 of Regulation (EU) 2016/679 and concerns events organised by Politecnico di Milano, such as workshops, conferences, seminars, meetings with companies, science outreach initiatives, themed days and educational workshops.

This notice provides an additional layer of information to the University's general privacy notice of 29 October 2026: *Bulk communications and pixel tracking*. The specific purposes and retention periods are set out in this document. For matters not specified herein, please refer to the general privacy notice.

Data Controller

Politecnico di Milano – Director General acting under delegation from the Rector pro tempore – contact: dirgen@polimi.it

Internal Person Responsible for Data Processing

Dr Marcella Elvira Antonietta Logli, Head of the Public Engagement and Communication Area. Contact: marcellaelvira.logli@polimi.it

Data Protection Officer and contact details

Email: privacy@polimi.it

Purposes of processing, legal bases, categories of data and retention

Personal data will be processed for the following purposes:

Purpose of processing	Legal basis for processing	Categories of personal data	Retention period
1. Registration and enrolment to attend the event.	Public interest (Article 6(1)(e) of the EU Regulation) or Consent (Article 6(1)(a) of the EU Regulation). The applicable legal basis is identified according to the nature of the event.	Personal identification and contact details; photographs and audio/video recordings, as described in the relevant section.	For the time strictly necessary to organise and hold the event.
2. Sending communications about future events, initiatives and activities organised.	Consent (Article 6(1)(a) of the EU Regulation).	Personal identification and contact details; photographs and audio/video recordings within the limits set out in the multimedia content privacy notice.	Five years, unless consent is withdrawn earlier or an applicable erasure request is made.
3. Disclosure of any food intolerances or allergies where catering is provided.	Consent (Article 6(1)(a) of the EU Regulation). Explicit consent for special categories of data (Article 9(2)(a) of the EU Regulation).	Health-related data, in particular food intolerances and allergies.	For the time strictly necessary to organise and hold the event.

Purpose of processing	Legal basis for processing	Categories of personal data	Retention period
4. Counting registrations and participants at events in order to monitor participation and prepare aggregated, anonymous statistical reports.	The same legal basis as for registration and managing participation in the event, as indicated under Purpose 1. Subsequent processing of genuinely anonymous data is not subject to the EU Regulation.	Registration and attendance data, used only for the operations necessary to produce the count.	Personal data are retained for the period specified under Purpose 1. Anonymous statistical results may be retained thereafter.
5. Possible tracking of email openings linked to individual recipients, to assess effectiveness and improve content. Consent is requested together with consent for Purpose 2.	Prior consent under Article 122 of Legislative Decree 196/2003; for subsequent processing of the data collected: Consent (Article 6(1)(a) of the EU Regulation).	Technical identifiers, email openings, date and time; IP address and email client information only if actually collected.	Until consent is withdrawn or the service ends.

How email openings are tracked

Emails sent through MailUp may be tracked using tracking pixels: small images which, when the message is loaded, may indicate that it has been opened. Individual tracking is carried out subject to prior consent to assess the effectiveness of communications and improve their content. Subject to prior consent, openings may be detected through tracking pixels, small images which, when loaded by the email client, may signal that an email has been opened and link that opening to the recipient. Consent to tracking is collected together with consent to receive communications about future events (Purpose 2), in the same step and without further requests. Consent may be withdrawn through the MailUp Preference Centre, accessible via the link in the footer of each message. Withdrawal does not affect the lawfulness of processing carried out before withdrawal. Preferences and unsubscribes are also respected when mailing lists are subsequently imported.

How email openings are tracked for existing newsletter subscribers

For all users who were already subscribed to our newsletter as at 29 October 2026, the processing of personal data continues to be based on the consent previously given to receive communications.
We will not request new consent in order to continue sending you the newsletter, but you have the right to disable pixel tracking at any time while continuing to receive communications. You can make this choice independently and immediately by clicking the link in the newsletter footer and accessing your MailUp Preference Centre, where you can deselect the option relating to statistical tracking.

Photographs and audio/video recordings

Please note that event participants may be photographed or recorded on audio and video. Personal data processed, including photographs, footage and audio/video recordings (hereinafter “Images”), including in partial, modified or adapted form, produced during the event will be processed in full compliance with the GDPR. Such data will be processed, including by electronic means, by specifically designated individuals for the outreach and communication activities of Politecnico di Milano. The processing of photographs and audio/video recordings is governed by the second-layer Privacy Notice on the processing of “Multimedia Content”.

Nature of data provision

Providing data for Purpose 1 is necessary. Failure to provide the data will prevent participation in the event. Providing data for Purposes 2 and 3 is optional. However, failure to provide the data will make it impossible to receive the relevant communications or use the catering service, respectively.

Methods of processing

Personal data will be processed on paper, electronically and through telematic systems, and entered into the relevant databases. These may be accessed, and the data therefore become known, by staff expressly designated by the Controller, including Internal Persons Responsible for Data Processing and persons authorised to process personal data. Such persons may consult, use, process, compare and perform any other appropriate operations, including automated operations, in compliance with applicable law to ensure, among other things, data confidentiality and security, as well as accuracy, updating and relevance to the stated purposes.

Events may take place in person, remotely through videoconferencing platforms, or in hybrid form, combining in-person attendance with participation via videoconferencing platforms. In particular, the following formats may be used:

Format	Description
In-person events	At Politecnico di Milano premises or at external venues used by the University.
Remote events	Through web platforms.
Hybrid events	One in-person component and one remote component using videoconferencing platforms.

Where web platforms are used to broadcast the event, please consult their respective privacy notices. Examples include, without limitation:

• ZOOM: https://explore.zoom.us/it/privacy/

• MICROSOFT TEAMS: https://learn.microsoft.com/en-us/microsoftteams/teams-privacy

• WEBEX: https://help.webex.com/it-it/article/nv2hm53/Sicurezza-e-privacy-Webex

If a participant contributes video or audio during the event, that contribution will be recorded. Each participant who contributes during the event assumes responsibility for, and releases Politecnico di Milano from any liability relating to, the dissemination of their image and/or audio during and after the event.

Special categories of personal data

Pursuant to Article 9(2)(a) of the EU Regulation, data qualifying as "special categories of personal data" may be processed, in particular information concerning food intolerances and/or allergies where catering services are provided at an event.

Categories of recipients

Data processed for the purposes set out above will be handled by persons authorised to process data under Article 29 of the EU Regulation. The data may also be accessible to natural or legal persons providing services to Politecnico di Milano, including technical services such as audio/video recording and the communications delivery platform (MailUp). In these cases, such parties will act as processors pursuant to Article 28 of the Regulation. This is without prejudice to the disclosure of data lawfully requested by public security authorities, judicial authorities or other public bodies for defence, national security and crime investigation purposes, or to disclosure to judicial authorities in fulfilment of legal obligations where a criminal offence is suspected. For institutional events whose legal basis is the performance of a task in the public interest, data may be disclosed to universities or other institutions acting as event partners for purposes connected with the event. Data may also be shared with institutions or other event partners in aggregated and anonymous form for statistical and reporting purposes. For communications under Purpose 2, contact details are not disclosed to partners or sponsors for their own independent purposes. Outside the cases described above, personal data will not be disseminated or disclosed to third parties for any reason.

Data retention period

For Purposes 1 and 3, personal data will be retained only for as long as strictly necessary to organise and hold the event. For Purpose 2, data will be retained for five years. For Purpose 4, personal data will be retained for the period specified for Purpose 1. For Purpose 5, data will be retained until consent is withdrawn, a deletion request is made or the service ends.

Transfer of data to non-EU countries or international organisations

Personal data will be processed by the Controller within the territory of the European Union. Where technical and/or operational reasons require the use of parties located outside the European Union, or the transfer of some collected data to technical systems and cloud services located outside the European Union, processing will be governed by Chapter V of the EU Regulation and authorised on the basis of specific European Union decisions. All necessary precautions will therefore be adopted to ensure the fullest possible protection of personal data, with transfers based on: (a) adequacy decisions adopted by the European Commission for recipient third countries; (b) appropriate safeguards provided by the third-country recipient pursuant to Article 46 of the EU Regulation; (c) binding corporate rules.

Rights of the data subject

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

• confirmation as to whether or not personal data concerning you are being processed; • access to your personal data and related information; rectification of inaccurate data or completion of incomplete data; erasure of personal data concerning you (where one of the conditions set out in Article 17(1) of the Regulation applies and subject to the exceptions in Article 17(3)); restriction of the processing of your personal data (where one of the circumstances set out in Article 18(1) of the Regulation applies); anonymisation or blocking of data processed unlawfully, including data whose retention is no longer necessary for the purposes for which they were collected or subsequently processed.

As a data subject, you also have the right to object, in whole or in part, on legitimate grounds to the processing of personal data concerning you, even where the data are relevant to the purposes for which they were collected. These rights may be exercised by contacting privacy@polimi.it. Where processing is based on consent, you may withdraw it at any time without affecting the lawfulness of processing carried out before withdrawal. Optional communications contain an unsubscribe link; unsubscribing does not prevent the sending of necessary communications relating to requested services or legal obligations. If you believe that your rights have been infringed by the Controller and/or a third party, you have the right to lodge a complaint with the data protection supervisory authority (in Italy, www.garanteprivacy.it) and/or another supervisory authority competent under the Regulation.

Milan, 5 November 2026