Annex to Provision number 70/2023

**Competition announcement for the conferment by appraisal of the qualifications and interview of a Scholarship for a graduate position at the Department of Languages and Literature, Communication, Education and Society - University of Udine, entitled “Mindful education in FVG schools with MOM (Mindfulness Oriented Meditation)” – Head of research Prof. Cristiano Crescentini. CUP G75E23000090002.**

**Art. 1 - Description**

<table>
<thead>
<tr>
<th>Research programme</th>
<th>Title of Scholarship: Mindful education in FVG schools with MOM (Mindfulness Oriented Meditation).</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Provide a brief description of the activities entailed: plan and deliver 8-week mindfulness meditation interventions for teachers of schools of all levels according to the Mindfulness-Oriented Meditation program (MOM, Fabbro and Crescentini 2016); train primary school teachers participating in the MOM program according to the MOM-junior method (MOM-j, Matiz and Paschetto 2022) aimed at primary school pupils; supervise the classroom activities of the teachers who will deliver the MOM-j program; and collaborate in the collection and analysis of data on the psychological impact of MOM and MOM-j programs on teachers and children.</td>
</tr>
</tbody>
</table>

**Recruitment area, Competitive sector, ERC sector**

<table>
<thead>
<tr>
<th>11/E4; M-PSI/08 - Clinical psychology.</th>
</tr>
</thead>
</table>

**Necessary requirements at the time of the competition was announced**

1. Educational qualification: Degree in Medicine and Surgery or Degree in Psychology;
2. Documented experience of leading 8-week mindfulness meditation programs according to the MOM method;
3. Scientific publications on mindfulness meditation according to the MOM program at national or international level.

**Head of research**

Prof. Cristiano Crescentini

**Funding**

1. Collaboration agreement for research activities with Azienda Sanitaria Friuli Occidentale (ASFO) and Azienda Sanitaria Universitaria Friuli Centrale (ASUFC) signed on 25.07.2023 (dd.mm.yyyy) for the implementation of the project "Mindfulness education in FVG schools with MOM (Meditation Oriented Mindfulness)"- U-GOV accounting system identification code CR_2023_ASUFC_ASFO_MOM_CRESCENTINI CUP G75E23000090002;
2. Project "Psychological and neuropsychological impact of mindfulness in clinical and educational settings" U-GOV identification code RICLIB_CRESCENTINI.
<table>
<thead>
<tr>
<th>Venue</th>
<th>Department of Languages and Literature, Communication, Education and Society - Via T. Petracco No. 8 – 33100 UDINE.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration of the scholarship</td>
<td>No. 11 months starting on 01.10.2023.</td>
</tr>
<tr>
<td>Amount of the endowment</td>
<td>Euro 14.889,42 (gross). To the scholarship referred to in this announcement is applied the tax and social security treatment envisaged by the law in force at the time of the payment of the amount.</td>
</tr>
<tr>
<td>Periodicity</td>
<td>Monthly, deferred.</td>
</tr>
<tr>
<td>Mode of selection</td>
<td>Appraisal of the qualifications and interview. The interview is scheduled for 19.09.2023 at 18:00 (CET) at prof. Cristiano Crescentini’s office, via Margreth 3, Udine.</td>
</tr>
</tbody>
</table>
| Committee | Members:  
1) prof. Cristiano Crescentini (M-PSI/08)  
2) prof. Anselmo Paolone (M-PED/01)  
3) prof.ssa Marina Camodeca (M-PSI/04)  
Alternate member:  
prof. Andrea Marini (M-PSI/01) |

The conferment of this scholarship is aimed at the sole academic advancement of the recipient; it does not constitute an employment contract and it does not grant access to a position in this institution.

**Art. 2 - Requirements and Qualifications**

The details of the competition hereby announced and the requirements for the candidates are specified in art. 1. **The lack of a valid undergraduate qualification constitutes grounds for immediate exclusion from the selection.**

Candidates who hold an undergraduate qualification obtained from a foreign institution, recognised under the provisions of the current legislation, must include in their application:

a) a copy of the degree complete with a list of the single examinations undertaken and relative grades;  
b) any other documentation useful to the appraisal of the candidate’s qualification (Supplementary Diploma, etc.). The candidate will have to enclose a signed translation of the documents in either Italian or English (in the event that the said documents are not already in Italian or English).

To the purpose of this selection, the Judging Committee will verify the equivalence of the degree obtained abroad.

**Art. 3 - Incompatibility**

The scholarship connected to this competition cannot be awarded to anyone who is related, or related through marriage, up to the fourth degree of kinship, to:  
- The Rector, the general Director or a member of the Board of Trustees of the University of Udine;
The Head of Research or a professor or researcher working for the department which hosts the programme to which the scholarship is referred [or working, independently or within a department, in the same venue as that hosting the programme].

Further grounds for incompatibility are listed under art. 9 of the Internal Regulation “Post-graduate Scholarships” issued with Rectoral Decree No. 1701 of 19.12.2022 and available from the website: https://www.uniud.it/it/ateneo-uniud/normativa/regolamenti/ricerca-e-rapporti-con-terzi/regolamento-borse-di-ricerca-post-lauream-1

Art. 4 – Application for participation

The application form, compiled on regular paper according to the model included below (Attachment A) and complete with the required documentation, must be emailed to the Department of Languages and Literatures, Communication, Education and Society – University of Udine – via Petracco, 8 – 33100 Udine and be received no later than September 17th, 2023 at 23:59 (CET). Late submissions will not be considered.

The application form must either:
1) Be sent to the email address ricerca.dill@uniud.it within the deadline indicated above;
2) Be sent by certified email (PEC) to the address dill@postacert.uniud.it no later than the said deadline.

The application and all attachments, signed with a digital signature or with an original handwritten signature affixed directly to each document and subsequently scanned and accompanied by a copy of the identity document, must be in PDF/A or Adobe PDF format.

The candidate who sends the application form by email or PEC will not need to dispatch a hard copy of the form. The maximum size for applications submitted via PEC is 20 MB.

The Administration decline any responsibility in the event that the files submitted through email or PEC are not legible.

In the text of the application, under the provisions of D.P.R. No. 445 28.12.2000 “Testo Unico delle disposizioni legislative e regolamentari in materia di documentazione amministrativa”, the candidate will have to state clearly and precisely:
1. His/her personal details, date and place of birth, nationality, billing address and the preferred address for receiving communications about the selection procedure (taking care to specify the post code and, if possible, a current telephone number and email address);
2. That he/she meets the requirements specified in art. 1 of the present announcement;
3. That none of the conditions for incompatibility specified in art. 3 of this announcement apply to his/her case.
4. That he/she commits to promptly inform the Department office of any change to his/her personal address indicated in the application for participation.

The application must include the following attachments:
1. An academic and professional CV, signed and dated, where the candidate also expounds on the skills and aptitudes that are relevant to his/her work on the research programme, as described in art. 1. It should also be taken into account that, pursuant to Legislative Decree n. 33/2013, art. 15, the Administration has the obligation to publish the provider's curriculum vitae on the institutional website of the University; it is therefore recommended
not to include addresses and telephone numbers or personal e-mail addresses on the curriculum vitae that one does not wish to make public;
2. A photostatic copy of his/her EEA ID or other valid identity document;
3. A copy of the degree, if obtained abroad, complete with a list of the single examinations undertaken and relative grades, and any other documentation useful to the appraisal of the candidate’s qualification (Supplementary Diploma, etc.). The candidate will also have to enclose a signed translation of the documents in either Italian or English, under his own responsibility (if the documentation is not already in Italian or English).
4. Any publications, certificates of merit and any other qualifications deemed useful to demonstrate the competence of the candidate in relation to the said programme. Academic and professional qualifications are self-certified (Attachment B). The other documents, including publications, may be either produced as originals, or photocopied and must include in this case a written affidavit, under the provisions of D.P.R No. 445 28.12.2000 (Attachment C);
5. Evidence that the candidate has conducted research activities for a public and/or private institution with a clear indication of the dates and duration of the employment.
6. A list of all the qualifications (including published materials) brought to notice (Attachment C), signed and dated.
7. Disclosure pursuant to art. 13 GDPR (Attachment D), pursuant to art. 8 of this announcement.

Certificates issued by the Public Administration and by providers of public services cannot be taken into consideration. Certificates are substituted with self-certifications or written affidavit (Attachment B and C), under the provisions of D.P.R. No. 445 28.12.2000.

The Administration reserves its right to conduct random checks into the genuineness of the self-certifications. If the declaration were found to be unfaithful, the declarer will be divested from the position obtained on the basis of the unfaithful declaration, in addition to the normal legal consequences of the act.

Applications lacking all or any of the required documentation will not be considered.

The Administration will not assume responsibility for the loss of any documentation caused by inaccuracies in the contact details provided, or late amendment of said details, nor for errors on the part of the postal services and not imputable to the Administration.

Art. 5 - Mode of selection

The selection will be aimed at measuring the applicant’s skills and experience with special reference to the programme’s aims and the mode as defined in art. 1.

The selection will consist of:
- in the appraisal of the professional scientific curriculum, of the publications and of the qualifications brought to the committee’s attention;
- in an interview with the deepening of scientific standing arguments for funding research.

The results of the appraisal of the qualifications will be disclosed to the interested parties during the interview. The interview will take place according to the schedule indicated in art. 1. This announcement has the value of notification for the purposes of invitation to the interview and therefore no direct communication to the candidates will follow.

The exclusion of a candidate owing to a lack of requirements or late application will be notified to the person to the address indicated on the application form.

The candidates must present themselves at the interview with a valid identity document.
Art. 6 - Committee

The Judging Committee is so composed:

**Members:**
1) prof. Cristiano Crescentini (M-PSI/08)
2) prof. Anselmo Paolone (M-PED/01)
3) prof.ssa Marina Camodeca (M-PSI/04)

**Alternate member:**
4) prof. Andrea Marini (M-PSI/01)

In the course of the first session the Committee elects a President and a Registrar among its members, and defines the evaluation criteria of the titles.

The Committee can award up to 100 overall points to the qualifications and interview.

At the end of the last session, the Committee will produce general rankings of the candidates according to the points awarded and produce a record of the proceedings. Only the candidates who score a minimum of 70/100 (seventy hundredths) overall (qualifications and interview) points will be considered for the position.

Art. 7 - Award of the scholarship

The scholarship is conferred, according to the ranking order, with Provision of the Director of the Department, upon acceptance of the selected candidate, and will take effect from the date stated on the Provision.

The Provision approving the acts of the competition will be published exclusively via the website: [https://www.uniud.it/it/albo-ufficiale](https://www.uniud.it/it/albo-ufficiale)

The results will not be notified by post to the candidates.

Any successful candidate who does not declare his or her acceptance of the research grant within the deadline set by the Department shall lose the right to it.

The research activity cannot commence before the recipient formally accepts the scholarship and before the effective date established with Provision of the Director.

The Head of research may request **intermediate reports** from the scholarship holder on the activity carried out, according to the needs of the research project.

At the end of the research period, the scholarship holder must deliver to the Department’s office a detailed **final report** on the research activity carried out and the results achieved, accompanied by the Head of research evaluation.

The scholarship holder may renounce to the scholarship in the same way as in art. 4, with at least 20 days’ notice. The payment of the last monthly payment will be proportionate to the period of activity carried out.
Art. 8 - Data processing

The selection procedure referred to in this competition announcement, as well as the subsequent and possible one concerning the improvement of the legal relationship between the University of Udine and the winner, constitutes "treatment" pursuant to art. 4.2 of Regulation (EU) 2016/679, General Data Protection Regulation.

According to the art. 13 of that legislation and to the art. 13 of D. Lgs. 196/2003, the University of Udine is obliged to provide to the candidates participating in the selection, as "interested parties", information concerning the processing of personal data.

Such information is contained in Attachment D (Disclosure pursuant to art. 13 GDPR), which must be completed, signed and delivered by the candidate together with the application form for the participation in this competition announcement.

The report concerning the processing of personal data and its updates are available on the website of the University of Udine in the "Privacy" section, accessible from the home page www.uniud.it.

Art. 9 – “Amministrazione trasparente”

Following the acceptance of the scholarship, the winner, will be asked for a declaration regarding the performance of any other duties or ownership of offices in private law entities regulated or financed by the Public Administration.

The statement given by the scholarship holder and his curriculum vitae will be published on University website, in the section "Amministrazione trasparente", available at the link: https://www.uniud.it/it/ateneo-uniud/amministrazione-trasparente/consulenti-e-collaboratori-prova

The publication will take place within 3 months from the acceptance of the grant and will cease after 3 years from its conclusion.

Candidates are therefore invited to draw up their curriculum bearing in mind that - in the event of the granting of the scholarship - it will be fully published.

Pursuant article 53, paragraph 14, of Legislative Decree no. 165/2001, the Administration is required to verify the absence of situations, even potential ones, of conflict of interest with the University of Udine. This verification will be carried out, upon transfer, through the acquisition of a specific statement of the fellow.

Pursuant article 5, paragraph 9, of D.L. 06.07.2012 no. 95, converted into Law 07.08.2012 no. 135, as amended by article 6, paragraph 1, of D.L. 24.06.2014, converted into Law 11.08.2014 no. 114, is also prohibited Public Administrations to assign duties of study, consulting and collaborations already subject to private or public workers placed in retirement.

Art. 10 – Final dispositions

As for subjects not explicitly cited above, the present announcement is covered by the provisions of the current legislation and of the “Regolamento interno per le Borse di ricerca post-lauream” of the University of Udine issued with Rectoral Decree No. 1701 of 19.12.2022.
Terms relating to persons, which appear only in the masculine in this competition announcement, refer indiscriminately to the female and male gender.

The Responsible of the competition hereby announced is dott. Elena De Paoli, Department of Languages and Literatures, Communication, Education and Society - University of Udine, via Petracco 8, 33100 Udine, email address elena.depaoli@uniud.it.

For further information on this selection, please contact the Department at the following email address: ricerca.dill@uniud.it.
Attachment A (Application For Participation)

To the Director of the Department of Languages and Literatures, Communication, Education and Society University of Udine Via Tarcisio Petracco, 8 – 33100 UDINE

I, THE UNDERSIGNED

Family name

__________________________________________________

(female applicants should indicate their maiden name)

Name

__________________________________________________

Born in ____________________________________________ prov. ______________
on ________________________ (foreign citizens must indicate the country of origin)_____________________

Tax code [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] nationality__________________________
domiciled in (give indication of the town, borough, street and house number of residence) _____

__________________________________________ Postcode___________ Province (county)______

Country (if foreign) ________________________________ Telephone number ______________ ________
e-mail _________________________________________

Having the Competition Announcement of the public selection procedure for the conferment of one scholarship for a graduate research position:

<table>
<thead>
<tr>
<th>Head of research</th>
<th>Prof.Cristiano Crescentini</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title of the scholarship</td>
<td>Mindful education in FVG schools with MOM (Mindfulness Oriented Meditation)</td>
</tr>
</tbody>
</table>

ASK

To take part to said selection and, to that purpose, in the knowledge that false declarations are punishable under the provisions of art- 76 of the D. P. R. No. 445 of 28/12/2000 and that this Administration will be conducting random checks into the genuineness of the declarations made by the applicants,

DECLARE

under my own responsibility, pursuant to artt. 46-47 of D.P.R. 445/2000,

1) to be in possession of:

[] a degree in ____________________________________________ under the previous legislation or an equivalent qualification_________________________________________

[] laurea specialistica in ________________________________ academic year ________
[ ] laurea magistrale in ______________________________________________________ academic year

obtained from ____________________________________________________________________________
on ___________________ with the following result ____________
[ ] academic qualification obtained abroad
___________________________________________________________________________________________
________________________________________________________
From _____________________________________________________________________________________
on ___________________ with the following result ____________ which I ask to be declared equivalent
(only if the degree has not yet been declared equivalent under the current legislation – refer to art. 2 of the present announcement)

2) [ ] to have read and accepted the conditions laid out in the present announcement concerning the
conferment of the scholarship and in the “Internal Regulation in matters of graduate research schemes” of the
University of Udine issued with Rectoral Decree No. 1701 of 19/12/2022;

3) [ ] to be aware that the status of recipient of the scholarship is incompatible with what stated in art. 9 of the
aforementioned Regulation;

4) [ ] that I am in no way related or related through marriage, within the fourth degree of kinship, to the Rector,
the general Director, a member of the Board of Trustees of the University of Udine, the Head of Research or a
professor or researcher working for the department which hosts the programme to which the scholarship is
referred [or working, independently or within a department, in the same venue as that hosting the programme];

5) [ ] that I wish to receive communications about the proceedings at the following email
address____________________________, and that I will promptly inform the Administration of any changes

The undersigned appreciates that the information given will be used, in compliance with the D.Lgs. No. 196 of
30/06/2003 and the Regulation (EU) 2016/679, to the purposes of the present competition.

I, the undersigned, attach to the present form:

[ ] An Academic – professional Curriculum relevant to the position which is offered, dated and signed;

[ ] Declaration in lieu of certification (Annex B) with indication of the educational qualification required by the
Competition announcement and/or any other documents issued by Italian public bodies, dated and signed;

[ ] Declaration in lieu of affidavit (Annex C) with the list of additional attached documents produced in
copy (publications, certificates, other documents proving my competence in relation to the research
project), dated and signed;

[ ] Evidence that the candidate has conducted research activities for a public and/or private Institution
with a clear indication of the dates and duration of the employment;

[ ] A copy of the degree, if obtained abroad, accompanied by the certificate of the individual
examinations undertaken and relative grades, written/translated in Italian or in English;

[ ] Information for the collection of personal data from the interested party (Annex D) with reference to
art. 13 GDPR (Regulation EU 2016/679), completed, dated and signed;

[ ] Photocopy of a valid identity document.

Date

The Declarer
Attachment B
Substitute declaration of certification
Art. 46 DPR 28/12/2000 No. 445

SELF-CERTIFICATION

I, the undersigned (Family name and first name) ________________________________________________

Born in _______________________________________ (province __) on____________________________

Domiciled at _______________________ Street ___________________ ______________________No.____

Tax code [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] nationality______________________________

In accordance with art. 46 of the D.P.R. No. 445 of 28/12/2000, and in the knowledge that false declarations and
the use of false documents are criminally punishable under the provisions of art. 76 of the D.P.R. No. 445 of
28/12/2000, and that the unfaithful declarer would be immediately divested from the position obtained on the
basis of the unfaithful declaration

DECLARE

To be in possession of the following academic and professional qualifications:

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

I also append a photocopy of a valid identity document.

Read and undersigned

Date ____________________

The Declarer ____________________________
Attachment C

List of documents and publications (art. 47 D.P.R. 28/12/2000 n. 445)

I, the undersigned (Family name and first name) ____________________________________________

born in ___________________________________(province __) on___________________________

domiciled at __________________________ street __________________________ No.____

Tax code ___________________________ nationality___________

In accordance with art. 47 of the D.P.R. No. 445 of 28/12/2000, and in the knowledge that false declarations and the use of false documents are criminally punishable under the provisions of art. 76 of the D.P.R. No. 445 of 28/12/2000, and that the unfaithful declarer would be immediately divested from the position obtained on the basis of the unfaithful declaration


1. 
2. 
3. 
4. 
5. 
6. 
7. 
8. 
9. 
10. 

Date ___________________________ The Declarer ___________________________

Explanatory note: in case of insufficient lines continue on a separate sheet giving details in the above list
ATTACHMENT D - DISCLOSURE PURSUANT TO ARTICLE 13 GDPR - Call for a scholarship

This document is produced pursuant to Article 13 of Regulation (EU) 679/2016 (General Data Protection Regulation, hereinafter also referred to as GDPR), in relation to personal data which the University of Udine, with registered office in via Palladio 8, 33100 Udine (UD) in its capacity of Data Controller of the treatment, takes possession of through competition announcement conferment of a scholarship for a graduate position

WE HEREBY INFORM YOU THAT YOUR PERSONAL DATA WILL BE PROCESSED IN ACCORDANCE WITH THE FOLLOWING PRINCIPLES:

Article 5 of Regulation (EU) 679/2016, Principles applicable to the processing of personal data

1. Personal data are:
   a) processed lawfully, fairly and transparently in respect of the data subject («lawfulness, fairness and transparency»);
   b) collected for specified, explicit and legitimate purposes and not further processed in a way incompatible with those purposes; further processing of personal data for documentation purposes in the public interest, for scientific and historical investigation or for statistical purposes, in accordance with Article 89, Paragraph 1, is not to be considered incompatible with the initial purposes («purpose limitation»);
   c) adequate, relevant and limited in relation to the purposes for which they are processed («data minimization»);
   d) accurate, and if necessary, kept up to date; every reasonable step must be taken to delete or promptly rectify any inaccurate personal data having regard to the purposes for which they are processed («accuracy»);
   e) kept in a form which permits the identification of data subjects for a period of time non exceeding that necessary for the purposes for which they were collected; personal data may be stored for longer periods insofar as the data will be solely processed for archiving purposes in the public interest, scientific or historical research or statistical purposes, in accordance with Article 89(1), without prejudice to the application of adequate operational and organizational measures required by this Regulation ensuring the protection of rights and freedoms of the data subject («limitation of data retention»);
   f) processed so as to ensure adequate security of personal data, including data protection for any unauthorized or unlawful processing, destruction of data or incidental damages, by means of appropriate technical and organizational measures («integrity and confidentiality»).

2. The Data Controller is responsible for the respect of Paragraph 1 and can account for it («accountability»).

We therefore provide you with the following information:

1) GENERAL INFORMATION (Article 13 §.1 GDPR)

   a) Data Controller
   The “Data Controller” is the University of Udine (Università degli Studi di Udine), with registered office in via Palladio 8, 33100 Udine (UD) in the person of its temporary legal representative, Rector Magnificus Prof. Roberto Pinton, therein domiciled for the purposes of this disclosure.
   You can contact the Data Controller at the aforementioned address or by sending an e-mail at the following address: datipersonali@uniud.it.

   b) Authority responsible for the protection of personal data (RPD)
   The Authority responsible for the protection of personal data (hereinafter also “RPD”) appointed by the University is Mrs Valentina Carollo, available at the following e-mail addresses rpd@uniud.it and PEC rpd@postacert.uniud.it.
   The controller of the processing makes use of the RDP to comply with requests relating to the exercise of data subjects’ rights.

   c) Purpose and legal basis of the processing
   The processing of your personal data is performed as follows:

DI LL - DI PARTIMENTO DI LINGUE E LETTERATURE, COMUNICAZIONE, FORMAZIONE E SOCIETA’
DIRETTRICE DEL DI PARTIMENTO: Prof.ssa Fabiana Fusco
Responsabile Servizi Di Partimentali: Dott.ssa Elena De Paoli
Responsabile Servizio Supporto alla Ricerca: sig.ra Sandra Del Degan
Via Petracco, 8 - 33100 Udine - tel +39 0432/556900 fax +39 0432/556910 - amministrazione.dill@uniud.it - dill@postacert.uniud.it
C.F. 80014550307 - P.I. 01071600306
<table>
<thead>
<tr>
<th>Purpose of data processing</th>
<th>Legal basis (Article 6 GDPR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration by the participant for the selection</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;</td>
</tr>
<tr>
<td>Evaluation of the candidacies for eligibility purposes and the formation of the ranking by the Judging Committee</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;</td>
</tr>
<tr>
<td>Preliminary and functional activities for the granting of the scholarship</td>
<td>(c) processing is necessary for compliance with a legal obligation to which the controller is subject;</td>
</tr>
<tr>
<td>Bureaucratic management of the scholarship by the University</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the scholarship;</td>
</tr>
<tr>
<td>Supply of technological, catering and logistic services (Wi-Fi, canteen, accommodation, library)</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;</td>
</tr>
<tr>
<td>Management of research projects</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the research area;</td>
</tr>
<tr>
<td>Bureaucratic management of the scholarship by the Departments or other University structures</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the management of the scholarship by the Departments or other University structures;</td>
</tr>
<tr>
<td>Communications (by personal mail, personal telephone numbers) for administrative reasons</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;</td>
</tr>
<tr>
<td>Administration of aspects related to the research activity with any third parties (affiliated institutions, co-financiers)</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;</td>
</tr>
<tr>
<td>Communication concerning news, initiatives, events and institutional activities by the University and the Department (ex: job placement)</td>
<td>(f) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular the public interest or in the exercise of official authority vested in the Department;</td>
</tr>
<tr>
<td>Promotion of initiatives, events and institutional activities of third parties</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;</td>
</tr>
<tr>
<td>Disciplinary proceedings</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the management of research projects;</td>
</tr>
<tr>
<td>Conducting statistical surveys concerning the evaluation of teaching and research</td>
<td>(f) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular the public interest or in the exercise of official authority vested in the management of research projects;</td>
</tr>
<tr>
<td>Documentation and dissemination of the results of the activity</td>
<td>(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the management of research projects;</td>
</tr>
<tr>
<td>Purpose of data processing</td>
<td>Legal basis (Article 9 GDPR)</td>
</tr>
<tr>
<td>To allow the admission tests to be held for any participants affected by disabilities</td>
<td>(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes, except the cases where the public interest or in the exercise of official authority vested in the controller is subject;</td>
</tr>
<tr>
<td>To allow the use of welfare services</td>
<td>(b) processing is necessary to fulfill the obligations and exercise the specific rights of the data controller or data subject in matters of labor law and social security and social protection, to the extent that it is authorized by Union or Member State law members or a collective agreement under the law of the Member States, in the presence of appropriate safeguards for the fundamental rights and interests of the data subject;</td>
</tr>
</tbody>
</table>

**d) Legitimate interest**

The “Data Controller” uses personal data to pursue its legitimate interest in the cases indicated above based on the following evaluations.

- The owner’s interest is legitimate because:
  - It is proper to the University, since the processing of data takes place exclusively within it and in its specific interest
  - Treatment is limited:
    - To personal data;
To the e-mail address and telephone numbers provided by the user;
Data on scientific production;

- The interests, rights and fundamental freedoms of the data subject remain protected as:
  - Regarding communications:
    - The use of the e-mail address is only for institutional communications;
    - The data are kept in a confidential manner;
    - The data are not disclosed, communicated, disseminated or made available to third parties, even anonymously, except for institutional purposes;
    - The data subject can at any time communicate that he/she is no longer available to receive communications.
  - With regard to statistical data:
    - Personal data is anonymized.

e) Recipients of personal data

The personal data of the interested party are managed as follows during the selection process:

<table>
<thead>
<tr>
<th>Recipient (or category of recipients)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Area Offices</td>
</tr>
<tr>
<td>Judging Committee's members</td>
</tr>
<tr>
<td>CINECA, external responsible of the treatment</td>
</tr>
<tr>
<td>Other Departments or structures of the University</td>
</tr>
<tr>
<td>Third bodies, public or private (co-financers, host structures)</td>
</tr>
<tr>
<td>Other administrations</td>
</tr>
<tr>
<td>MIUR</td>
</tr>
</tbody>
</table>

2) FURTHER INFORMATION (Article 13 §.2 GDPR)

a) Retention period

The determination of the retention period of your personal data follows the principle of necessity of such processing.

Your personal data will thus be retained for as long as it is necessary for the purposes outlined above.

b) Data subject’s rights

By using the abovementioned addresses, the data subject can exercise the following rights (in addition to the right to data portability ex Article 20 GDPR, not applicable to the present disclosure):

1. Request access to their personal data (Article 15 GDPR);
2. Request the rectification of inaccurate data or the integration of incomplete data (Article 16 GDPR);
3. Request the cancellation of personal data concerning them (Article 17 GDPR);
4. Request to restrict the processing of personal data (Article 18 GDPR).

c) Right to revoke consent

Where the consent provides a legal basis for the processing of personal data (Article 6, §. 1, letter a) and of special data (Article 9, §. 2, letter a), the data subject has the right to withdraw his or her consent at any time without affecting the lawfulness of the processing based on the consent given prior to its withdrawal;

d) Right to lodge a complaint

Pursuant to Article 77 GDPR and Article 2 bis of Legislative Decree No. 196/2003, the data subject has the option to lodge a complaint to the Authority for the protection of personal data as Supervisory Authority, as established within the Italian legal system.
### e) Grounds and effects of personal data processing

The communication of personal data amounts as follows:

<table>
<thead>
<tr>
<th>Legal category</th>
<th>Type</th>
<th>The communication of data is a legal obligation as ...</th>
<th>Obligation to provide personal data for the person concerned (Obligation / option)</th>
<th>Effects of non-communication of data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 6 GDPR Personal data</td>
<td></td>
<td>... it is based on the Law</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Name, Surname</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date and place of birth</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Tax code</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Personal email address</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone number / mobile</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional experiences and competences</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Titles</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Publications</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank references (Es: IBAN)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data referred to research activity</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Art. 9 GDPR § 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>data concerning health</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>data concerning a natural person's sex life or sexual orientation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art. 9 GDPR § 2 b) e h)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data concerning social security and welfare benefits</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Art. 10 GDPR</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>personal data relating to criminal convictions and offences</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
f) Profiling
The personal data as referred to in this disclosure are not subject to profiling.

3) PROCEDURE FOR THE EXERCISE OF RIGHTS

To exercise the rights mentioned above you may contact the Data Controller by means of the following e-mail address datipersonali@uniud.it

Please note that according to Article 14 comma 3 GDPR, the Data Controller provides the information referred to in Paragraphs 1 and 2 of Article 14 GDPR:

a) within a reasonable period following the obtainment of personal data, but not later than one month, considering the specific circumstances in which the personal data is processed;

b) where the personal data are meant to be communicated to the person concerned, at the latest at the time of the first communication to said person; or

c) where the personal data are meant to be communicated to another recipient, no later than when the first communication of personal data occurred.

4) DOCUMENT VERSION
This document was last updated on the date signed in the square brackets in the footer of this document.

It is made available, together with any updates, on the website of the University of Udine in the “privacy” section which can be accessed via the following web page: www.uniud.it.

5) INFORMED CONSENT TO THE PROCESSING OF PERSONAL DATA
The undersigned ......................................................................................, having read and understood the information given above, gives consent to the processing of their personal data as specified below (mark the preferred option with an “X”):

<table>
<thead>
<tr>
<th>Purpose of data processing</th>
<th>I give my consent</th>
<th>I do not give my consent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use of personal e-mail address for administrative communications</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of personal mobile number for administrative communications</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Place ________________

Date ________________

Signature __________________________