

PRIVACY POLICY – EXPRESSION OF INTEREST: Individual Support Actions (Pilot action) Circular Buildings

Project 'CIRCULAR.BUILDINGS: TOOLS FOR CROSS-BORDER CIRCULAR CONSTRUCTION'

Information provided pursuant to European Regulation 2016/679 (GDPR) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and pursuant to Articles 13-14 of Legislative Decree 196/2003 'Personal Data Protection Code' and subsequent amendments (Legislative Decree 101/2018).

1. DATA CONTROLLER

The Data Controller is ECIPA Scarl, with registered office in Via della Pila 3/b, 30175 Marghera (VE), tel. 041.928638 / 041.5382462, e-mail: info@ecipa.eu, as the entity that determines the means and purposes of the collection and use of personal data within the scope of the above-mentioned project.

2. DATA PROCESSORS

The Data Controller may use suppliers who process personal data on its behalf (e.g. IT and hosting services, online form management). These include, in particular, the service provider used to collect responses (Google Forms/Google Workspace).

For more information on the updated list of Data Processors and/or any sub-processors, please write to: privacy@ecipa.eu.

3. PURPOSE AND LEGAL BASIS

The legal basis for the processing of the data subject's data is the implementation of pre-contractual measures taken at the request of the data subject (acceptance of the expression of interest) pursuant to Article 6(1)(b) of the GDPR.

Type of data: The data collected does NOT belong to special categories (e.g. sensitive data), but is common personal data necessary for Ecipa Scarl to carry out its activities in relation to the recipient of the information.

Purpose of processing: The data is collected for: a) Application management: receipt and evaluation of the 'Expression of Interest' sent by the company/professional to participate in the Pilot Action of the CIRCULAR project. BUILDINGS Pilot Action. b) Technical evaluation: analysis of the proposed project idea and the needs expressed in order to select the beneficiaries of the support/consultancy services provided for in the call for applications. c) Project communications: sending of technical and administrative communications relating to the outcome of the selection process and the start of activities.

4. TYPES OF DATA PROCESSED

Personal and contact details (company/professional name, first and last name of the contact person, e-mail address, telephone number, location).

5. TRANSFER TO THIRD COUNTRIES

The use of cloud providers/services may involve the processing of data outside the European Economic Area. In such cases, the Data Controller ensures that the transfer takes place in compliance with Chapter V of the GDPR, adopting the safeguards provided for (e.g. Standard Contractual Clauses and, where applicable, adequacy decisions or other permitted instruments).

6. METHOD OF PROCESSING AND NATURE OF THE PROVISION

Your personal data is processed using the methods indicated in Article 4(2) of the GDPR: collection, recording, organisation, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, erasure and destruction of data. The data collected is limited to the minimum necessary (company name or email address) to

ensure unique responses and will not be used for other purposes. This complies with the principle of data minimisation (Article 5 of the GDPR).

Personal data is processed using paper, computerised and telematic tools in order to guarantee the security and confidentiality of the data, as well as full compliance with the law.

Nature of provision: The provision of data is optional. Any refusal to provide it will only result in the inability to participate in the questionnaire and project activities..

7. RIGHTS OF DATA SUBJECTS

The data subject may at any time exercise the rights recognised by Articles 15-22 of the GDPR (access, rectification, erasure, restriction of processing, data portability, objection and withdrawal of consent, without prejudice to the lawfulness of processing based on consent prior to withdrawal), as well as lodge a complaint with the Data Protection Authority, by contacting the Data Controller and/or the Data Protection Officer (DPO) at the addresses indicated in this policy.

Requests should be sent to privacy@ecipa.eu.

8. RETENTION PERIOD

The data will be stored for the time necessary to manage the selection process and, in the event of a positive outcome, for the duration of the support activities and the project. Subsequently, the data may be stored for the period required by the reporting, archiving and control obligations related to the funding/programme and, in any case, subject to further legal obligations, for no longer than 10 years from the conclusion of the project.

9. APPOINTMENT OF DPO / Data Protection Officer

Pursuant to Article 37 of GDPR 2016/679, Ecipa Scarl appoints OTTO 20 srl, in the person of Giuseppe Savi, as Data Protection Officer. Telephone +393384473878. Email dpo@otto20.net

Last update: 23 December 2025