



## UNIVERSIDAD DE SEVILLA

INFORMATIVE CLAUSE AIMED AT INTERESTED PARTIES WHEN APPLYING THE PRINCIPLE OF TRANSPARENCY AS PROVIDED FOR IN THE RGPD (Spanish Data Protection Act)

Treatment: INTERNATIONAL ACADEMIC PROJECTS

### Detailed additional Information

**Party Responsible:** UNIVERSIDAD DE SEVILLA

**Contact:**

**Identity:** Universidad de Sevilla. CIF Q4118001I

**Domicile:** Calle San Fernando, 4. Código Postal 41004, Sevilla

**Telephone:** 954551000 (switchboard)

Data Protection Delegate's contact details:

Margarita Martínez-Pais Loscertales

[dpd@us.es](mailto:dpd@us.es)

**Objective:**

To promote the University's internationalisation; to collaborate with other institutions by establishing strategic networks and alliances, by developing training plans and other institutional/departamental/interuniversity projects.

**Data storage time limits and criteria.**

Data will be stored for the time necessary in order to fulfil the aims for which it was gathered and in order to determine the potential responsibilities that might arise from said aims and data treatment. This will be subject to the provisions of the legislation concerning archives and documentation. The economic data of the activity to be

treated will be stored under the provisions of the General Tax Law 58/2003 of December 17<sup>th</sup>.

#### Source of Legitimacy for treating your data.

In order to perform a legal obligation on the part of the person responsible for their treatment.

In order to perform a mission undertaken in the public interest or in the exercise of public powers conferred upon the person responsible for their treatment.

By express consent, should this be the case.

Organic (Universities) Law 6/2001 of December 21<sup>st</sup>, modified by Law LO 4/2007, and the articles for its development.

Statutes of Universidad de Sevilla.

#### Recipients of cessions or transfers of your data.

Universities related to the Project.

The European Commission and third-country administrations.

Businesses participating in the projects.

Auditors

International data transfer to third-country project participants, while respecting the applicable data protection regulations.

#### The Rights of Interested Parties

You can exercise the following rights with respect to the protection of your data before Universidad de Sevilla:

The right to apply to access your personal data. Everyone has the right to know whether Universidad de Sevilla, for its part, is treating their own personal data, the objective of such treatment, the source of the said data and whether these data have been, or are going to be, shared with a third party.

The right to request that data be corrected or suppressed. Interested parties have the right to request that incorrect data be corrected or, should it be the case, the right to suppress data when, among other reasons, the data are no longer necessary for the purpose for which they were collected.

The right to request that data treatment be limited. In certain circumstances, interested parties can request that the treatment of their data be limited, in which case Universidad de Sevilla will only store them in order to present, or to defend itself from, potential complaints.

The right to oppose data treatment. In certain circumstances and for reasons related to their own particular situation, interested parties can oppose treatment of their data. In such a case Universidad de Sevilla will cease treating this data, except in cases where

it is legitimately necessary, or in order to present, or to defend itself from, potential complaints.

The right to withdraw the permission granted.

The right to present a complaint before the monitoring authority.

You can find further information, in Spanish, concerning your rights by clicking [here](#), which will take you to the University's data protection webpage, or [here](#), which will take you to the Regional Data Protection Authority.

As well as by the methods provided for in Art. 16.4 of the Common Administrative Procedure of Public Administrations Law 39/2015 of October 1<sup>st</sup>, you can exercise your rights:

- In writing, addressing your letter to: Responsable del Tratamiento de Datos, UNIVERSIDAD DE SEVILLA, Calle San Fernando 4, Código Postal 41004, Sevilla.
- By email to the Delegado de Protección de Datos at [dpd@us.es](mailto:dpd@us.es)
- Via Universidad de Sevilla's *Registro General* located in the Rectorate, Calle San Fernando, 4. **During the Covid-19 emergency, you will need to download and complete the appropriate form, as well as arrange an appointment before going in person.** Click [here](#) for more information in Spanish. When presenting the form in person you will have to identify yourself using your ID card, passport, or any other valid photographic identification document. Click [here](#) for more information, in Spanish, on data protection procedures and forms.

In its capacity as the party responsible for data treatment, Universidad de Sevilla will respond promptly and in no case no later than one month after your communication. If you are not satisfied with the outcome, you can present a complaint before the [Consejo de Transparencia y Protección de Datos de Andalucía, or Andalusian Data Protection and Transparency Authority](#)

### Data Sources:

The Interested Party

Public Administrations, Private Bodies, Public Registries, Universities, Banks

### Categories of data treated:

#### Identification Data:

Name, Surname(s), ID number, Tax Number

Address, Phone Number(s), Electronic Signature, Staff Registration Number

#### Special Data Categories: (Art. 9, 10 RGPD):

Medical data: Electronic Health Service Card Number, Social Security Number /Health Management Organisation Number, etc.

#### Personal Data:

Married Status, Age, Sex, Nationality, Mother Tongue

Academic and Professional Data:

Training, Qualifications, Student Files, Professional Experience, Membership of Professional Bodies or Associations

Employment Data:

Corps/Level, Category/Scale, Positions, Non-economic Payslip Data, Employment History; Leave and Permissions granted, Authorisations

Economic, Financial and Insurance Data:

Earned and non-earned Income, Bank Details, Economic Payslip Data, Insurance, Income

Other Data not included in the above:

Identification and Bank Details of Participating Institutions/Businesses

For more information of the treatment of your data see EU Regulation 2016/679 of the European Parliament and Council of April 27<sup>th</sup> 2016, repealing EC Directive 95/46/CE (General Data Protection Directive) and which regulates the protection of physical persons and the free movement of such data. Click [here](#) to go to Universidad de Sevilla's own personal data protection webpage.