



INFORMATION PURSUANT TO ARTICLES 12, 13, AND 14 OF REGULATION (EU) 2016/679

FOR USERS

Dear User (hereinafter "Data Subject"),


Pursuant to Articles 12, 13, and 14 of EU Regulation 679/2016 on the protection of personal data (hereinafter "GDPR"), the **Professional Association Flow** (hereinafter "Association" or "Data Controller"), as better identified below, within the scope of all the Services provided (hereinafter "Services") to Users - as Data Controller or External Processor depending on the type of activity - may process your personal data (hereinafter "Data"). Therefore, through this document (hereinafter "Information Notice"), the Association intends to provide you with the following information.

This Information Notice does not preclude additional information from being provided to you in different ways or at different times.


DATA CONTROLLER (OR EXTERNAL PROCESSOR PURSUANT TO ART. 28 GDPR)			
	PROFESSIONAL ASSOCIATION FLOW in the person of the pro tempore legal representative located at 33081 – Aviano, Via Ippolito Nievo, 3/A. VAT/Tax Code 01945760930 PEC flow.aviano@pec.it Email info@flow-aviano.it Website https://flow-aviano.it/		
PURPOSES OF PROCESSING			
	Purposes for which processing does not require your consent . The failure to provide data, in whole or in part, will result in the inability to perform the requested service.		
1	Purpose	Types of Data Processed	Legal Basis for Processing
1	Personal or group psychological counseling for adults (individual or as parents or guardians) and minors	Common personal data as per Art. 4 para. 1 no. 1 GDPR (e.g., date of birth, tax code, general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR	(Art. 6 para. 1 ltr. A GDPR): Data Subject's consent (if applicable); (Art. 6 para. 1 ltr. B GDPR): Processing necessary for the performance of a contract; (Art. 6 para. 1 ltr. C GDPR): Processing necessary to comply with a legal obligation; (Art. 6 para. 1 ltr. F GDPR): Processing necessary for the legitimate interest of the Data Controller

2	Personal or group psychotherapy for adults (individual or as parents or guardians) and minors	Common personal data as per Art. 4 para. 1 no. 1 GDPR (e.g., date of birth, tax code, general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR	(Art. 6 para. 1 ltr. A GDPR): Data Subject's consent (if applicable); (Art. 6 para. 1 ltr. B GDPR): Processing necessary for the performance of a contract; (Art. 6 para. 1 ltr. C GDPR): Processing necessary to comply with a legal obligation; (Art. 6 para. 1 ltr. F GDPR): Processing necessary for the legitimate interest of the Data Controller
3	Personal or group occupational therapy for adults (individual or as parents or guardians) and minors	Common personal data as per Art. 4 para. 1 no. 1 GDPR (e.g., date of birth, tax code, general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR	(Art. 6 para. 1 ltr. A GDPR): Data Subject's consent; (Art. 6 para. 1 ltr. B GDPR): Processing necessary for the performance of a contract; (Art. 6 para. 1 ltr. C GDPR): Processing necessary to comply with a legal obligation; (Art. 6 para. 1 ltr. F GDPR): Processing necessary for the legitimate interest of the Data Controller; for special categories of data: (Art. 9 para. 2 ltr. A GDPR): Data Subject's consent; (Art. 9 para. 2 ltr. B): Processing necessary to comply with obligations and exercise specific rights of the Data Controller or Data Subject in labor law, social security, and social protection; (Art. 9 para. 2 ltr. F): Processing necessary to establish, exercise, or defend legal claims
4	Joint and interdisciplinary personal or group therapy for adults (individually or as parents or guardians) and minors	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth and tax code, and general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR.	(Art. 6, para. 1, ltr. A GDPR) Consent of the data subject; (Art. 6, para. 1, ltr. B GDPR) Processing necessary for the performance of a contract; (Art. 6, para. 1, ltr. C GDPR) Processing necessary for compliance with a legal obligation to which the controller is subject; (Art. 6, para. 1, ltr. F GDPR) Processing necessary for the purposes of the legitimate interests pursued by the controller. For special categories of data: (Art. 9, para. 2, ltr. A GDPR) Consent of the data subject; (Art. 9, para. 2, ltr. B GDPR) Processing necessary for carrying out obligations and exercising specific rights of the controller or of the data subject in the field of employment and social


			security and social protection law; (Art. 9, para. 2, ltr. F GDPR) Processing necessary for the establishment, exercise or defense of legal claims.
5	Management of educational projects and school desks at institutions, sports associations, or educational facilities in general	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth and tax code, and general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR.	(Art. 6, para. 1, ltr. A GDPR) Consent of the data subject; (Art. 6, para. 1, ltr. B GDPR) Processing necessary for the performance of a contract; (Art. 6, para. 1, ltr. C GDPR) Processing necessary for compliance with a legal obligation to which the controller is subject; (Art. 6, para. 1, ltr. F GDPR) Processing necessary for the purposes of the legitimate interests pursued by the controller. For special categories of data: (Art. 9, para. 2, ltr. A GDPR) Consent of the data subject; (Art. 9, para. 2, ltr. B GDPR) Processing necessary for carrying out obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law; (Art. 9, para. 2, ltr. F GDPR) Processing necessary for the establishment, exercise or defense of legal claims.
6	Management of relationships with third-party teachers or other professionals (e.g., speech therapists) on patient cases	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth and tax code, and general contact data) and special categories of data as per Art. 9 GDPR (e.g., health data), judicial data as per Art. 10 GDPR.	(Art. 6, para. 1, ltr. A GDPR) Consent of the data subject; (Art. 6, para. 1, ltr. B GDPR) Processing necessary for the performance of a contract; (Art. 6, para. 1, ltr. C GDPR) Processing necessary for compliance with a legal obligation to which the controller is subject; (Art. 6, para. 1, ltr. F GDPR) Processing necessary for the purposes of the legitimate interests pursued by the controller. For special categories of data: (Art. 9, para. 2, ltr. A GDPR) Consent of the data subject; (Art. 9, para. 2, ltr. B GDPR) Processing necessary for carrying out obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law; (Art. 9, para. 2, ltr. F GDPR)

			Processing necessary for the establishment, exercise or defense of legal claims.
7	Management of videos, recordings, images, and sounds of patients and professionals also during therapy	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth and tax code, and general contact data, images, voice) and special categories of data as per Art. 9 GDPR (e.g., health data).	(Art. 6, para. 1, ltr. A GDPR) Consent of the data subject; For special categories of data: (Art. 9, para. 2, ltr. A GDPR) Consent of the data subject.
8	Management of relationships with Insurance companies	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth tax code, and general contact data).	(Art. 6, para. 1, ltr. B GDPR) Processing necessary for the performance of a contract; (Art. 6, para. 1, ltr. C GDPR) Processing necessary for compliance with a legal obligation to which the controller is subject.
 <p>The purpose for which processing requires your consent. The failure to provide data, in whole or in part, will effectively prevent the Data Controller from processing your data for the purposes indicated below but will not prevent the establishment of the relationship and/or the execution of the contract.</p>			
9	Video recordings or photographs of the user for information, business promotion, educational purposes, participation in projects (through media dissemination, e.g., website, social media profiles, TV, Internet, print materials, books, etc.)	Common personal data as per Art. 4 para. 1 no. 1 GDPR (e.g., images, recordings, etc.) and special categories of data as per Art. 9 GDPR (e.g., health data)	(Art. 6 para. 1 ltr. A GDPR): Consent was requested also at the time of recording. For special categories of data, where processing is not justified by one of the alternative legal bases as per point 2: (Art. 9 para. 2 ltr. A): Data Subject's consent requested at the time of the establishment of the employment relationship
10	Purposes referred to in numbers 1,2,3,4,5,6, 7, and 8 of this information notice	Common personal data as per Art. 4, para. 1, no. 1 GDPR (such as date of birth, tax code, general contact data) and special categories of data as per Art. 9 GDPR	Where the processing is not justified by one of the alternative legal bases referred to in point 2: (Art. 6, para. 1, ltr. A GDPR) Consent of the data subject and (Art. 9, para. 2, ltr. A) consent of the data subject

		(health data). Judicial data as per Art. 10 GDPR.	requested at the time of establishing the Employment Relationship.
--	--	---	--

RECIPIENTS OF THE DATA		
	Your data will not be disclosed or made accessible and available to third parties except for communications made by the Data Controller - without your consent - in compliance with legal and contractual obligations and that will be carried out within the EU solely for the purposes indicated below.	
Third Parties or Categories	Purpose	Notes
IT companies	Management, maintenance, and updating of the systems and software used by the Data Controller	Appointment as external processor (Art. 28 GDPR) Information at the Data Controller
Healthcare companies, municipalities, schools, courts, social services, families, authorities, professionals, and insurance companies	Management of activities necessary for the provision of the Service	Appointment as external processor (Art. 28 GDPR) Information at the Data Controller

RETENTION PERIOD	
<p>The Data collected for purposes for which consent is not required will be retained as required by law.</p> <p>In the case of judicial disputes, the Data will be retained for the entire duration of the dispute, until the expiration of the terms for exercising the right of appeal.</p>	<p>The data provided for the purposes for which your consent is required will be retained until the Data Subject requests the cessation of the activity or, if earlier, until the termination for any reason or cause of the pre-contractual negotiations related to the provision of the Service.</p>
<p>Once the retention periods indicated above have expired, the data will be destroyed or anonymized in accordance with the technical deletion and backup procedures.</p>	
NATURE OF PROVIDING DATA	
<p>Providing personal data (common and special) is optional; however, failure to provide it makes it impossible to achieve the purposes of this information notice to conduct all necessary preliminary evaluations and manage any pre-contractual negotiations related to the provision of the Service.</p>	

DATA SUBJECT'S RIGHTS		
	You are informed of the existence of certain rights concerning personal data and their processing that you can request from the Data Controller.	
Right	Description	Modality
Right to withdraw consent (Art. 7 para. III, Art. 13 para. II ltr. A, and Art. 9 para. II ltr. A)	You have the right to withdraw consent for processing where required. The processing of data prior to the withdrawal of consent will continue to be legitimate.	Forms available on the website
Right of access to data (Art. 15)	You may request: a) the purposes of processing; b) the categories of personal data concerned; c) the recipients or categories of recipients to whom the personal data have been or will be disclosed, particularly recipients in third countries or international organizations; d) where possible, the envisaged period for which the personal data will be stored or, if not possible, the criteria used to determine that period; e) the existence of the right to request from the Data Controller rectification or erasure of personal data or restriction of processing of personal data concerning the Data Subject or to object to such processing; f) the right to lodge a complaint with a supervisory authority; g) if the data are not collected from the Data Subject, any available information on their source; h) the existence of automated decision-making, including profiling, referred to in Article 22 paragraphs 1 and 4, and, at least in those cases, meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for the Data Subject. You have the right to request a copy of the personal data undergoing processing.	Forms available on the website
Right to Rectification (art. 16)	You have the right to request the rectification of inaccurate personal data concerning you and to obtain the completion of incomplete personal data.	Forms available on the website
Right to Erasure (art. 17)	You have the right to obtain from the Data Controller the erasure of personal data concerning you if the personal data are no longer necessary for the purposes for which they were collected or otherwise processed if you withdraw your consent if there is no overriding legitimate reason for processing if the data have been processed unlawfully, or if there is a legal obligation to erase them.	Forms available on the website

<p>Right to Restriction of Processing (art. 18)</p>	<p>You have the right to obtain from the Data Controller the restriction of processing when you contest the accuracy of the personal data (for the period necessary for the data controller to verify the accuracy of such personal data) or if the processing is unlawful but you oppose the erasure of personal data and instead request that its use be restricted, or if you need the data for the establishment, exercise, or defense of a legal claim, while the Data Controller no longer needs it.</p>	<p>Forms available on the website</p>
<p>Right to Data Portability (art. 20)</p>	<p>You have the right to receive in a structured, commonly used, and machine-readable format the personal data concerning you that you have provided and the right to transmit them to another entity if the processing is based on consent, a contract, and if the processing is carried out by automated means, unless the processing is necessary for the performance of a task carried out in the public interest or the exercise of official authority and such transmission does not adversely affect the rights of third parties.</p>	<p>The right is exercised by initiating the appropriate procedure with the Data Controller.</p>
<p>Right to Complain to the Data Protection Authority</p>		
<p>The exercise of the above rights is subject to the limits, rules, and procedures provided for by EU Regulation 679/16, which the Data Subject must be aware of and comply with. According to Article 12 para. 3, the Data Controller will provide the Data Subject with information on the action taken without undue delay and, in any event, within one month of receipt of the request. This period may be extended by two months where necessary, considering the complexity and number of requests. The Data Controller will inform the Data Subject of any such extension within one month of receipt of the request, together with the reasons for the delay.</p>		

<p>ACKNOWLEDGMENT OF THE INFORMATION NOTICE AND CONSENT TO DATA PROCESSING</p>	
<p>I, the undersigned</p>	
<p>NAME _____</p>	<p>SURNAME _____</p>
<p>FISCAL CODE _____ _____</p>	<p>RESIDENT IN _____</p>
<p>In the capacity of</p>	
<p><input type="checkbox"/> exercising parental responsibility jointly with the other parent</p>	
<p>NAME _____</p>	
<p>SURNAME _____</p>	
<p>FISCAL CODE _____</p>	
<p>RESIDENT IN _____</p>	
<p><input type="checkbox"/> exercising parental responsibility exclusively by virtue of the order of the Court of _____ of _____ no. _____</p>	
<p><input type="checkbox"/> guardian by virtue of the order of the Court of _____ of _____ no. _____</p>	



EXPLORING UNIQUENESS

O support administrator by virtue of the order of the Court of _____ of _____
no. _____

Concerning the User:

NAME _____

SURNAME _____

FISCAL CODE _____

RESIDENT IN _____

I declare that I have read the Information Notice regarding the processing of my personal data and that of the User.

Read the information notice

- I AGREE
- I DO NOT AGREE

to the processing of personal data belonging to special categories related to the User for the purposes mentioned in this Information Notice.

Date _____

Signature _____

*If applicable, in the case of a parent exercising joint
parental responsibility*

Signature _____