

# Personal Data Processing Activities Record



Universidad Europea  
Miguel de Cervantes

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<b>RESPONSIBLE FOR PERSONAL DATA PROCESSING</b>	
<b>Entity</b>	<b>UNIVERSIDAD EUROPEA MIGUEL DE CERVANTES, S.A. (EUROPEAN UNIVERSITY MIGUEL DE CERVANTES) (hereinafter UEMC)</b>
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
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**Personal Data Protection Officer contact details:**

<b>DATA PROTECTION OFFICER</b>	
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
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<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>OFFICIAL DEGREES STUDENTS</b>
<b><i>STUDENTS OF OWN DEGREES</i></b>
<p>Face-to-face or online registration management (official degrees).            Management of the students' personal data necessary for their academic record, from the registration process to the obtaining of the degree and subsequent endorsement of it.            Management of the students's personal data necessary for the development of teaching and subsequent evaluation processes.            Student's personal data management for billing processes, collections (including POS system) and other administrative procedures.            Student's personal data management necessary for the provision of complementary services (computer tools associated with the UEMC teaching, UEMC App and Smart University Card, Unicheck anti-plagiarism system, MS Office 365, etc.).            Student's personal data management necessary for the communication of statistical data to the Ministry of Education (during students' registration and after graduation).</p>
<b><i>Processing LAWFULNESS</i></b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.            GDPR Article 6.1(c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.            GDPR Article 6.1(e) - Processing is necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities;            GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b><i>PERSONAL DATA CATEGORIES</i></b>
<p>ID card/NIE (foreigner ID)/Passport, surname, first name, photograph, video/audio, postal address, e-mail, telephones, academic information and record, academic degrees, occupation, bank details, curriculum, parents/guardians personal data.</p>
<b><i>AFFECTED DATA CATEGORIES CATEGORIES OF AFFECTED</i></b>
<p>Official degrees students.            Students' parents and/or legal tutors.</p>
<b><i>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</i></b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b><i>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</i></b>

Ministry of Education, Tax Administration and other Public Administrations in legally established cases.  
Financial Institutions.  
Insurance Entities.

***INTERNATIONAL TRANSFERS. APPROPRIATE WARRANTIES DOCUMENTATION***

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

Provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UEMC OWN QUALIFICATIONS STUDENTS</b>
<b>PROCESSING PURPOSE</b>
<p>Management of face-to-face or online registration (official qualifications).            Management of the students personal data necessary for the academic record, from the registration process to the obtaining of the degree and subsequent endorsement of it.            Management of the students’s personal data necessary for the development of teaching and subsequent evaluation processes.            Management of the student’s personal data for billing processes, collections (including POS system) and other administrative procedures.            Management of the students personal data necessary for the provision of complementary services (computer tools associated with UEMC teaching, etc.).</p>
<b>PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.            GDPR Article 6.1(c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.            GDPR Article 6.1(e) - Processing necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities;            GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID/NIE (foreigner ID)/Passport, surname, first name, postal address, e-mail, telephones, academic information and record, academic degrees, occupation, bank details, curriculum, personal data of parents/guardians.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>Students of unofficial qualifications.            Parents and/or legal guardians of students.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>

Collaborating entities in the delivery of their own qualifications;  
Financial Institutions.  
Insurance Entities.  
Tax Administration.

***INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES***

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

Provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PROSPECTIVE STUDENTS CONTACTS</b>
<b>PROCESSING PURPOSE</b>
Management of the prospective student’s personal data, necessary to meet your information demands and the sending of advertising related to their queries. Profiling in order to send the requested information in each case.
<b>PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
No data is transferred to third parties except legal obligation.
<b>AFFECTED DATA CATEGORIES</b>
Prospective students.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PRE-TUITION ACADEMIC MANAGEMENT</b>
<b>PROCESSING PURPOSE</b>
<p>Management of possible prospective students' personal data, necessary for pre-registration, place booking in official degrees (or in other training activities) or academic credit recognition. Sending demanded information.</p> <p>Management of the student's personal data for billing processes, POS collections and other administrative procedures, when necessary.</p>
<b>PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.</p> <p>GDPR Article 6.1(e) - Processing is necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities.</p> <p>GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID/NIE (foreigner ID)/Passport, surname, first name, postal address, e-mail, telephones, academic information and record, academic degrees, occupation and working life, bank details, curriculum, letter of motivation, personal data of parents/guardians, high-level athlete, scholarship applicant, large family benefits.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>Prospective students.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
<p>No data is transferred to third parties except legal obligation.</p>
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
<p>There are no international transfers of personal data.</p>

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>DATA PROCESSING ACTIVITY</b>
<b>UEMC EVENTS</b>
<b>PROCESSING PURPOSE</b>
<p>Management of requests for information, reservations or registrations in various activities and events (Open Doors or other events, Courses, Lectures, Talks, Meetings, Visits, Contests, Workshops, Fairs or other activities).</p> <p>Management of speakers in activities organized by the UEMC.</p> <p>Sending requested information.</p>
<b>PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID/NIE (foreigner ID)/Passport, Name, Surname, e-mail, postal address, image (speakers), bank details.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>Registered for organized conferences and events.</p> <p>Speakers.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
<p>No data is transferred to third parties except legal obligation.</p>
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
<p>There are no international transfers of personal data.</p>
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data Processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>SCHOLARSHIPS</b>
<b>PROCESSING PURPOSE</b>
<p>Management of the students' personal data necessary for the processing of different types of scholarships.            Accreditation of the personal situation to apply for scholarships.            Management of the grant of UEMC scholarships.</p>
<b>PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.            RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID card/NIE (foreigner ID)/Passport, surnames, name, postal address, e-mail, telephones, academic record, economic family data, academic and profesional data, disability, revenues, cadastral data, census certificate, parents functions, rental income, work life, work contracts, payrolls and any needed data for scholarship application.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>Students.            Parents and/or Students legal guardians.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
<p>Ministry of Education and other public administrations for legally established cases.            Santander Bank and other financial institutions.            Tax Administration.            UEMC Foundation.</p>
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UNIVERSITY LIBRARY</b>
<b>DATA PROCESSING PURPOSE</b>
Management, control and loan of the University library funds and resources. Management of bibliographic acquisitions, digital publications and interlibrary loan.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. GDPR Article 6.1(e) - Processing is necessary for the fulfillment of a mission carried out in the public interest or in the exercise of public authorities.
<b>PERSONAL DATA CATEGORIES</b>
ID/NIE (foreigner ID)/Passport, surname, first name, postal address, e-mail, telephones, academic record, family economic data, academic and professional data, employment data.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), PEI, Teaching and researching staff (TRS))
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>BUSINESS INTERNSHIP SERVICE</b>
<b>DATA PROCESSING PURPOSE</b>
Management of students' personal data, necessary for internship services and employment advice. Management of professional contact data of people who perform their professional work in companies that employ internship students.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller. RGPD Article 6.1 a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID/NIE (foreigner ID)/Passport, last name, first name, postal address, e-mail, telephones, academic record, curriculum Vitae (CV), Career Plan.
<b>AFFECTED DATA CATEGORIES</b>
Students. Company professionals where students perform their internships.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Organizations where students are candidates to complete their internships.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
International transfers of personal data usually do not occur unless the student applies for internships abroad and in countries outside the EEA.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UEMC EMPLOYMENT SERVICE (JOB CENTER SERVICES)</b>
<b>DATA PROCESSING PURPOSE</b>
Management of students and graduates personal data necessary for the job center services.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.b) - Processing necessary for the performance of a contract in which the person concerned is a party or a par to the application of pre-contractual measures. GDPR Article 6.1(c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller. GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID/NIE (foreigner ID)/Passport, last name, first name, postal address, e-mail, telephones, academic record, Curriculum vitae (CV).
<b>AFFECTED DATA CATEGORIES</b>
Students. Graduates. Company professionals where students perform their internships.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Organizations participating in the University's employment exchanges.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>COMPLEMENTARY TRAINING</b>
<b>DATA PROCESSING PURPOSE</b>
Management of students, graduates, staff and external staff personal data necessary for the holding of various training activities, including those of the Language Center.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.b) - Processing necessary for the performance of a contract in which the data subject is a party or pair to the application of pre-contractual measures.RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller. RGPD Article 6.1 a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, SS no., surnames, name, bank details, postal address, e-mail, telephones, academic qualification, profession.
<b>AFFECTED DATA CATEGORIES</b>
Students and graduates. Employees. External users who sign up for complementary training.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>SPORTS SERVICE</b>
<b>PROCESSING PURPOSE</b>
<p>Personal data management of the beneficiaries of sports programs organized by the service (“UEMC treats you”, “UEMC takes care of you”, “UEMC trains you”, “UEMC moves you” and other sports activities).</p> <p>Data management of those registered to sports activities of the University and other external activities (Rector Trophy, Spanish Championships, etc.), including lodging and maintenance (where applicable).</p>
<b>PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID/NIE (foreigner ID)/Passport, surname, first name, postal address, e-mail, telephones, health record.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>Students. Employees.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
<p>Sports activities organizers. Sports Council. Hotels.</p>
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
<p>There are no international transfers of personal data.</p>
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>HUMAN RESOURCES</b>
<b>DATA PROCESSING PURPOSE</b>
<p>Management of employees' personal data (Teaching and researching staff (TRS), PEI and Management and services staff (MSS)), necessary to establish and maintain the employment relationship with the entity, including administrative and economic procedures.</p> <p>Management of the personal data of the Teaching and researching staff (TRS), necessary to implement their educational activity.</p> <p>Management of the employees' personal data, necessary for the management of complementary services (computer tools associated with UEMC teaching, MS Office 365, management system Untis and WebUntis, Employee Portal, Library, Archive, UEMC App and Smart University Card, Unicheck anti plagiarism system, etc.).</p> <p>Management of labor personnel and the University staff record.</p> <p>Prevention of Occupational Risks.</p> <p>Training.</p> <p>Management of trade union activity.</p>
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<b>DATA PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - The Processing is necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.</p> <p>GDPR Article 6.1(c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID card/NIE (foreigner ID)/Passport, surnames, name, postal address, e-mail, telephones, expediente académico, datos económico-financieros, datos académicos y profesionales, discapacidad, datos familiares, PRL, detalles de empleo, datos de características personales, afiliación sindical.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>University working staff (Teaching and researching staff (TRS), PEI, Management and services staff (MSS)).</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>

Labour Consulting Services.  
Tax Administration.  
Social Security Treasury and mutual funds.  
National Statistical Institute.  
Financial institutions.  
Ministry of Education and other public administrations.  
Castile and Leon Regional Government, ACSUCYL (Quality Agency for the University system of Castile and Leon), ANECA (National Quality Assessment Agency).

***INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES***

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>JOB POSITION CANDIDATES</b>
<b>DATA PROCESSING PURPOSE</b>
Selection of personnel and provision of jobs. Management of the candidates' personal data for job offers submitted by the entity and spontaneous applications.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.a) - Processing based on the express consent of the data subject. RGPD Article 6.1.f) - Processing necessary for the satisfaction of legitimate interests.
<b>PERSONAL DATA CATEGORIES</b>
ID/NIE (foreigner ID)/Passport, surname, first name, postal address, e-mail, telephones, academic record, Curriculum vitae (CV).
<b>AFFECTED DATA CATEGORIES</b>
Job candidates.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing (1 year from the collection).

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PRESENCE MONITORING</b>
<b>DATA PROCESSING PURPOSE</b>
Management of University employees presence monitoring.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner IID)/ Passport, surnames, name, working hours, department, fingerprint.
<b>AFFECTED DATA CATEGORIES</b>
University working staff (Teaching and researching staff (TRS), PEI, Management and services staff (MSS)).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and the processing of the data (4 years).

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>CLIENTS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of customers' personal data necessary for the administrative, billing and logistics services derived from the contractual relationship, as well as the commitments derived from the contract.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/passport, surnames, name, bank details, postal address, e-mail, telephones, commercial and professional information.
<b>AFFECTED DATA CATEGORIES</b>
Clients.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>SUPPLIERS</b>
<b>DATA PROCESSING PURPOSE</b>
Suppliers' personal data management, necessary for the administrative, billing and logistics services derived from the contractual relationship, as well as the commitments derived from the contract.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, surnames, name, bank details, postal address, e-mail, telephones, commercial and professional information.
<b>AFFECTED DATA CATEGORIES</b>
Suppliers.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>VIDEO SURVEILLANCE</b>
<b>DATA PROCESSING PURPOSE</b>
Ensure the safety of people, goods and facilities.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD: 6.1.f) - Processing for the satisfaction of legitimate interests.
<b>PERSONAL DATA CATEGORIES</b>
Images.
<b>AFFECTED DATA CATEGORIES</b>
Students. Employees. Other individuals who come to the University facilities.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
State law enforcement.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and the processing of the data (30 days).

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>RESEARCH MANAGEMENT</b>
<b>DATA PROCESSING PURPOSE</b>
Administrative management and coordination of research projects whose responsibility lies with the UEMC.
<b>DATA PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.</p> <p>RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.</p> <p>RGPD Article 6.1.e) - Processing necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities;</p> <p>GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID card/NIE (foreigner ID)/Passport, Name, Surnames, e-mail, postal address, telephones, academic and professional data, image/voice.</p> <p>Other data categories related to the research project.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>University working staff (Teaching and researching staff (TRS), PEI, Management and services staff (MSS)).</p> <p>Students.</p> <p>Volunteers participating in the research project.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>

UEMC Research Ethics Committee.  
External Ethics Committees.  
Valladolid Provincial Council.  
ACSUCYL (Quality Agency for the University system of Castile and Leon).  
Collaborating entities.  
Funding institutions and other public bodies.

***INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES***

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>KNOWLEDGE TRANSFER MANAGEMENT</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the Teaching and researching staff (TRS), PEI, Management and services staff (MSS) and Students data necessary for the coordination of knowledge transfer processes (including advice on entrepreneurship, advice on the preparation of project proposals, project funding requests, advice and support for the protection of industrial and/or intellectual property of research results, participation in R&D activities, etc.) whose responsibility lies with UEMC, as well as for its proper dissemination in internal and external media.
<b>DATA PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.</p> <p>RGPD Article 6.1.e) - Processing necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities;</p> <p>GDPR Article 6.1(a) - Processing based on the express consent of the data subject.</p>
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, name, surname, e-mail, postal address, telephones, academic and professional data, imagen/voz.
<b>AFFECTED DATA CATEGORIES</b>
University working staff (Teaching and researching staff (TRS), PEI, Management and services staff (MSS)). Students.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Castile and Leon Regional Government (FUESCYL: Castile and Leon Universities and Superior Teaching Foundation).
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing. The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>TALENT RETENTION PROGRAM</b>
<b>DATA PROCESSING PURPOSE</b>
Management of Talent Retention Program grants. Management of program-specific activities and subsequent derivative actions.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD: 6.1.a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, Name, Surnames, e-mail, postal address, Currículum Vitae.
<b>AFFECTED DATA CATEGORIES</b>
Recent graduates.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.



<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>“PROADA” ( ATTENTION TO DIVERSITY AND SUPPORT LEARNING PROGRAM (ADSLP)) FOLLOW-UP</b>
<b>DATA PROCESSING PURPOSE</b>
Management and communications associated with the specialized attention to the PROADA (ADSLP) student.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, Name, Surnames, e-mail, postal address.
<b>AFFECTED DATA CATEGORIES</b>
Students. Parents and/or legal guardians.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>TUTORIAL ACTION</b>
<b>DATA PROCESSING PURPOSE</b>
Managing of follow-up programs, Mentor and 360 impulse of the University.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIF/Management and services staff (MSS)sport, Name, Surnames, telephone, e-mail, degree.
<b>AFFECTED DATA CATEGORIES</b>
Students
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>VOLUNTEERING PROGRAM</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the volunteer actions of the UEMC community.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller. GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
Name, surname, e-mail.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), Teaching and researching staff (TRS) and PEI).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Castile and Leon local government.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>SOCIAL ACTION</b>
<b>DATA PROCESSING PURPOSE</b>
Management of social action in the UEMC and the conferences and activities organized by the organization.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
Name, surname, e-mail, degree.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Teaching and researching staff (TRS), Management and services staff (MSS), PEI). Other participants in the conferences.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Castile and Leon local government.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>ELECTORAL CENSUS</b>
<b>DATA PROCESSING PURPOSE</b>
Personal data management of students' censuses and employees for the different internal election processes.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.b) -Processing necessary for the performance of a contract in which the data subject is a party or pair to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, Name, Surname.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Teaching and researching staff (TRS), Management and services staff (MSS), PEI).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PROFESSIONAL CONTACTS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of existing professional contacts in UEMC.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.f) - Processing necessary for the satisfaction of legitimate interests.
<b>PERSONAL DATA CATEGORIES</b>
Name, surname, position, address, telephone, e-mail.
<b>AFFECTED DATA CATEGORIES</b>
Professional contacts.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING CTIVITY</b>
<b>DISCUSSION CLUB</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the activities carried out in the UEMC discussion club.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Management and services staff (MSS)sport, Name, surnames, address, telephone, e-mail.
<b>AFFECTED DATA CATEGORIES</b>
Students.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Organizadores de eventos de debate.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UEMC LISTENS TO YOU</b>
<b>DATA PROCESSING PURPOSE</b>
Processing of complaints, suggestions and congratulations submitted in relation to the UEMC.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller. GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
Name, surname, e-mail.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), PEI, Teaching and researching staff (TRS)). Other people related to the UEMC.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>TECHNICAL SUPPORT</b>
<b>DATA PROCESSING PURPOSE</b>
Processing of information and technical support requests associated with UEMC web services.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
Name, surname, e-mail, ID card, telephone, degree.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), PEI, Teaching and researching staff (TRS)). Other people interacting with UEMC web platforms.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>INTERNATIONAL RELATIONS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of participation in exchange programs with other Universities (ERASMUS, Magellan Program and Ibero-American Program). Processing for the provision of UEMC teaching services.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfilment of a legal obligation applicable to the controller. GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIF(Tax ID no.)/Passport, name, surname, postal address, telephone, e-mail, academic and professional data, economic and financial data, personal features data
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), PEI, Teaching and researching staff (TRS)).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Destination Universities. European Commission. Ministry of Education and other public administrations. Insurance Entities. Santander Bank.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>

International data transfers to universities outside the EEA in cases where it applies (Mexico, Brazil, Chile, Peru and Argentina).

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>LEGAL ADVICE</b>
<b>DATA PROCESSING PURPOSE</b>
Management of legal documentation, review of titles, claims, litigation, judgments and other actions of the UEMC legal advice for defense in judicial and extrajudicial proceedings.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.c) -Processing necessary for the fulfilment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIF/Passport, name, surname, postal address, telephone, e-mail, academic and professional data, economical and financial data, personal features data, infringement data and other data necessary for the exercise of the functions entrusted.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), PEI, Teaching and researching staff (TRS)). Judges, lawyers, prosecutors involved in the process.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Judges and Courts. Prosecutor's Office and other public administrations. Court of Auditors. State Security Forces and Corps. Records and Notaries.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PUBLICATIONS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the process of publishing works, manuals and books in the UEMC.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfilment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
Name, Surname, ID card, address, e-mail, signature, telephone, financial and economical data, academic and professional data.
<b>AFFECTED DATA CATEGORIES</b>
Authors. Experts reviewing the work.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
Financial institutions. Tax Administration.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UNIVERSITY DEFENSE OFFICE</b>
<b>DATA PROCESSING PURPOSE</b>
Management and handling of complaints, consultations, mediation in conflicts, recommendations and other resolutions assigned to the University Defence Office.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.c) - Processing necessary for the fulfilment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
Name, Surname, ID card, e-mail, telephone, personal features data and employment details.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), Teaching and researching staff (TRS), PEI).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UEMC BLOG</b>
<b>DATA PROCESSING PURPOSE</b>
Subscription to the UEMC blog to receive posts by mailing.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
E-mail.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), Teaching and researching staff (TRS), PEI). Other people subscribed to the blog.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UNIVERSITY ARCHIVE</b>
<b>DATA PROCESSING PURPOSE</b>
Management and control of the UEMC archived documentation and documentary.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD Article 6.1.e) - Treatment necessary for the fulfillment of a mission in the public interest or in the exercise of public authorities.
<b>PERSONAL DATA CATEGORIES</b>
Name and surname, address, signature, telephone, mail, academic and professional data, employment data.
<b>AFFECTED DATA CATEGORIES</b>
Students. University working staff (Management and services staff (MSS), Teaching and researching staff (TRS), PEI).
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>UEMC ALUMNI AND FRIENDS ASSOCIATION</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the personal data of alumni, graduates and people interested in belonging to the UEMC Alumni and Friends Association and take part in its activities.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(a) - Processing based on the express consent of the data subject.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIF/Passport, Name, Surnames, telephone, e-mail, Academic record.
<b>AFFECTED DATA CATEGORIES</b>
Students. Graduates. Other parties.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>RESPONSIBLE FOR PERSONAL DATA PROCESSING</b>	
<b>Name</b>	<b>EUROPEAN UNIVERSITY MIGUEL DE CERVANTES FOUNDATION</b>
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
<b>Contact E-mail</b>	<b><a href="mailto:fundacion.uemc@uemc.es">fundacion.uemc@uemc.es</a></b>

**Personal Data Protection Officer contact details:**

<b>PERSONAL DATA PROTECTION OFFICER</b>	
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
<b>Contact E-mail</b>	<b><a href="mailto:dpd@uemc.es">dpd@uemc.es</a></b>

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>BUSINESS CONTACTS</b>
<b>DATA PROCESSING PURPOSE</b>
Existing business contacts management at the UEMC Foundation.
<b>DATA PROCESSING LAWFULNESS</b>
RGPD: 6.1.f) - Processing necessary for the satisfaction of legitimate interests.
<b>PERSONAL DATA CATEGORIES</b>
Name, surnames, position, address, telephone, e-mail.
<b>AFFECTED DATA CATEGORIES</b>
Business contacts.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>
They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.  The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>RESPONSIBLE FOR PERSONAL DATA PROCESSING</b>	
<b>Name</b>	<b>CLÍNICA Y EDUCACIÓN S.L. (Clinic and Education)</b>
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
<b>Contact E-mail</b>	<b>info@clinica.uemc.es</b>

**Personal Data Protection Officer contact details:**

<b>PERSONAL DATA PROTECTION OFFICER</b>	
<b>Address</b>	<b>Padre Julio Chevalier, 2. 47012 – Valladolid (SPAIN)</b>
<b>Telephone</b>	<b>+34-983 001 000</b>
<b>Contact e-mail</b>	<b>dpd@uemc.es</b>

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>PATIENTS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the personal data of the University Clinic patients, necessary for the preparation and maintenance of clinical records, as well as for billing processes, collections and other administrative procedures.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.f) - Processing necessary for the satisfaction of legitimate interests.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, surnames, name, bank details, datos económicos, postal address, e-mail, telephones, clinical-dental record.
<b>AFFECTED DATA CATEGORIES</b>
Patients.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>HUMAN RESOURCES</b>
<b>DATA PROCESSING PURPOSE</b>
<p>Management of the personal data of the clinic’s employees necessary to establish and maintain the employment relationship with the entity, including administrative and economic procedures.            Presence monitoring.            Prevention of Occupational Risks.            Training.            Management of trade union activity.</p>
<b>DATA PROCESSING LAWFULNESS</b>
<p>GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures.            RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.</p>
<b>PERSONAL DATA CATEGORIES</b>
<p>ID card/NIE (foreigner ID)/Passport, surnames, name, postal address, e-mail, telephones, academic record, economic-financial data, academic and professional data, disability, family data, PRL, employment details, personal features data, Union membership, presence monitoring.</p>
<b>AFFECTED DATA CATEGORIES</b>
<p>Employees.</p>
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
<p>Security measures may be reviewed within the security measures section of the Privacy Policy.</p>
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
<p>Labour Advising Services.            Tax Administration.            General Treasury of Social Security and mutual funds.            National Statistical Institute.            Financial institutions.</p>
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>

There are no international transfers of personal data.

***DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES***

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.

<b>PERSONAL DATA PROCESSING ACTIVITY</b>
<b>SUPPLIERS</b>
<b>DATA PROCESSING PURPOSE</b>
Management of the suppliers personal data necessary for the administrative, billing and logistics services derived from the contractual relationship, as well as the commitments derived from the contract.
<b>DATA PROCESSING LAWFULNESS</b>
GDPR Article 6.1(b) - Processing necessary for the performance of a contract in which the data subject is a party or par to the application of pre-contractual measures. RGPD Article 6.1.c) - Processing necessary for the fulfillment of a legal obligation applicable to the controller.
<b>PERSONAL DATA CATEGORIES</b>
ID card/NIE (foreigner ID)/Passport, surnames, name, bank details, postal address, e-mail, telephones, commercial and professional information.
<b>AFFECTED DATA CATEGORIES</b>
Suppliers.
<b>DESCRIPTION OF TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES</b>
Security measures may be reviewed within the security measures section of the Privacy Policy.
<b>CATEGORIES OF COMMUNICATIONS RECIPIENTS, INCLUDING THIRD COUNTRIES OR INTERNATIONAL ORGANIZATIONS</b>
No data is transferred to third parties except legal obligation.
<b>INTERNATIONAL TRANSFERS. DOCUMENTATION OF APPROPRIATE WARRANTIES</b>
There are no international transfers of personal data.
<b>DEADLINES FOR THE DELETION OF DIFFERENT DATA CATEGORIES</b>

They will be kept for the time necessary to fulfill the purpose for which they were collected and to determine the possible responsibilities that may arise from that purpose and data processing.

The provisions of the basic rules of preservation of documentation with personal data and the rules of conservation and documentary file apply.