



Privacy Notice on the Processing of Personal Data in Connection with Submission and Editorial Management of the Trento Student Law Review

Regulation (EU) 2016/679 (“General Data Protection Regulation”, hereinafter “GDPR”) recognises everyone’s right to the protection of personal data concerning them.

Pursuant to Article 13 of Regulation (EU) 2016/679, the University of Trento provides the following information to persons who register on the TEsEO/TSLR platform, submit contributions, carry out peer-review activities, or otherwise interact with the Journal (hereinafter “data subjects”).

1. Data Controller

The Data Controller is the **University of Trento**, via Calepina no. 14, 38122 Trento (TN), Italy; email: ateneo@pec.unitn.it; ateneo@unitn.it.

2. Contact details of the Data Protection Officer

The **Data Protection Officer (DPO)**, who may be contacted for information regarding personal data, can be reached at the following email address: rpd@unitn.it.

3. Purposes of the processing and legal basis

The University of Trento processes personal data in the performance of its institutional tasks and for purposes carried out in the public interest pursuant to Article 6(1)(e) GDPR, solely for the following purposes:

a) enabling registration on the platform, receipt of submissions, and management of proposed contributions; b) carrying out editorial assessment, peer review, editing, publication, and dissemination of contributions; c) managing communications with authors, reviewers, editors, and other collaborators of the Journal, including requests for rectification, correction, retraction, or the exercise of rights; d) sending communications strictly related to the Journal’s scientific and editorial initiatives (such as calls for papers, events, editorial updates, and institutional activities).

4. Categories of personal data processed

Common personal data: identification and contact data (name, surname, email address), affiliation and academic or professional qualification, username, ORCID where applicable, country, contribution metadata, editorial correspondence, access data, and any other common personal data contained in materials submitted to the Journal.

Special categories of personal data: these do not form part of the processing carried out in connection with submission and editorial management of the Journal. Authors and other data subjects are therefore invited not to include such data in manuscripts, attachments, biographical notes, or correspondence. Should such data be included inadvertently, they will not be processed and will be promptly deleted or anonymised.



Judicial data: as a rule, these do not form part of the processing carried out in connection with submission and editorial management of the Journal. Should references to proceedings or judicial decisions containing identifying data be incidentally included in the materials submitted, they will be assessed and, where not necessary, removed, anonymised, or redacted, in compliance with the applicable rules on legal information.

5. Nature of the provision of data

The provision of personal data is necessary for registration on the platform, management of submissions, peer review, editing, publication, and related institutional communications; failure to provide such data will make it impossible to proceed.

6. Processing methods

Personal data are processed in paper, electronic and/or telematic form by staff authorised to process data in accordance with the tasks and duties assigned, and in compliance with the principles of lawfulness, fairness, transparency, adequacy, relevance, accuracy, non-excessiveness, integrity, and confidentiality (Article 5(1) GDPR). No profiling or automated decision-making is carried out.

7. Categories of recipients

In addition to the staff of the relevant University structures and the authorised persons operating for the Journal, the data may be disclosed to members of the editorial staff and editorial bodies, to external reviewers, and to providers of technical and IT services necessary for the functioning of the platform and editorial management, where appointed as Data Processors pursuant to Article 28 GDPR.

Outside these cases, personal data may be disclosed to third parties only where required by law and/or by an order of the judicial authority.

Personal data will not be transferred to non-EU countries.

Certain personal data that are strictly necessary may be published on the Journal's website and/or in published contributions (e.g. name and surname, affiliation, institutional contact details, ORCID, biographical note, and editorial metadata), insofar as relevant to the purposes of scholarly publication and legal information.

8. Data retention period

Personal data will be retained for the period necessary to achieve the above purposes and, in any event, for the time required to comply with any legal obligations. In particular, data relating to submissions, peer-review procedures, accounts, and editorial correspondence will, as a rule, be retained for five years from the closure of the editorial procedure or from the last relevant interaction; data relating to published contributions and their metadata may be retained for a longer period, including without a predetermined end date, where necessary for archiving in the public interest, scientific research, documentation of editorial activity, and legal information.



In any event, they will be retained for the period established by the applicable legislation and/or University regulations on the management and retention of documents produced by the University in the course of its institutional activities.

9. Data subjects' rights

At any time, data subjects may exercise against the Data Controller the rights laid down in Articles 15 et seq. GDPR:

- **access to their personal data** and to the other information referred to in Article 15 GDPR;
- **rectification of their personal data** where inaccurate and/or **completion** thereof where incomplete;
- **erasure** of their personal data, except where the University is required to retain them pursuant to Article 17(3) GDPR;
- **restriction of processing** in the cases referred to in Article 18 GDPR;
- **objection to processing** of personal data concerning them, where permitted under Article 21 GDPR.

To exercise these rights, data subjects may use the dedicated form available on the "[Privacy and personal data protection](#)" page of the University website and send it to the Data Controller using the contact details above.

Data subjects who believe that the processing of their personal data is carried out in breach of the GDPR have the right to lodge a complaint with the Italian Data Protection Authority pursuant to Article 77 GDPR or to bring proceedings before the competent judicial authorities.

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