



**FOR NON-EU CITIZENS AT LNGS**  
**fill-in by computer and return to [useroffice@lngs.infn.it](mailto:useroffice@lngs.infn.it)**

Name \_\_\_\_\_ Surname \_\_\_\_\_

Place and date of birth \_\_\_\_\_ Citizenship \_\_\_\_\_

Experiment \_\_\_\_\_ e-mail \_\_\_\_\_

Date of arrival to Gran Sasso Labs \_\_\_\_\_

Date of departure from Gran Sasso Labs \_\_\_\_\_

(for holders of an Italian residence permit only):

- Italian residence permit valid up to (dd/mm/yy) \_\_\_\_\_

- Waiting for Italian residence permit to be issued -> *application submitted by Police on \_\_\_\_\_ and expected expiration date \_\_\_\_\_ (if for any reason residence permit is issued for shorter time I will immediately notify that to [useroffice@lngs.infn.it](mailto:useroffice@lngs.infn.it));*

Living expenses covered by: \_\_\_\_\_ Phone at LNGS \_\_\_\_\_

I would like to receive a reference letter by Gran Sasso Labs<sup>(1)</sup> Yes  No

**Information note with regard to the processing of personal data - Art. 13 of Regulation (EU) 2016/679**

**1. Controller:** Istituto Nazionale di Fisica Nucleare (INFN), registered office in Frascati (RM) e-mail: [presidenza@presid.infn.it](mailto:presidenza@presid.infn.it)  
**2. Data protection officer:** e-mail: [dpo@infn.it](mailto:dpo@infn.it)  
**3. Purposes, nature, duration and procedures of the processing:** data collected by the current form are processed by INFN only for the purposes connected to Laboratori Nazionali del Gran Sasso physical and computing resources access authorization related procedure. Data are processed for the time required to begin and to accomplish that procedure and, after, data are stored solely for archiving purposes according to the rules on administrative documents record-keeping. If no consent is given, that procedure cannot be started.  
Data are processed, also by computing tools, by INFN personnel authorized to data processing or by third parties expressly identified as processors. Data are not disclosed to third parties or disseminated unless the disclosure is specifically provided for by European Union or Member State law.  
**4. Transfer of data to third Countries:** collected data are not transferred to third Countries unless the person concerned provides INFN with a clear affirmative consent to disclose her/his own data for her/his own specific needs.  
**5. Data recipients:** for compliance with legal obligations in matter of security and/or migration, collected data might be disclosed, as provided for by the law, to Authorities and Institutions like Police, Prefecture, Ministry of the Interior/of Foreign Affairs or diplomatic and consular representations.  
**6. Rights of data subjects:** INFN guarantees to data subjects the right to request access, rectification or erasure of personal data or restriction of processing concerning the data subject or to object to such processing pursuant to Articles 15 et seq. of the Regulation (EU) 2016/679.  
INFN guarantees the right to lodge a complaint with the Authority for Personal Data Processing ('Autorità Garante del Trattamento dei dati personali') for such processing. The rights guaranteed by this Regulation can be exercised by email application to [dpo@infn.it](mailto:dpo@infn.it)

\_\_\_\_\_  
Place and date

\_\_\_\_\_  
Signature

\*\*\*

<sup>(1)</sup> The Gran Sasso Labs reference letter is in Italian and it is mainly intended:

- to declare the presence in Italy by the local Police Dept. of L'Aquila ('Dichiarazione di Presenza') for stays up to 90 days; this process has to be accomplished within eight (8) working days upon arrival in Italy/Schengen area. Please note that a readable entry stamp by the Border Police acts as a declaration of presence.

Prof. Ezio Previtali  
Director

