

Archive Access Request Form

Please print in block letters and send to:
info.archiviogenerale@focolare.org

Including a photocopy or scanned digital copy of a valid ID

Ms./Mrs./Mr.
born on: city: country:
citizenship: residence:
address country:
phone: email:
profession:
company:

requests to be admitted to consult the records of the Focolare Movement General Archives.

Research topic

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Research objective

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The requestor:

- Declares that they have never been expelled from archive or library reading and study rooms in Italy or abroad;

- Promises to comply with all relevant regulations concerning public use of the archives; and
- Consents to being sent information and communications relating to the Focolare Movement General Archives and study centres.

Yes

No

Place, date:

Signature:

Authorised by:

Rocca di Papa (RM), Signed for the Archives

Information on current regulations

The requestor agrees to comply with the provisions of the Personal Data Protection Code of Legislative Decree 196/03 and its subsequent amendments and additions; Regulation (EU) 2016/679 of the European Parliament; and the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data; and the Code of Ethics and Good Conduct for the Processing of Personal Data for Historical Purposes issued by the Guarantor Authority for the Protection of Personal Data, with provision 14.03.2001 and its subsequent amendments and additions.

Information on how personal data is handled

In accordance with Legislative Decree 196/03 and its subsequent amendments and additions, and art.13 of EU Regulation 2016/679 (GDPR), the personal data obtained from this application for consultation is collected at the General Archive of the Focolare Movement, exclusively for the purpose of managing this request for consultation. This is in accordance with current laws and provisions governing archived material. Personal data will not be communicated or disseminated to other public or private entities. It will be processed for the entire duration necessary for the accurate and complete provision of the requested service.

Failure to provide personal data makes it impossible to obtain the requested service.

The data controller is P.A.F.O.M., with a registered office in Rocca di Papa (Rome - Italy), Via Frascati, 306.

The applicable regulations recognize a series of rights for the applicant, including, by way of example, the right to: (i) access their personal data; (ii) request its correction; (iii) request its updating and deletion, if the data is incomplete, incorrect or collected in violation of the law; (iv) request that the processing be limited to the part of the information concerning them; (v) transmit to them, or to third parties indicated by them, the information concerning them ("data portability"); (vi) oppose its processing for legitimate reasons; (vii) revoke their consent at any time by written request, addressed without formality to P.A.F.O.M., sent by e-mail to info.archiviogenerale@focolare.org.

P.A.F.O.M. reminds applicants that, where the response to requests is not considered satisfactory, the user may contact and lodge a complaint with the Guarantor Authority for the Protection of Personal Data (garanteprivacy.it) in the manner provided for by the applicable regulations.

The specific address to transmit requests to exercise rights as recognized by EU Regulation 2016/679 (GDPR) to P.A.F.O.M. is privacy@focolare.org.