



***Rondine Cittadella della Pace***  
***World House Program***  
2023 - Call for participants  
*New deadline: February 27, 2023*

## **The mission of Rondine**

The Rondine Cittadella della Pace Association, based in Italy, has been working for peace and dialogue for over 20 years. The program aims at promoting conflict transformation through the experience of young people coming from conflict and post-conflict areas and belonging to different cultures by applying an original training approach.

*The mission of the Association is to promote the creative transformation of conflict through the experiences of young people who discover the human being in their enemy.*

During a two-year experience, participants deconstruct the idea of the "enemy" and work actively to design projects with a social, political, and economic impact to contribute to peaceful development in their own countries and the world.

To achieve these results, fellows receive in-depth, high-quality training on topics related to conflict management. They also improve their soft skills and learn about necessary methodologies to create concrete opportunities for development and reconciliation.

In addition to this specific training program, fellows develop their professional and academic curriculum by obtaining a Master's degree.

## **What is the *World House*?**

The *World House* is an international experience of civic engagement for conflict transformation. It takes place through the experience of cohabitation by engaging with fellows through daily activities. This is a core part of the project where the educational process and training take place - learning by living.

By being at the core of the Citadel, the *World House* involves many innovative courses and projects. The young participants are prepared to become future leaders in a context of fast transformation and deep change, where the conflicts have high stakes and the relationships are increasingly complex.

It is the place where the promotion and the diffusion of the mission of Rondine begin.

## **The program**

It is now possible to apply to the current program running from July 2023 to June 2025, which includes four main areas:



- 1. Daily life:** through cohabitation with others, participants practice respect for the other as a person. They are asked for responsible participation in the educational processes focused on the encouragement of personal growth. The whole experience is based on *relations* and the commitment to take care of them, to be able to handle them constructively, and to understand social, cultural, and religious diversity. Participants are expected to actively contribute to the daily life of Rondine, participate in community service activities, and to adopt a proactive attitude. Rondine staff periodically interviews fellows to assess their proactivity and involvement in the group, punctuality, presence, level of Italian language, and motivation.
- 2. Training:** it is composed of a series of activities aimed at deepening personal competences and soft skills such as leadership, communication (storytelling, public speaking), active learning, emotional intelligence, etc. The core of the training is conflict transformation: the aim is to understand the causes and consequences of armed conflicts in participants' countries through the confrontation of different conflict experiences. Besides international conflicts, fellows learn to recognize and transform conflicts at any level, starting from personal and inter-personal ones. In the second year, the training program includes a special project design module, aimed at understanding professional vocation, providing adequate tools to fulfil it and have a positive impact in their communities at the same time. International and local lecturers, trainers, and scholars conduct the training. These professionals act as facilitators to enable fellows to share their views on personal identity issues, starting from their own culture, history, customs, traditions, and stereotypes, to finally deal with their own approach to conflict. The topics are addressed through activities and lectures that foster interpersonal communication and gradual expression of their inner self and experiences, by considering different points of view.<sup>1</sup>
- 3. Civic engagement:** participants of the *World House* are involved in several activities to bring the experience lived in Rondine from the private to the public dimension. These activities include institutional events, promotion and communication interventions, training, and meetings addressed to schools and associations, among other voluntary activities. Participation and attendance in these initiatives are crucial to raise awareness, promote active citizenship, and realize the mission of the Association. It is also an opportunity to show and exercise communication and leadership skills developed during the training courses.
- 4. Formal education:** through an academic master, participants will continue their study curriculum, strengthening their professional skills and gaining additional knowledge to foster social change and make an impact. Rondine fellows attend a one-year First Level Executive Master (Master di Primo Livello, 60 ECTS)<sup>2</sup>. Applicants are invited to choose a master among those in the attached list<sup>3</sup>.

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<sup>1</sup> For further information, please read the "World House Guide" at <https://callforparticipants.rondine.org/>

<sup>2</sup> Please find further information on the Italian academic system at: <http://www.cimea.it/en/index.aspx>

<sup>3</sup> To be eligible and compatible with the World House Program, masters must meet the following conditions:  
- offered by Universities in Tuscany and Umbria



Applicants express 2 options in the application form. The final choice will be confirmed at the end of the selection process, before arriving in Italy, and prior agreement with the educational staff.

To enrol, participants will provide “*Dichiarazione di Valore*”<sup>4</sup>, a legal document they shall obtain before they arrive in Italy.

Rondine welcomes participants from all academic backgrounds since we strongly believe in the possible impact on conflict transformation through civil society and all professional sectors.<sup>5</sup>

## Who can participate?

Participants will be selected among candidates showing the following characteristics:

- Aged between 21- 28
- Holder of a Bachelor’s Degree (or earned by July 2023)
- Sensibility and readiness to work on the topics of conflict of the country of origin and conflicts in general
- Predisposition to leadership
- Predisposition to recognize and express emotions
- Predisposition to public speaking and communication
- Predisposition to team and group work and active listening
- Predisposition to take on roles of responsibility
- Predisposition to team building and active involvement
- Predisposition to civic engagement and volunteering
- Predisposition to entrepreneurship and social innovation
- Project-oriented attitude, aiming at implementing social projects upon return to their home country
- Knowledge about civil society and the non- profit sector
- Sensibility about global sustainability or at least about some of the following topics: climate change, cooperation, welfare, civil and social economy

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- part-time basis
  - maximum fee: € 4500 (*covered by the Program*)

For further information, you can visit <https://www.universitaly.it/index.php/public/cercaOffPL> (Post Laurea/ Offerta formative/ Tipo di Laurea: Master di Primo Livello). Sort by **Tipo di Laurea**: “Master di Primo Livello”; **Region**: “Toscana”, “Umbria”. Masters in the list may refer to the year 2022/2023: consider general conditions as applicable to the academic year 2023/2024.

<sup>4</sup> The ‘*Dichiarazione di Valore*’ is the document that proves the value of the title of the degree obtained in a different system than the Italian one. It is drafted in Italian and released by the Italian Diplomatic Missions abroad (Embassies or Consulates), the closest to the city where the institution that issued the degree is. More information at the following link: [http://www.istruzione.it/urp/dichiarazione\\_valore.shtml](http://www.istruzione.it/urp/dichiarazione_valore.shtml)

<sup>5</sup> Students who would like to attend **medical** studies are not advised to apply due to the differences between regulations by the Italian Ministry of Education and other respective Ministries in their home countries.



Please, note that Italian is the official language for communication and activities in Rondine. As part of the selection process, candidates shall demonstrate they have a basic knowledge of Italian (A1 level). However, Italian is not a precondition to apply (please read the “*Selection process*” section). Knowledge of English is desirable for profitable participation in the Rondine training.

### The end of the program and returning home

After the end of the experience in Rondine, participants return to their home countries with vast expertise in engaging in creative conflict transformation gained during the 2-year program. The initial predispositions are strengthened throughout the Rondine training and ensure that participants are ready to face the difficulties of managing the socio-cultural changes of their realities and capable of implementing the projects designed in Rondine. The organization aims to promote cohabitation, dialogue, conflict transformation, and peacebuilding through projects influencing societies, divided communities, groups, and single persons.

Indeed, during the second year of the World House, participants follow a specific training whose main objective is to understand which project they can pursue after their experience in Rondine, following their personal and professional vocation.

World House fellows learn to turn their conflict management skills towards the development of an idea that creates an impact on their society.

After completing the training course, Rondine offers the former fellows the possibility to join a network of in-depth training, mentoring, and project accompanying, constantly monitoring the implementation of the activities and the project impact to support them in becoming more autonomous and making their projects sustainable.

At the end of the World House program, participants can be part of an association of Rondine alumni, named "Rondine International Peace Lab" (R-IPL). Founded in 2017, R-IPL is a network of over 200 professionals, managed by a Board and a President elected by consultation among the alumni.

### Selection process

The selection of participants includes the following phases, all of which are required for successful completion:

- **Application form:** the applicants must complete the request for admission, submit the project proposal form, attach the required documents, and send them before the deadline.
- **Pre-selection:** from the pool of applications received by the deadline, those that meet the requirements will proceed to the next step. In this phase, candidates will receive materials to self-study Italian basics (level A1). This phase may also include online aptitude tests.
- **Individual interview:** the candidate will be interviewed individually to verify their personal aptitude, their motivation to carry out the experience of the World House, and discuss the project they presented in the application phase. Interviews will be in person or online.
- **Assessment of Italian language knowledge:** the shortlisted candidates will be interviewed by an Italian language teacher. Through this interview, Rondine will assess oral, grammar, and written skills. Positive results, together with the criteria previously mentioned, are required to have access to the program.



- **Candidate selection:** Rondine Admission Team will inform selected candidates at the end of the interview phase (May-June). To accept participation in the program, candidates must sign a Learning and Participation Agreement. After signing and submitting the Learning and Participation Agreement, the participant will undertake the necessary organizational and administrative procedures, supported by the Rondine International Relations Office.
- **Preparation for the arrival:** the Rondine program starts on July, 3 with an online phase aiming to facilitate the arrival of selected candidates. It mainly focuses on two aspects: the study of the Italian language through an online course and the introduction to Rondine activities. This period is also devoted to obtaining all the required documents to attend the World House program.
- **The trial period in Rondine:** participants start the World House Program on September, 25 with the trial period aimed at verifying their motivation and personal attitudes. The trial period lasts from September to December, at the end of which participants deemed eligible will be officially accepted in the World House. During this period, participants will continue studying Italian through an intensive course. The course aims at expanding the knowledge and the use of the language, as it is the official one for communication in the World House. Participants are evaluated during the entire trial period: the evaluation considers the knowledge of the Italian language but also criteria such as involvement in the program, proactivity, and management of relationships within the World House.

### **Organizational and economic aspects**

During the residential period of the participant's attendance to the program, the Association takes responsibility for covering the following costs:

- Cost of the training activities both at Rondine and during the online phase of the program
- Cost of food and accommodation
- Cost of the academic training (enrolment fees, learning material, transportation)

Expenses under the responsibility of the student include the travel expenses to/from Italy and visa procedures, holiday travels, personal and medical expenses, and every other cost not specifically mentioned among those covered by the Association.

A more detailed description of the economic aspects will be part of the Learning and Participation Agreement that the candidate will sign to confirm their participation in the program.



## The deadline and the documents for completing the application

The required documents are:

- Application form (here attached);
- Copy of passport, valid at least until December 2024;
- Motivation letter;
- Curriculum Vitae or Resume;
- Copy of the last qualification or certificate, diploma or degree earned;
- Rondine Project Proposal Form (here attached);
- At least one recommendation letter, signed by a professor from the applicant's university, or a supervisor of a non-profit organization in which the applicant is active;
- Copy of the driving license<sup>6</sup>;
- Notice on personal data protection (*hand-signed*; here attached)

Those interested in participating in the World House program must send the mentioned documents by **February 27, 2023** to the following email address: [apply@rondine.org](mailto:apply@rondine.org), or [international.rondine@gmail.com](mailto:international.rondine@gmail.com)

### For further information

We recommend visiting <https://callforparticipants.rondine.org/> (and the FAQ section) to get additional information related to the present call for applications and the program. You can contact the Rondine International Relations Office via telephone: +39 0575 299666, or e-mail: [apply@rondine.org](mailto:apply@rondine.org).

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<sup>6</sup> The driving license is not mandatory to apply.

To drive in Italy, an International Driving Permit (IDP) is required. It is a valid identity document, required by law, allowing the holder to drive a private motor vehicle in any country or jurisdiction that recognizes IDPs. To be valid, the IDP must be accompanied by a valid driving license issued in the holder's country of citizenship.

Selected candidates already having a driving license, shall obtain the IDP before they arrive in Rondine. Please, look for further information regarding regulations and authorized bodies that release IDPs in your country.



Rondine Cittadella della Pace Program 2023-2025  
Application Form

**General information:**

Name .....

Surname .....

Gender .....

Date of birth .....

Place of birth .....

Nationality .....

Complete address .....

.....

Telephone contacts .....

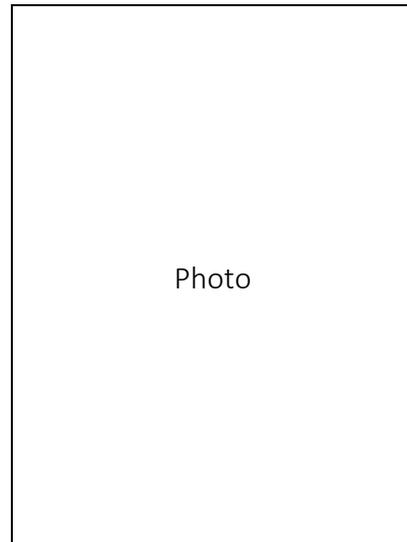
e-mail .....

Military service requirements absolved: Yes  No

Marital status Married  Single

Children Yes  No

Ethnic background (where applicable) .....





**Educational background:**

*(if currently attending a post-graduate course, please write both your earned degree and the expected one)*

Latest degree earned or expected .....

Date or expected date of award .....

Final result .....

At *(name of University or other Institute)* .....

Preferred Master *(Master di Primo Livello)* that you wish to attend in Italy *(Master name, University)*:

1) .....

2) .....

**Work experience, civic engagement, and interests:**

Are you currently employed? Yes  No

If yes, what is your profession at the moment? .....

Briefly describe your past work experience .....

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Have you, or are you currently pursuing any extracurricular activities? .....

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Do you consider yourself an artist? If yes, in which field of art? .....

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**Additional information:**

Father's name and surname.....

Profession..... Date of birth .....

Address .....

Mother's name and surname.....

Profession..... Date of birth .....

Address .....

How did you find out about Rondine World House program?.....

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Do you have any special needs (diet or medical)? Yes  No

If yes, please provide details .....

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References of the applicant (academic, professional or civic engagement sphere):

*Please write name, position, contact and relation to applicant. References do not include family members.*

1.(obligatory).....

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2.(optional).....

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3.(optional).....

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I have included the following documents (check all included documents):

- Copy of valid passport (*must be valid until at least December 2024*);
- Cover letter of motivation;
- Curriculum Vitae;
- Rondine Project Proposal Form;
- Copy of last diploma/degree obtained;
- Reference letter/s;
- Driving license (*if available*);
- Notice on personal data protection (*hand-signed*).

If accepted into the Program, I fully understand and commit myself to be responsible for preparing and submitting the following documents to Rondine:

- Italian Entrance Visa for Study/University;
- *Dichiarazione di Valore* in addition to any other documents needed for the enrollment in an academic program;
- General health medical certificate;
- International Driving Permit (if having a valid driving license available);
- Any other documents specifically requested by the Association.

If NOT accepted into the Program, I wish to be updated about the next application rounds and other Rondine projects Yes  No

**I hereby declare to have read the entire call for application.**

Date ..... Signature.....



## Master list – World House program

The World House program includes a one-year, part-time First Level Executive Master Program (Master di Primo Livello, 60 ECTS) to choose from among the offered programs of Universities in Central Italy (Siena, Firenze, Pisa).

Applicants express 2 master program options of their interest in the application form. The final choice will be confirmed at the end of the selection process, before arriving in Italy, and prior to agreement with the educational staff.

Once confirmed, selected candidates cannot change the chosen master since it is linked to visa procedures. Universities confirm the academic offer for the coming year between June and July. If a chosen master is not included in the confirmed academic offer, the staff will provide alternative options to selected candidates.

The following list includes eligible masters. In the last years, former fellows attended masters in the list, and we can provide additional information. If you are interested in a specific master not included in the list<sup>1</sup> and for other inquiries, please write to [apply@rondine.org](mailto:apply@rondine.org).

MASTER NAME AND WEBSITE	UNIVERSITY	ACADEMIC AREA
<b>Conflict Management and Humanitarian Action</b> <a href="https://www.master-cmha.unisi.it/">https://www.master-cmha.unisi.it/</a>	Siena	Political Science; International relations; Law; Peace & Conflict Resolution.
<b>Comunicazione d'impresa. Linguaggi, strumenti, tecnologie</b> <i>Business communication. Languages, tools, technologies</i> <a href="https://www.mastercomunicazioneimpresa.it/">https://www.mastercomunicazioneimpresa.it/</a>	Siena	Business Marketing and Communication; Public Relations.
<b>Sviluppo e Internazionalizzazione delle Piccole e Medie Imprese</b> <i>Development and Internationalization of Small and Medium Enterprises</i> <a href="https://www.dsfulci.unisi.it/it/mastersipmi">https://www.dsfulci.unisi.it/it/mastersipmi</a>	Siena	International Business Economics.

<sup>1</sup> If you wish to search for further available Masters, you can visit <https://www.universitaly.it/index.php/public/cercaOffPL> (Post Laurea/ Offerta formative/ Tipo di Laurea: Master di Primo Livello). Sort by Tipo di Laurea: "Master di Primo Livello"; Region: "Toscana", "Umbria". Masters in the list may refer to the year 2022/2023: consider general conditions as applicable to the academic year 2023/2024. Please, remember that to be eligible and compatible with the World House Program, Masters must meet the following conditions:

- offered by Universities in Tuscany and Umbria
- part-time basis
- maximum fee: € 4500

<p><b>Big Data Analytics e tecnologie per la gestione</b>  <i>Big Data Analytics and Technologies for Management</i></p> <p><a href="https://www.disei.unifi.it/vp-278-big-data-analytics-and-technologies-for-management.html">https://www.disei.unifi.it/vp-278-big-data-analytics-and-technologies-for-management.html</a></p>	Firenze	Big Data Management; Statistics; Data Science. <a href="#">Background in informatics (or similar) required</a>
<p><b>Scienze del Lavoro e Gestione delle Risorse Umane</b>  <i>Occupational Science and Human Resource Management</i></p> <p><a href="https://www.disei.unifi.it/vp-401-scienze-del-lavoro-e-gestione-delle-risorse-umane-ls-hrm.html#">https://www.disei.unifi.it/vp-401-scienze-del-lavoro-e-gestione-delle-risorse-umane-ls-hrm.html#</a></p>	Firenze	HR Management (law, economics, management, political science and sociology).
<p><b>Pubblicità istituzionale, comunicazione multimediale e creazione di eventi</b>  <i>Institutional Advertising, Multimedia Communication and Event Creation</i></p> <p><a href="https://www.mastereventi.unifi.it/">https://www.mastereventi.unifi.it/</a></p>	Firenze	Communication & event management.
<p><b>Economia Management e Digital Innovation per il turismo</b>  <i>Economics, Management and Digital Innovation for Tourism</i></p> <p><a href="https://www.disei.unifi.it/vp-280-economia-management-e-digital-innovation-per-il-turismo.html">https://www.disei.unifi.it/vp-280-economia-management-e-digital-innovation-per-il-turismo.html</a></p>	Firenze	Economics and Management of Tourism, Tourism Marketing.
<p><b>Eco Fashion Design</b></p> <p><a href="https://www.pin.unifi.it/eventi/1032-al-via-al-pin-il-master-universitario-di-i-livello-ecofashion-design-per-la-moda-circolare-e-sostenibile">https://www.pin.unifi.it/eventi/1032-al-via-al-pin-il-master-universitario-di-i-livello-ecofashion-design-per-la-moda-circolare-e-sostenibile</a></p>	Firenze	EcoFashion; Sustainable Fashion Design & Management.
<p><b>Futuro vegetale. Piante, innovazione sociale e progetto</b>  <i>Plant Future. Plants, social innovation &amp; design</i></p> <p><a href="https://www.futurovegetale.org/">https://www.futurovegetale.org/</a></p>	Firenze	Innovation Management; Environmentalism; Social Innovation inspired by the plant world.
<p><b>Corporate and Private Banking</b></p> <p><a href="https://www.disei.unifi.it/p279.html">https://www.disei.unifi.it/p279.html</a></p>	Firenze	Finance; Banking; Economics; Consulting.

<p><b>Trasformazione digitale. Progettare e gestire l'innovazione; Analisi, linguaggio e strumenti della rivoluzione digitale</b>  <i>Digital Transformation. Designing And Managing Innovation; Analysis, Language And Tools Of The Digital Revolution</i></p> <p><a href="https://www.mastermdt.unifi.it/">https://www.mastermdt.unifi.it/</a></p>	<p>Firenze</p>	<p>Political Science; Business Intelligence; IT; Consultancy.</p>
<p><b>Le nuove competenze digitali: open education, social e mobile learning</b>  <i>The new digital skills: open education, social and mobile learning</i></p> <p><a href="https://www.unifi.it/p12059.html#competenze">https://www.unifi.it/p12059.html#competenze</a></p>	<p>Firenze</p>	<p>Digital Education; Management of Digital Resources; Innovative Technology Learning.</p>
<p><b>Marketing Management</b></p> <p><a href="https://www.mastermanagement.it/">https://www.mastermanagement.it/</a></p>	<p>Pisa</p>	<p>Business Management; Economics.</p>
<p><b>Neuroscienze, Mindfulness e pratiche contemplative</b>  <i>Neuroscience, Mindfulness and Contemplative Practices</i></p> <p><a href="https://www.unipi.it/index.php/master/dettaglio/3954">https://www.unipi.it/index.php/master/dettaglio/3954</a></p>	<p>Pisa</p>	<p>Applied Neuroscience; Mindfulness Practices, Theoretical Approaches to Mental Health Practices; Psychology of Mental Health.</p>
<p><b>Igiene industrial, prevenzione e sicurezza</b>  <i>Industrial Hygiene, Prevention and Safety</i></p> <p><a href="https://www.biologia.unipi.it/didattica-bio/didattica/item/463-master-igiene-industriale,-prevenzione-e-sicurezza.html">https://www.biologia.unipi.it/didattica-bio/didattica/item/463-master-igiene-industriale,-prevenzione-e-sicurezza.html</a></p>	<p>Pisa</p>	<p>Occupational Hygiene; Public Health; Industrial Hygiene; Chemistry; Environmental Science.</p>
<p><b>Comunicazione Professionale in ambito internazionale e interculturale</b>  <i>Professional Communication in the International and Intercultural Context</i></p> <p><a href="https://mastercompint.fileli.unipi.it/">https://mastercompint.fileli.unipi.it/</a></p>	<p>Pisa</p>	<p>Public Relations; Marketing; Advertising; Cultural Promotion; Tourism Organization of Events.</p>



## Rondine Project Proposal Form

*Answer briefly to the following questions*

What are your personal and professional aptitudes?

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What are your main interests and preferred leisure activities?

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What do you think your territory needs to resolve the conflict / develop /improve socially, economically, culturally etc.?

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*Please describe your project idea - explain how you would like to create a social, economic and cultural impact on your society, how you think you can transform a conflict in your country. The project design module (second year of the World House training) aims at developing this first submitted draft.*

What needs does your project address?

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The general objective

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The territories which you would like to have an impact on

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The target groups

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Stakeholders you would like to involve

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Phases/activities of the project

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Clarify how you intend to make your project sustainable in the medium term

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**SUBJECT: Notice pursuant to and by effect of Article 13 of the EU GDPR 2016/679 regarding personal data protection**

Associazione Rondine Cittadella della Pace informs you that, for establishing and managing the processes held to select candidates for the World House, it is the Data Controller of data of yours which can be classified as personal data pursuant to the Data Protection Act.

**Data Controller**

The Data Controller, pursuant to Article 4.7 of EU Regulation 2016/679 is Associazione Rondine Cittadella della Pace – Loc. Rondine, 1 – 52100 Arezzo (AR), tel. +39 0575 299666 in the person of its *pro-tempore* legal representative.

**Data Protection Officer (DPO)**

Pursuant to Articles 37 to 39 of EU Regulation 2016/679, the Data Controller has appointed a Data Protection Officer (DPO) who can be contacted at the following email address: [dpo@rondine.it](mailto:dpo@rondine.it).

**Purpose and legal basis of the processing**

Pursuant to Article 6, paragraph 1, letters a) and b) and Article 9, paragraph 2, letters a) and d) of EU Regulation 2016/679, your personal data are collected and processed:

1. to fulfil obligations envisaged by the law, by regulations and by the European Community legislation (“personal” data);
2. before the contract is finalised, to fulfil specific requests made by the Data Subject (both “personal” and “specific” data);
3. to establish and manage the selection processes for the World House (both “personal” and “specific” data);
4. to compile documentation in which your photograph, image, interviews, television footage, etc. may appear;

and they will be subject to processing based on the principles of fairness, legality, transparency and the protection of your confidentiality and rights. Your personal data will be processed for the entire duration of the selection process for the World House and also subsequently for the fulfilment of all legal requirements and, if applicable, for re-contacting you in relation to new selection processes, subject to your explicit consent.

Solely for the purposes of use in relation to the selection processes for the World House, the association can process data that the law defines as “personal” (name/company name, registered office, first name, surname, address, Vat number, Tax Code, etc.) but also the category of data that the law defines as “specific” (condition of health, religious faith, etc.).

**Processing methods**

Data is processed for the purposes explained above using both automated means, on electronic or magnetic media, and non-automated means, on paper, in compliance with the rules of confidentiality and security envisaged by the law, by the regulations deriving from the law and with internal guidelines.

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Special Consultative Status with The United Nations Economic and Social Council (ECOSOC)



### **Location of the processing and data communication**

The data are currently processed and filed at the registered office of the Association.

Without prejudice to the communications performed for the purpose of fulfilling obligations dictated by the law and by the relative contracts, all the data collected and processed can only be communicated within Italy for the above-mentioned purposes to:

- companies for the performance of psychometric tests pursuant to Article 28 of EU Regulation 2016/679.

Additionally, when your data are managed, they may come to the knowledge of the following categories of persons responsible for processing (*ex* Article 29 of EU Regulation 2016/679) and/or Data Supervisors (*ex* Article 28 of EU Regulation 2016/679) identified in writing, to whom specific written instructions have been provided:

- employees and partners of the International Relations and Training Department;
- service companies operating on behalf of our Association.

The full updated list of data recipients can be requested from the Data Controller, at the addresses indicated under the heading "Rights of the Data Subject".

### **Mandatory or optional nature of data conferral and the consequences of any refusal to confer data**

Conferring your data is mandatory for all the purposes required by the legal and contractual obligations in force. Therefore, any refusal to provide all or part of the same can lead to the Association being unable to execute the contract or correctly perform all the fulfilments required for the purpose of managing the selection process.

### **Transfer of data abroad**

Your personal data will not be transferred to other companies with registered offices in non-European third countries.

### **Presence of an automated decision-making process**

There is no automated decision-making system in place.

### **Data retention periods**

Your Personal Data will only be retained for the time needed to fulfil the purposes for which they have been collected, in compliance with the principle of minimisation as set forth in Article 5, paragraph 1, letter c) of EU Regulation 2016/679. The data provided will be retained in our files in line with the following parameters:

- for activities regarding the selection process for the World House: your data will be entered and stored in the historical file of the Association should you be admitted to the World House;
- for re-contacting the Data Subject, if necessary: your data will be stored for use the next time you might participate in a selection process for the World House based on your explicit consent, provided for a period not exceeding 4 years, unless you revoke the above-mentioned consent;

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Special Consultative Status with The United Nations Economic and Social Council (ECOSOC)



## Rights of the Data Subject

You can exercise your rights as expressed in EU Regulation 2016/679 of the European Parliament and Council of 27 April 2016, by contacting the Data Controller at our registered office at the telephone number +39 0575 299666, sending an email to the address [dpo@rondine.org](mailto:dpo@rondine.org), or writing by post to Associazione Rondine Cittadella della Pace with registered office in Loc. Rondine, 1 – 52100 Arezzo (AR).

Please note that, should the request to access your data be made via digital means, the information will be provided in a digital format of common use.

Pursuant to Articles 13, paragraph 2 and from paragraphs 15 to 22 of the Regulation, we hereby inform you that you can exercise the following rights:

- a) **Right to gain access** to the personal data and to the following information:
  - confirmation of whether or not any of your personal data is being processed;
  - the purposes of the processing;
  - the personal data categories;
  - the recipients or categories of recipients to whom the personal data have been or will be communicated;
  - should the data not have been collected from the Data Subject, all the available information regarding their origin;
  - whether any automated decision-making process, including profiling, are present;
  - a copy of the personal data subject to processing.
- b) **Right to correct** and integrate your personal data;
- c) **Right to cancel** the data (“right to be forgotten”) if one of the following reasons exists:
  - I. the personal data are no longer required for the purposes for which they have been collected or otherwise processed;
  - II. the data subject withdraws his/her consent for the processing of data and there are no other legal grounds for the same;
  - III. the data subject objects to the processing and there are no prevailing legitimate reasons for its performance;
  - IV. the personal data have been processed unlawfully;
  - V. the personal data must be erased to fulfil a legal obligation envisaged by the law of the Union or member state to which the Data Controller is subject;If the Data Controller has made personal data public and is obliged to erase the same, he must request that the other data controllers who process the personal data cancel any links to and/or copies or reproductions of their data.
- d) **Right to restrict the processing should:**
  - I. the Data Subject challenge the accuracy of the personal data, for the period required by the Data Controller in order to verify the accuracy of the same;
  - II. the processing is unlawful and the Data Subject objects to the erasure of the personal data and instead requests that its use be restricted;

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III. despite the Data Controller no longer requiring the personal data for the purposes of processing the same, the personal data be needed by the Data Subject for the verification, exercising or protection of a right in court;

IV. the Data Subject has objected to the processing, while awaiting the verification of whether the legitimate reasons of the Data Controller prevail over those of the Data Subject.

- e) **Right to make a complaint** to the Italian Data Protection Authority, by following the procedures and indications published on the official website [www.garanteprivacy.it](http://www.garanteprivacy.it).
- f) **Data portability right**, that is, the right to receive, in a structured format of common use that can be read by an automatic device, the personal data provided to a Data Controller and, if applicable, the right to send these to another data controller, should the processing be based on their consent, or on a contract, and be performed using automated means. Where technically feasible, the Data Subject has the right to have one data controller send their data directly to another.
- g) **Right to object** at any time, to the personal data processing, including profiling, in particular if:
  - I. the processing is performed based on the legitimate interest of the Data Controller, subject to the Data Subject explaining their reasons behind the objection;
  - II. the personal data are processed for the purposes of direct marketing.
- h) Right not to be subject to a decision based only on **automated processing**, including **profiling**, except in cases in which the decision is required for the definition or execution of a contract between the Data Subject and a data controller, is authorised by the law of the Union or the member state to which the data controller is subject, or is based on the explicit consent of the Data Subject.
- i) **Right to withdraw the consent** at any time.

Exercising your rights is not subject to any formal restrictions and is free of charge.

Loc. Rondine, \_\_/\_\_/\_\_\_\_

#### DECLARATION OF CONSENT

I, the undersigned party (first name and surname) \_\_\_\_\_ having read the above notice, hereby grant my consent for the processing of my personal data by Associazione Rondine Cittadella della Pace for the purposes specified above at point 5 "for compiling documentation on which their photograph, image, interviews, television footage etc. may appear".

Date \_\_\_\_\_

Legible signature \_\_\_\_\_

I, the undersigned party (first name and surname) \_\_\_\_\_ having read the above notice, hereby grant my consent for the processing of my personal data by Associazione Rondine Cittadella della Pace for the purposes of recontacting me for subsequent selection processes.

Date \_\_\_\_\_

Legible signature \_\_\_\_\_

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