

PRIVACY NOTICE REGARDING THE PROCESSING OF PERSONAL DATA FOR THE RENTAL OF 3D GLASSES

In accordance with the Federal Data Protection Act (FADP, SR 235.1), the Cantonal Data Protection Act of the Canton of Ticino (LPDP), and, where applicable, Regulation (EU) 2016/679 (GDPR)

1. Data Controller

The data controller is:

Regional Tourism Organization of Mendrisiotto and Basso Ceresio

Via Angelo Maspoli 15

6850 Mendrisio

(hereinafter “Data Controller”)

2. Purposes of processing and legal bases

Personal data collected via the 3D glasses loan form is processed exclusively for the following purposes:

Purpose	Legal basis (FADP)	Legal basis (GDPR)
Identification of the visitor for the management of the 3D glasses loan	Art. 31(2)(a) FADP – Justification: performance of a contract with the data subject	Art. 6(1)(b) GDPR – Performance of a contract or pre-contractual measures
Assessment of any damage to 3D glasses and management of the related claim for compensation	Art. 31(1) FADP – Justification: overriding interest of the Data Controller	Art. 6(1)(f) GDPR – Legitimate interest of the Data Controller

3. Categories of personal data collected

In connection with the loan of 3D glasses, the Data Controller collects the following personal data:

- First and last name
- Home address
- E-mail address
- Phone number
- Type and number of identification document
- Visitor’s signature

4. Provision of Data and Consequences of Refusal

The provision of the personal data indicated in Section 3 is necessary for the conclusion and performance of the 3D glasses rental agreement. Provision is not required by law; however, refusal to provide the requested data or failure to sign the rental form will make it impossible for the Data Controller to proceed with the delivery of the 3D glasses to the visitor.

5. Recipients of the data

The personal data collected is accessible exclusively to the Data Controller's authorized personnel, limited to what is necessary for the purposes indicated above. The data may be disclosed to third parties only in the following cases:

- the Data Controller's insurance company, in the event of a claim involving the 3D glasses
- the Data Controller's legal advisors, in the event of a dispute;
- judicial authorities, in the context of civil or criminal proceedings related to damage to the 3D glasses, if the data is requested pursuant to an order from the competent authority.

The data is not transferred outside of Switzerland.

6. Processing Methods and Security

Data is collected in paper form via the loan form. It may subsequently be processed electronically for internal organizational and statistical purposes, in anonymous or aggregated form where possible. The data is stored at the Data Controller's headquarters in physical archives with restricted access and, if in electronic form, on media protected by appropriate security measures. The Data Controller implements appropriate technical and organizational measures to protect the data from unauthorized access, loss, destruction, or alteration, in accordance with Articles 7–8 of the FADP and, where applicable, Article 32 of the GDPR.

7. Retention Period

Personal data is retained for the time strictly necessary to achieve the purposes for which it was collected, in accordance with the following criteria:

Scenario	Retention Period
Return of undamaged glasses	The form is destroyed within 30 days of return
Confirmed damage – dispute pending	Retention until the dispute is resolved and, in any case, no later than the applicable statute of limitations.

Upon expiration of the retention periods, the data is securely destroyed (physical destruction of paper forms and permanent deletion of any electronic copies).

8. Rights of the Data Subject

In accordance with the FADP (specifically Art. 25) and, where applicable, the GDPR (Arts. 15–22), the data subject has the right to:

- **Access:** obtain confirmation as to whether their data is being processed and access the relevant information;
- **Rectification:** request the correction of inaccurate or incomplete data;
- **Erasure:** request the erasure of data, within the limits provided by law;
- **Restriction:** request the restriction of processing in certain cases;
- **Portability:** receive their data in a structured and machine-readable format (where the GDPR applies);
- **Objection:** object to the processing of data for legitimate reasons.



The exercise of the rights listed above is subject to the limitations and exceptions provided for by law (Articles 26–29 of the FADP).

Requests may be submitted to the Data Controller at the contact details provided above.

9. Right to lodge a complaint

If you believe that your rights or data protection regulations have been violated, you have the right to lodge a complaint with the competent supervisory authority. In Switzerland, this is the Federal Data Protection and Information Commissioner (FDPIC).

10. Automated decision-making

The personal data collected is not subject to any automated decision-making or profiling.

11. Changes to the Privacy Policy

The Data Controller reserves the right to update this Privacy Policy at any time. The updated version will be available at the front desk or at the following link: www.parco-archeologico.ch.

Last updated: March 1, 2026