

CODE OF ETHICS

ASSO DPO | Association of Data Protection Officers

PREAMBLE

The **Italian Association of Data Protection Officers**, abbreviated as DPO ASSOCIATION or ASSO DPO is a non-profit, apolitical and non-partisan association, whose Members are Data Protection Officers, Chief Privacy Officers, Data Privacy Specialists and Consultants, System Administrators, Data Controllers, Companies and others.

As set out in its Bylaws, the aim and purpose of the Association is:

- a. to constitute the most suitable place for the discussion and examination of issues relating to the implementation of European and Italian laws on privacy and data protection. In particular, the Association aims at supporting and developing the activities of Data Protection Officers, Data privacy Specialists, Consultants and Chief Privacy Officers, through discussion and exchange of information among Members, while maintaining, in any case, the autonomy of each one in the performance of their functions;
- b. to promote research and diffusion of knowledge concerning reviews of legality and compliance with Privacy laws, Ethics and Information Technology;
- c. to promote the importance of the role of the Data Protection Officers, and to foster their professional growth;
- d. to develop shared solutions for the implementation problems deriving from Privacy laws, and in particular for those problems connected with the performance of the various tasks regarding data protection and privacy in companies and organisations, possibly through the elaboration of “standards” and “best practices” as well;
- e. to be a qualified body for the interaction with institutions and associations at every level, in particular with the Data Protection and Privacy Authorities and the Trade Associations, in order to discuss issues related to Privacy laws and their implementation, interpretation and evolution;
- f. to accomplish any act useful and suitable for the achievement of the Association’s purposes, including entering into an agreement;
- g. to organise cultural activities, conferences, seminars, debates, assemblies, meetings, training, qualification and specialisation courses, scholarships, and various activities in the cultural and recreational fields relevant to the corporate purpose, both in Italy and abroad. These activities are carried out also in cooperation with other institutional, scientific, cultural, economic and commercial bodies and organisations, as well as with leading training companies;
- h. to sign general agreements in favour of the associates. The Association can avail itself of the collaboration and consultation of public and private subjects, through specific agreements concluded by the President, after discussing with the Managing board. The Managing board regulates the subject.

NATURE AND CONTENT OF THE CODE OF ETHICS

Art. 1 | Nature

1. The Code of Ethics is a voluntary institutional agreement approved by the General Membership Meeting in order to ethically regulate relationships among Members, between the Members and the Association as well as third parties.
2. The Code of Ethics is an integral part of the Association's Bylaws. Joining ASSO DPO implies acceptance and full adherence to its Bylaws and to its Code of Ethics.

GENERAL PRINCIPLES

Art. 2 | Members' liability

1. The provisions contained in this Code are intended to promote, implement and protect the principles set out in the following Articles 3 et seq., in the common interests of ASSO DPO and its Members.
2. Members acknowledge these principles and undertake to comply with them. They are ethically responsible to each other and to the Association for the application of these principles.

Art. 3 | Integrity

ASSO DPO pursues its purposes with honesty, fairness and responsibility, in full compliance with the law, rules and professional ethics. Financial resources are used by ASSO DPO with the utmost rigour.

Art. 4 | Improvement tool

ASSO DPO is also regarded by its Members as a tool to improve themselves culturally and professionally through a fruitful exchange of knowledge and experience.

Art. 5 | Transparency

ASSO DPO operates with transparency towards its Members and the world outside. Members are ensured the most complete information on the activities carried out by the Association, with particular reference to the use of financial resources.

Art. 6 | Knowledge, skills and experience

1. ASSO DPO continuously strives to acquire more and more knowledge, skills and experience.
2. ASSO DPO is committed to carrying out training and information initiatives for Members and the public, also in cooperation with other leading national training institutions.

Art. 7 | Association's Name and Trademark Protection

1. Members shall not engage in actions that could undermine or jeopardise the values, image and reputation of ASSO DPO.
2. Members are bound to avoid any use of the name and logo of ASSO DPO in a manner that does not comply with the Association's purposes, and that may in any case damage the Association's reputation and good name. It will be the responsibility of the Association to regulate the Members' use of its name and trademark.

Art. 8 | Independence

In the pursuit of its purposes, the Association does not allow external influences of any kind with regard to the scientific and cultural development of its projects, the publishing of the relevant results as well as the relationship with institutions.

STANDARDS OF CONDUCT

Relationships among Members and between Members and the Association

Art. 9 | Relationships among Members

Members shall comply with the general principles set out in Articles 3 et seq. in their relationship to each other and to ASSO DPO.

Art. 10 | Participation to the Association

1. Members make every effort to actively participate in the activities of the Association and they shall contribute to the achievement of the purposes of ASSO DPO.
2. Without prejudice to professional secrecy, each Member is asked to share his or her knowledge, skills and experience in privacy matters.

Art. 11 | Confidentiality

1. Members shall respect the value and ownership of any information they happen to learn, as well as any information of any nature and in any form that is collected or processed during the activities of the Association, and they shall not disclose the information acquired without prior authorisation by those who have provided them, unless required to do so for legal or ethical reasons.
2. To this end, Members:
 - a. shall use any information acquired during the activities of the Association with the utmost caution;
 - b. shall not use the information obtained either for personal advantage or in a manner that is contrary to law or that is or may be detrimental to the purposes and values of ASSO DPO.

Art. 12 | Member's data

By submitting your application for membership and after your approval (in all the ways provided for by the Association's Bylaws), you automatically consent to the possible publication on the Association's institutional website of your personal data that are strictly necessary for your identification, i.e. name and surname, (company name for legal persons), postal address, registration number. These data are published on the Register of Members kept by the Managing board in order to enable Members (if they wish to do so) to verify their actual ASSO DPO enrollment and expiry date.

Art. 13 | Scope of operations and external diffusion

The principles set out in this Code shall govern the relations between ASSO DPO and any third party. Wherever possible, all those who get in touch with ASSO DPO – for any reason – shall comply with the provisions of this Code.

Art. 14 | Relationship with Institutions

ASSO DPO strives for an active dialogue with institutions, in particular with the Data Protection Authority and civil society organisations, through the discussion on the issues exposed in the institutional purposes.

Art. 15 | Different forms of funding

1. ASSO DPO shall obtain the necessary funds for its activities not only from membership fees but also from other forms of funding and contributions (e.g. by accepting sponsorships for the organisation of individual events or for the institutional website), provided that these other forms do not divert attention from the Association's purposes and that they do not conflict with the values laid down in this Code.
2. ASSO DPO also undertakes to provide contributors with a clear and truthful description of the purposes of the Association, of its goals, of the time frames and methods of implementation of the projects and events to be funded, as well as the activities carried out thanks to the funds raised.
3. ASSO DPO is committed to ensuring that financial resources are obtained in an ethical, professional and transparent manner, in the sole interests of ASSO DPO and never for personal advantage.
4. A detailed list of the contributions received, the persons/entities who made them, and the use made of them will be included in the annual reports provided to the Members.
5. ASSO DPO does not acquire funds through borrowing.

IMPLEMENTATION OF THE CODE OF ETHICS

Art. 16 | Sanctions

1. The Managing board ensures compliance with this Code of Ethics. Pursuant to Art. 11 of the Association's Bylaws, the Managing board may resolve to expel a Member or to suspend him/her in case of serious violations of the provisions of this Code.
2. Within 45 days from the notification of the precautionary suspension, the suspended Member has the right to file a petition with the Ethics & Discipline Committee, which shall rule on this matter within 60 days of receipt of the petition, in accordance with the statutory provision referred to in the previous paragraph.

Art. 17 | Role of the Ethics & Discipline Committee

Pursuant to Art. 21 of the Bylaws, the Ethics & Discipline Committee is called upon to interpret the provisions of this Code of Ethics, to settle any dispute concerning membership, and to express a non-binding opinion on the provisions of this Code.

Art. 18 | Ways for spreading the Code of Ethics

1. This Code is published on the ASSO DPO website.
2. The values and principles that ASSO DPO intends to affirm through its Code of Ethics will be conveyed and incorporated in all information and training events and activities. Furthermore, they will be shared through all available internal communication tools.

ADOPTION AND UPDATING OF THE CODE OF ETHICS

Art. 19 | Adoption and updating of the Code of Ethics

The adoption of this Code is resolved by the General Membership Meeting, in accordance with Art. 18 of the Association's Bylaws.

Last update: March 4, 2019