



CITTA' DI TRAPANI
Provincia di Trapani

Medaglia d'Oro al Valor Civile

Nomefile: Avviso alla Cittadinanza buoni spesa statali

Public Notice

FOR THE PROVISION OF FOOD STAMPS TO GROCERY SHOPPING AND BASIC NECESSITIES IN SUPPORT OF CITIZENS AFFECTED BY DIFFICULT ECONOMIC SITUATION DUE TO THE COVID-19 EMERGENCY.

THE DIRECTOR

Of IV° SETTORE – SERVIZI SOCIALI

In the framework of economic situation caused by the covid-19 emergency, in implementation of Decree of the President of the Council of Ministers (known as DPCM) of 28, March 2020 and the article 2 of Decree-Law n.154 of 23, November 2020, Food Solidarity urgent measures;

noted that the criteria to identify the food stamps beneficiaries, aimed at supporting the family units living in difficult economic situations exacerbated by the Covid- 19 emergency, were set by resolution of City Council n. 386 of 10/12/2020.

ANNOUNCES

that, from the publication date of the present notice, all the individuals affected by the economic situation caused by the Covid-19 emergency may submit application for the benefit of the purchase of foodstuff and essential goods, exclusively to be used in one of the shops of the residence area set out in the list published on the *Comune* website.

1. Who can apply for

Primarily all the citizens in need affected by the economic situation due to the COVID-19 emergency, that meet the following requirements:

1. residence in Comune di Trapani at the time of application;
2. family income in any way received and from any member of the household, referring to a detection period of time of the last 30 days before the date of submission, less than the minimum subsistence figure as defined in DPRS, 28 may 1987, provided in the summary schedule attached to this notice;
3. Movable property possession, in the form of State bond, actions, obligations, investment fund shares and bank deposits or postal deposits not exceeding € 5.000,00;

2. Priority in granting of food stamps

Food stamps will be paid according to the following priorities:

- ☛ household more exposed to the effects of the Covid-19 emergency;
- ☛ household in state of need;
- ☛ household that have not perceived public support yet.

Similarly to what contemplated by the regional framework of *Cantiere di Servizi* referred to the article 15, subparagraph I of the Regional law n.3 of 17, March 2016 and subsequent decrees, any sums received by the following sources must not be measured in the minimum subsistence figures and must not be included in the family income:

- Household allowances and maternity cheques;
- Incapacity allowance in accordance with Law n. 18 of 11/02/1980;
- Attendance allowance granted to mutilated children and civilian invalids in accordance with Law n. 289/90;
- Additional contributions for the rental payments;
- Book contributions and scholarship;
- Invalidity Pension in accordance with the article 13 of the Law of 20 March 1971 and subsequent amendments and additions, as incorporated in the Law n. 68 of 1999.

Aiming to cope with the present emergency in order to receive the benefit, immovable properties will not be taken into account since they do not produce any profit in the short term.

For the provision of the benefit, it is necessary to take into account the date of application.

Every household can submit only one application to access to this measure against poverty, and the food support benefit cannot be repeated until the pending requests will not be satisfied, and however at least not till the period of time referred to food aid granted has not elapsed.

The household, whose application has been dismissed due to a lack of the pre-requisites and whose condition has been changed, can re-submit the application after 15 days from the submission of the application.

Those subjects that need this aid due to particular and serious conditions of necessity related to the Covid-19 emergency, evaluated by professional social service, could be admitted to the benefit.

3. Amounts of food stamps

The value of food stamps is divided according to the following ways:

Families composed of 1 or 2 people, without children	€200,00 (money for groceries) x month
Families composed of 3 or 4 people, without children	€300,00 (money for groceries) x month
Families composed of 5 or more people	€400,00 (money for groceries) x month
Families (even single parent) with children	€400,00 (money for groceries) x month

The food stamps will be distributed until the availability of the funds allocated.

4. How to apply and receive the Food Stamps

The allocation of food stamps will be determined after the preliminary investigation by the Social Services office, taking into account the criteria established with Resolution of Trapani Town Council n. 105 of 31/03/2020.

You have to fill the digital form, attaching a copy of your identification document under penalty of exclusion, which is available on Comune of Trapani website (www.comune.trapani.it) or in the following link: https://buonispesa.sicare.it/buonispesa/buonispesa_domanda.php

The request must be sent within 60 days from the date of publication of this notice.

If you need further information or need help to fill the form, please contact the following telephone numbers: 3336139937- 3336139962.

Additionally, if you have difficulties to fill the form, you eventually may contact the associations of the Third Sector or voluntary associations located in Trapani Municipality;

The Municipality carries out random verifications about the veracity of the received request.

Any false declarations, in addition to responding to the crime of false declaration to the competent authorities, make you lose every right linked to this Notice with the obligation to give back the sums received.

The food stamps beneficiaries will be notified about the grant of the benefit via sms or email, and then it can be downloaded from the personal area of the *Portale Sicare* and it can be used in registered operators available on a list, that can be found in the personal area or on *Comune di Trapani* website.

5. Further information

For further information contact the following telephone numbers: 3336139962 - 3483552448

6. Checks

The Municipality carries out verifications, even randomly, about the veracity of the Substitutive Declaration of Certification for the purpose of participating in the present call, by requiring additional specific documentation, as soon as the national directives will allow the normal activities resumed.

Please note that, in accordance with Articles 75 and 76 of Decree of President of Italian Republic n. 445 of 28/12/2000 and subsequent amendments and additions, who make false statements is punished pursuant to the penal code and the special laws and the benefits decay as a consequence of the false declaration.

7. Responsible for the procedure

Responsible for the procedure: Dott. Francesco Paolo Gandolfo – mail: servizisociali@comune.trapani.it

8. Advertisement

This notice will be published:

- in the Albo Pretorio of *Comune di Trapani*

- on the homepage of the institutional website of *Comune di Trapani*

9. Privacy policy of personal data EU REGULATION N° 679/2016

Personal data treatment procedures are given thoroughly in an attached separated notice and published on the website of the municipality of Trapani.

Il Dirigente

Dott. Giovanni Panepinto

Privacy policy

In accordance with EU Regulation 2016/679 of the European Parliament and the Council of 27 April 2016 which determines the European legislation regarding personal data treatment and their free transfer (General Data Protection Regulation, then "GDPR"), and in compliance with the legislation n. 196 of 30 June 2003, as it is reported in the legislation n. 101 of 10 August 2018, you are informed that personal data provided by the subjects for the Public Notice for the provision of Food Stamps to grocery shopping and basic necessities in support of citizens affected by difficult economic situation due to the Covid- 19 emergency, pursuant to *D.G.* n. 105 of 31/03/2020 will be processed according to the privacy obligations provided by the aforementioned law to which the Municipality of Trapani must obey.

1. Data subjects

Processing on personal data provided by the subjects is made by the Municipality of Trapani, which is the controller, and also by societies, institutions or associations, which are appointed external supervisors of data treatment according to the article 28 of GDPR. The latter provide specific processing services, on behalf of the data controller, or related activities (instrumental or support work) implementing all the practical and organisational measures suitable for protecting the rights, freedoms and legitimate interests recognised by the law to data subjects.

2. Legal basis of processing

The controller of the data, which is the Municipality of Trapani, carries out its public interest tasks in compliance with the exercise of its public authority to assign the contributions of the Decree n.105 of 31/03/2020 (in accordance with point e) of the article 6, subsection 1), GDPR and legislation number 196 and subsequent amendments and additions of the 30 June 2003.

The possible processing of particular kinds of persona data is performed for reasons of important public interest (the legislation number 196 and subsequent amendments and additions, point m) of the article 2-sexies, subsection 2 of 30 June 2003 recognises as "important" the public interest on the processing of data processed by people who perform tasks of public interest or that are connected to the exercise of public authority in the concession, settlement, change and suspension of economic benefit, tax break, donation, other payments and qualifications) based on the EU right, or the national law, the legal provisions or, as required by the law, regulation instructions which specify the types of data that can be processed, the executable operations and the reason of important public interest beyond the particular and specific measures suitable for protecting the fundamental rights and interests of the people concerned.

3. Treatment purpose

Personal data communicated to the Municipality of Trapani by filling in and sending the forms/requests, are processed in order to respond to people's concerned requests, prepare an administrative procedure (in this case the purpose is pursued during the whole management phase of the procedure for access to benefits, included the preliminary phase/stage, stage of the procedure, investigation and allocation of the funds, and fulfill any legal, accounting and fiscal obligations.

The data transfer is optional, clear and voluntary but, if absent, the data controller will not be able to fulfill the institutional purposes nor to perform the tasks thereby the assignment of the connected services will be compromised.

4. Types of processed data

Personal data

Information related to any natural identified or identifiable person. Identifiable means that someone can be identified by the name, fiscal code, image, voice, location data, digital identification or thanks to one or more physical, physiological, genetic, mental, financial, cultural or social features.

Navigation data

The computer system and the software procedures, responsible for the functioning of the website, acquires some data like IP address; URI/URL addresses of the requested resources; requested time;

approach used to submit the request to the server; size of the downloaded file; the digital code corresponding to the response status (successful; error; etc.) and other data connected to the operating system and user computing environment. This data is processed to get statistical information about services use and check the proper functioning of the services.

5. Processing method and storage period

Personal data are processed according to the principles of lawfulness, propriety and transparency and stored by instruments, which can be also electronic, suited to assuring the security and privacy of the data in the manner provided by the laws and regulations in force. Data may be shared with public entities for the fulfillment of their institutional functions. Data will be stored for the time necessary to execute the fulfillments concerning the implementation of the data subject request and no more than 10 years from the last administrative act.

6. Processing place

Data is processed and stored at the headquarter of the municipality of Trapani- Piazza Municipio 1, 91100, Trapani and third-party companies which carry out activities of technical management for the IT platforms used for the execution of supporting services during the phases of benefits management.

7. Subjects rights

Data subjects may exercise their rights provided by the third section of GDPR according to the limits and conditions specified therein:

- a) access to data (Article 15): data subject can ask to the controller if the data processing is taking place or not and can obtain the access to the personal data and information about processing in a commonly used electronic form (for example purposes, kind of processed data, recipients, etc.);
- b) data rectification (Article 16): data subject has the right to ask to the Controller the rectification of data without undue delay and/or the integration of the incomplete data, even also by providing a supplementary statement;
- c) data erasure or “right to be forgotten” (article 17): data subject has the right to obtain from the Controller the erasure of the personal data without undue delay and data Controller must erase them without undue delay;
- d) restriction of processing (article 18): data subject has the right to obtain from the data Controller the restriction of processing;
- e) data portability (article 20): data subject has the right to obtain from the data Controller his/her personal data in a structured, commonly used and machine-readable format and can transmit those data to any other data controller without hindrance from the previous one;
- f) objection to processing (article 21): at any time the data subject has the right to object to personal data treatment, due to any reason, in accordance with points e) and f) of the article 6, subsection 7, including profiling based on those provisions.

In accordance with article 12 of GDPR, the Municipality of Trapani reminds the data subject that all the information provided under articles 13 and 14 and any possible communications and actions pursuant the articles from 15 to 22 and 34 are free.

8. How to report

You can directly talk to the data Controller or DPO (Data Protection Officer) to exercise your rights as referred in the article 7 of the Codex (and related articles), and the third section of GDPR.

In case of missing feedback, the data subjects who think that the data processing is violating their rights, as provided in the GDPR, can file a complaint to the Privacy Guarantor via email (garante@gpdp.it or urp@gpdp.it), fax (06.696773785), by mail to the headquarter of the Garante for data privacy in Rome (Italy), Piazza Venezia n. 11 – Cap. 00187, or appealing to the judicial authority.

9. Data Controller

The controller of your data is the Municipality of Trapani, legally represented by the Mayor pro tempore contactable via email: gabinetto.sindaco@comune.trapani.it

10. Internal and external processors of treatment

You can discover all the processors by following the link provided by the website of the Municipality of Trapani (<https://www.comune.trapani.it/>)

11. Data protection officer

Mr Riccardo Lo Brutto was nominated DPO (Data Protection Officer) by the Municipality Trapani and he is contactable via email: rpd.privacy@gmail.com