



UNIVERSITÀ DI PAVIA

INFORMATION SHEET

University Smoke Free

Dear,

we would like to invite you to participate in a research study. It is your right to be informed about the purpose and characteristics of the study so that you can make an informed and free decision about whether to participate. We invite you to read the following carefully. The researchers involved in this project are available to answer your questions.

Data Controller:

Università degli Studi di Pavia for the local phase

rettore@unipv.it

Data Protection Officer:

University Data Protection Officer UNIPV

privacy@unipv.it

Scientific Director of the Multicentric Study

Silvia Fustinoni

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Simona Villani

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What is the purpose of this study?

The general aim of this study is to investigate the smoking habits of students and staff at the University of Pavia, their perception of smoking on campus, and the attitudes of smokers and non-smokers towards the initiatives undertaken by UNIPV on this topic.

How will the study be conducted?

This is an observational study: students will be contacted by email and invited to participate in an online questionnaire. Participants will only take part in the survey after reading and signing the informed consent by clicking on the appropriate box at the end of this document.

Why are we asking you to participate?

We ask you to participate because this survey will provide an updated overview useful for directing any new prevention campaigns or improvements to UNIPV's anti-smoking policy, with the ultimate goal of protecting the health of students and staff and preserving the decorum of all university premises, including external areas, through adequate smoking prevention.

Students, teaching staff, and administrative staff of the University of Pavia of both sexes, smokers and non-smokers, will participate in this study.



The study will last 24 months.

Are you obliged to participate in the study?

Your participation is completely voluntary, and refusal to participate will not result in any negative consequences. Moreover, if you change your mind and wish to withdraw at any time, you are free to do so without providing any explanation.

In the event of withdrawal, the data previously collected will be destroyed unless they have already been processed for research purposes.

What are the steps necessary to participate in the study?

Participation in the study involves reading the detailed description of the research characteristics. At the end of this phase, you can consent to participation by expressing informed consent by clicking on the appropriate box. Only after giving consent will you access the questionnaire and be able to proceed with its completion.

What will you be asked to do?

The research project involves the online administration of a detailed questionnaire on smoking habits, use of new products (electronic cigarettes, heated tobacco products), possible exposure to secondhand smoke, knowledge of the health effects of active and passive smoking, and awareness and compliance with Italian regulations and university policies on smoking.

The questionnaire will take about fifteen minutes to complete. You can complete the questionnaire in part and resume it at your convenience to finish or modify your answers.

What are the possible risks and inconveniences of the study?

There are no known risks or adverse events.

What are the possible benefits of the study?

The study does not provide direct benefits to the participant. However, it will increase knowledge about the smoking habits of students and staff at the University of Pavia.

What if information about your health emerges during the study?

You will not be asked questions about your health status. The study does not expect to uncover useful information for your health.



How is the confidentiality of information/data/samples ensured?

When completing the questionnaire, you will need to provide the following personal data: age range, gender, degree course, year of study, personal data suitable to reveal habits and opinions regarding cigarette smoking, electronic cigarettes, and heated tobacco products. These data, along with any other data collected during the research, are important for the proper conduct of the study. The confidentiality of all information will be guaranteed according to current regulations (European Regulation EU 2016/679 on the protection of individuals with regard to the processing of personal data and the free movement of such data - https://www.garanteprivacy.it/web/garante-privacy-en/home_en).

How will your personal data be used?

1. Data collection phase:

This phase will take place with your authorization by expressing informed consent. The data controller processes personal data as part of performing its public interest tasks under Article 6, paragraph 1(e) of the EU Regulation 2016/679-GDPR. The processing of special categories of personal data (sensitive data) is carried out for scientific research purposes under Article 9, paragraph 2(g) and (j) of the GDPR and based on explicit consent given under Article 7, paragraph 2(a) of the Ethical Rules for statistical or scientific research purposes.

To conduct the survey, LimeSurvey will be used. Participation in the study is anonymous. The recording of survey responses is not related to information that allows participant identification unless some survey questions explicitly ask for it, in relation to open-ended questions or free-text fields where the respondent might provide information that makes identification easy. If an access code was used to access this survey, this code will not be recorded along with the responses provided. The participant code is managed in a separate database and is updated only to indicate whether the survey was completed (or not). There is no way to match access codes to survey responses. Data will be anonymized, meaning the link between your responses and your identity will be removed. Data will be processed using IT tools and stored in electronic databases, accessible only with a password available only to the project manager. The decoding file will be kept for a maximum of 25 years from the end of the study.

2. Result presentation phase at the end of the project:

This phase includes the scientific publication and dissemination of results in an anonymous and aggregated form at conferences/congresses and through third mission initiatives by the University of Pavia and the inter-university network "University Smoke-Free."



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What will happen to your data at the end of the research?

The documents related to the study will be stored electronically in compliance with current national regulations for the purposes declared by the project.

Will your data be shared with third parties?

No. The University is the sole owner of the data. The final dataset will only be available to the project manager and the research team members. The research results will be disseminated via the university's website and publications in national or international journals.

Other important information:

This study has been approved by the Pavia Ethics Committee.

Under Article 13 of European Regulation EU 2016/679 on the protection of individuals with regard to the processing of personal data and the free movement of such data, you can file a complaint with a supervisory authority and exercise the rights provided by Articles 15 to 22 of the GDPR, including:

- Requesting access to your personal data, their rectification, or deletion, limiting the processing;
- Objecting to the processing;

contacting:

Simona Villani simona.villani@unipv.it

During the study, you can contact the project manager for any information using the details provided in this information sheet.

Thank you for your cooperation.



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Statement of the study director:

I declare that I have provided the participant with complete information and detailed explanations about the nature, purpose, procedures, and duration of this research project. I declare that the information sheet is accessible at the following link:

<https://spmsf.dip.unipv.it/en/informative-sheet-university-smoke-free>

Multicentric Study Director

SILVIA FUSTINONI

UNIPV Study Director

SIMONA VILLANI