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| **JUSTIFICACIÓN DE DIETAS Y GASTOS DE VIAJE** ****\*\*ANTICIPO DE CAJA\*\***** | | | | | | | | | | | | | | | | | | | | | | |  | | **Nº JUSTIFICANTE** | | | | | |  | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | |  | | **EJERCICIO** | | | | | |  | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | |  | | **APLICACIÓN PRESUPUESTARIA** | | | | | | | | | | | |  |
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|  | | | | | | | | | | | | | | | | | | | | | | |  | | **CONVENIO** | | | | | |  | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | |  | | **CL.ECONÓMICA** | | | | | |  | | | | | |  |
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| **1.- Datos Personales** | | | | | | | | | |  | |  | | | |  |  |  | |  | |  | |  | |  |  | |  |  | |  |  |  |  | |  |
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|  | | ***APELLIDOS Y NOMBRE*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | ***NIF*** | | | | | | |  |
|  | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |  |
|  | | ***CATEGORÍA (PROFESOR, P.A.S., BECARIO, ETC...)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | | ***DESTINO (CENTRO, DEPARTAMENTO)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| **2.- Datos del Desplazamiento** | | | | | | | | | | | | | | | | | |  | |  | |  | |  | |  | |  |  |  | |  |  |  |  | |  |
|  | |  |  |  |  |  |  |  |  |  | |  | | | |  |  |  | |  | |  | |  | | ***Hora*** | | | ***Día*** | | | ***Mes*** | | ***Año*** | | |  |
|  | | ***LOCALIDAD DE DESTINO*** | | | | | | | | | | | | | | | | | | ***INICIO*** | | | | | |  | | |  | | |  | |  | | |  |
|  | |  | | | | | | | | | | | | | | | | | | ***FINAL*** | | | | | |  | | |  | | |  | |  | | |  |
|  | | ***MOTIVO DEL DESPLAZAMIENTO*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | | ***MEDIO DE TRANSPORTE UTILIZADO*** | | | | | | | | | |  | | | |  |  |  | |  | |  | |  | |  | |  |  |  | |  |  |  |  | |  |
|  | |  | ***Transporte Público*** | | | | |  | ***Taxi*** | | | |  | | ***Coche Oficial*** | | | | | |  | | | ***Coche propio - matrícula:*** | | | | | | | | |  |  |  | |  |
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| **3.- Datos Económicos** | | | | | | | | | | | | | | | | | | | |  | |  | |  | |  | |  |  |  | |  |  |  |  | |  |
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|  | **L**  **I**  **Q**  **U**  **I**  **D**  **A**  **C**  **I**  **O**  **N** | | Dieta de manutención | | | | | | |  | | | | días × | | | |  | | | | | | = | |  | | | | | | **IMPORTANTE**  Los cálculos económicos y los justificantes se ajustarán a la normativa vigente  **ES IMPRESCINDIBLE APORTAR LOS JUSTIFICANTES ORIGINALES** | | | | |  |
|  |  | |  | | | | | | |  | | | |  | | | |  | | | | | |  | |  | | | | | |  | | | | |  |
|  |  | | Dieta de manutención (Extr.) | | | | | | |  | | | | días × | | | |  | | | | | | = | |  | | | | | |  | | | | |  |
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|  |  | | Gastos de Alojamiento (con justificación)...................................... | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
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|  |  | | Gastos de Desplazamiento: | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
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|  |  | |  |  |  | Facturas de medios de transporte público................. | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
|  |  | |  |  |  | Recibos oficiales de Taxi.......................................... | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
|  |  | |  |  |  | Otros gastos justificados (peaje, parking, etc...)....... | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
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|  |  | |  |  |  | En coche propio | | | | |  | | | | | Km × | |  | | | | **€**.... | | | |  | | | | | |  | | | | |  |
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|  |  | | Cuotas de Inscripción a Congresos................................................. | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | |  |
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| El interesado **DECLARA** que no ha obtenido otras subvenciones, ayudas, ingresos o recursos que hayan contribuido a financiar los gastos a percibir por este desplazamiento. |

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| Asimismo, **DECLARA** que, de acuerdo con lo previsto en los artículos 13 y 14 del RGPD, ha sido informado sobre el tratamiento que vamos a realizar de los datos personales que nos ha facilitado, las condiciones en que se realiza y los derechos que puede ejercitar y otorga su consentimiento mediante la firma del presente documento. |

**INFORMACIÓN SOBRE PROTECCIÓN DE DATOS PERSONALES (RGPD ARTS. 13 Y 14)**

**FICHERO: “GESTIÓN PRESUPUESTARIA Y CONTABLE”**

**INFORMACIÓN BÁSICA SOBRE PROTECCIÓN DE DATOS**

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| **RESPONSABLE DEL TRATAMIENTO** | GERENTE DE LA UNIVERSIDAD DE CANTABRIA |
| **FINALIDAD**  **DEL TRATAMIENTO** | Gestión presupuestaria y contable, gestión de cobros y pagos a terceros y proveedores, emisión de facturas |
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| **LEGITIMACIÓN** | Art. 6.1 e) RGPD   * Ley 40/1998 del IRPF * Real Decreto Legislativo 5/2004, de 5 de marzo (Impuesto sobre la renta de no residentes) * Ley Orgánica 6/2001, de 21 de diciembre, de Universidades y concordantes * Ley General de Subvenciones |
|
| **DESTINATARIOS DE CESIONES O TRANSFERENCIAS** | Otras administraciones y organismos públicos relacionados con las funciones de la UC.  Entidades bancarias colaboradoras. |
| No se prevén transferencias internacionales |
| **DERECHOS DE LAS PERSONAS INTERESADAS** | Tiene derecho a acceder, rectificar y suprimir los datos, así como otros derechos, como se explica en la información adicional. |
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| **PROCEDENCIA DE LOS DATOS** | El propio interesado o su representante legal, otras personas físicas y Administraciones Públicas. Datos procedentes de otros ficheros de la Universidad de Cantabria |
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Puede consultar la información adicional sobre este tratamiento en la siguiente dirección: [web.unican.es/RGPD/gestión-presupuestaria](https://web.unican.es/consejo-direccion/gerencia/RGDP/rgpd_info_gestion-presupuestaria.pdf)

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|  | **CONFORME** | | | | | | | | | | | | **Fecha:** | | |  | |  | | **de** | |  | | | **de** | | | **2.0** | |  |
|  | **Director U.F.G. / Convenio**  **Fdo.:** | | | | | | | | | | | | **Recibí** | | | | | | | | | | | | | | | | | |
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