

PRIVACY POLICY

ON PROCESSING THE PERSONAL DATA PROVIDED UPON REGISTRATION TO AN EVENT VIA THE WEBSITE OF THE DOTCORAL STUDENT ASSOCIATION OF THE UNIVERSITY OF PÉCS AND ON THE DATA PROCESSING DURING ORGANIZING THE EVENT

The University of Pécs (University) is committed to adhere in its data processing activities to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR), to Act CXII of 2011 on the Right of Informational Self Determination and the Freedom of Information (hereinafter: Privacy Act), and to the good practices developed by the Hungarian National Authority for Data Protection and Freedom of Information (NAIH).

1. THE DATA CONTROLLER

Name: University of Pécs

Seat and Postal Address: 7622 Pécs, Vasvári Pál u. 4.

Represented by: Dr. Attila Miseta, Rector and István Decsi, Chancellor

Controller organisational unit: Doctoral Student Association

Represented by: Márton Balogh

Contact person: Dr. Dominika Patrícia Niklai

Telephone: +36305394948

E-mail: niklai.dominika@ajk.pte.hu

Name of the data protection officer: Dr. Gergely László Szőke, PhD

Contact: adatvedelem@pte.hu; +36 (30) 179 5672

2. THE SCOPE AND THE SOURCE OF THE PROCESSED DATA

The scope of the data processed includes all the information you provide on the website (www.dok.pte.hu), the related sub-websites (www.dok.pte.hu/idk), during your registration for conferences/training/courses (hereinafter: Event), as well as all data you provide to the Data Controller (the University) in connection with the Event, in particular your name, workplace/institution, workplace/institution address, contact details provided, data contained in the abstract or study (hereinafter referred to as the "Publication") you submit, and in certain cases other data relating to the Event as indicated in Section 3.

The source of the data is the information you (as the data subject/Participant) provide.

In case of any changes in your personal data during the duration of the data processing, please be kind to inform us via one of the e-mail addresses set forth in Section 1. at the earliest convenient time.

3. THE PURPOSE AND LEGAL GROUND OF THE DATA PROCESSING

3.1 The University processes your personal data, as set out in the table below, provided at the time of registration for an Event on the website, on the basis of your expressed and voluntary consent (Article

6(1)(a) of the GDPR), for the purposes of your registration, registration management, and correspondence. The provision of data is voluntary, but in the absence of such data and your consent, registration for the Event is not guaranteed.

3.2 The University shall process your personal data , as set out in the table below, provided at the time of registration for the purpose of ensuring participation in the Event carried out in the public interest (Article 6 (1) (e) of the GDPR) in accordance with Article 18 (1) (c) of the Act on Higher Education (HEA).

3.3 In the event that the participation in an Event organised by the University is subject to payment of a fee, the University shall process your personal data necessary for the conclusion of a contract with you (ensuring your participation in the Event) and the performance of the contract carried in the public interest (Article 6(1)(e) of the GDPR). These information include your name, the time of participation in the Event, contact details, data on the right to exemption from paying the fees, payment details, transaction data. The provision of these data is a prerequisite for the conclusion of the contract or is based on a contractual obligation and the contract cannot be concluded or performed without their provision.

3.4 The University shall, in the scope of the proper functioning of the institution and the organisation of training (Article 18 (1) a), c) of the HEA.), carry out its tasks in the public interest (pursuant to Article 6 (1) e) of the GDPR). In the case of free participation in an event, the University shall transfer the data necessary to verify your eligibility to the body providing the support for the purpose of verifying eligibility.

3.5 The University shall process your personal data for the purpose of issuing and storing invoices for participation in the Event in the scope of the proper functioning of the institution and the organisation of training [Article 18 (1) a), c) of the Nftv.]. This is carried out in the public interest (pursuant to Article 6 (1) e) of the GDPR). Carrying out this task in the public interest is to comply with Act CXXVII of 2007 on Value Added Tax and Act C of 2000 on Accounting.

3.6 For the purpose of publishing a Publication following an Event and ensuring access to the Publication related to the Event, the University processes your personal data as outlined in the table below for the purpose of the proper functioning of the institution in order to carry out its tasks in the public interest pursuant to Article 18 (1) a), c) of the HEA. The fulfilment of its public interest tasks serves to comply with Government Decree 717/2020 (XII. 30.) on the provision, preservation and use of publications. The University Library and Knowledge Centre of the University of Pécs (hereinafter: Knowledge Centre) may archive and provide access to these Publications, making them available on the library's own digital interfaces (Pécs University Archives, Digitália).

3.7 In the case of Events, the University shall process the data you provided for the purpose of managing the author's data of the papers and abstracts submitted to the Event and for the purpose of managing the review of the papers and abstracts (pursuant to Article 6(1)(e) of the GDPR).

3.8 If the University provides catering services to the Participants at the Event, the University shall process your personal data on the basis your expressed and voluntary consent (Article 6(1)(a) of the GDPR) in order to obtain and provide information on your specific dietary needs. The provision of this data is not mandatory, but without this data the University cannot provide you with adequate information (and meals).

3.9 The University uses "cookies" to ensure the proper functioning of the website in order to carry out its tasks in the public interest (pursuant to Article 6(1)(e) of the GDPR) and may also use other "cookies" with your expressed and voluntary consent (Article 6(1)(a) of the GDPR). The list of „cookies” used, their purposes and the duration of their processing are summarised in the table in Section 7. The use of temporary, session cookies is essential and indispensable for the use of the site, in order to allow visitors to browse the site and its sub-sites, use its functions and services fully and smoothly. These cookies are stored until the end of the session (browsing), when the browser is closed the cookies are automatically deleted from the computer or other device used for browsing. For each data subject visiting the website and its sub-sites, the host name (IP address) and referrer data of the device used are logged on a web server in order to improve browsing and make it more user-friendly and to find and correct errors more quickly when using the pages.

3.10 The University shall process the personal data you provide on the website when using the messaging service under "Contact", in particular your name, e-mail address, as well as all personal data you provided using the "Message" function, for the purpose of electronic correspondence with you following the Event, with your expressed and voluntary consent and in the scope of carrying out its tasks in the public interest (Article 6(1)(a) and (e) of the GDPR).

3.11 The University may issue a certificate or an aggregated report and send these to a higher education institution or authority providing the support for the purpose of verifying participation in the Event in order to ensure the proper functioning of the institution and the organisation of training in the scope of carrying out its tasks in the public interest (pursuant to Article 6 (1) (e) of the General Data Protection Regulation). The certificate and the report shall contain the following data: your identification (operational, or in lack thereof, basic registration number, professional qualification), the name of the organiser of the Event, the place, time, address, registration number, type (compulsory, optional) and the duration of the Event.

3.12 The University, with your expressed and voluntary consent (Article 6(1)(a) of the GDPR), processes your (photographic) image for the purpose of publishing information materials about the Event after the Event and for the purpose of publishing information materials to promote subsequent Events. With regard to the image capturing, the consent is given in writing, by chat message or, in the absence thereof, you can implicitly give your consent by switching on your camera making a comment in the case of online participation, or by entering the area of the room covered by the camera and/or making a comment in the case of offline participation.

3.13 The University shall process the personal data you provide, particularly your name, user name and e-mail address, for the purpose of technical management of the Event (Article 18 (1) c) of the GDPR) in the scope of carrying out its tasks in the public interest (Article 6 (1) e) of the GDPR).

3.14 For the purposes of using the interactive game(s) during the Event, the University will process the name/user name you provide on the basis of your expressed and voluntary consent (Article 6(1)(a) of the GDPR), which will be used by Kahoot! AKA as a sub-processor. In the absence of your consent, you cannot actively participate in the game(s).

| The purpose of the processing | The legal ground for processing | The scope of the processed data |
|---|--|--|
| Event registration | Article 6 (1) (a) | name, place of work/institution, its address, contact details |
| Registration management, correspondence | Article 6 (1) (a) | name, place of work/institution, its address, contact details |
| Ensuring your participation in the Event | Article 6 (1) (e) | name, place of work/institution, its address, contact details in the case of a chargeable event, the time of attendance at the Event, contact details, eligibility for exemption from payment of fees, payment details, transaction details |
| Verifying eligibility | Article 6 (1) (e) | all data provided to verify eligibility |
| Issuing and recording invoices of the Event | Article 6 (1) (e), in order to comply with Act CXXVII of 2007 on Value Added Tax and Act C of 2000 on Accounting | name, address (tax number in certain cases) |
| Publication of Event papers and providing access thereof | Article 6 (1) (e), Government Decree 717/2020 (XII. 30.) on the provision, preservation and use of publications. | the title of your presentation/poster, research field, and all related personal data in the Publication (especially the name(s) and institution of the author(s), supervisor(s) and editor(s)) |
| Authorship and review management of papers and abstracts submitted to the Event | Article 6 (1) (e) | the title of your presentation/poster, research field, and all related personal data in the Publication (especially the name(s) and institution of the author(s), supervisor(s) and editor(s)) |
| Personal data necessary to meet your dietary needs | Article 6 (1) (a) | personal data on dietary needs |

| | | |
|---|--------------------------------------|--|
| Cookies | Article 6 (1) (a), Article 6 (1) (e) | your IP address and the data from the applied cookies |
| Electronic correspondence following the Event | Article 6 (1) (a), Article 6 (1) (e) | name, e-mail address, all personal data provided through the correspondence |
| Verifying participation | Article 6 (1) (e) | your identification (operational or in lack thereof, basic registration number, professional qualification), the name of the organiser of the Event, the place, time, address, registration number, type (compulsory, optional) and the duration of the Event. |
| Information materials about the Event(s) | Article 6 (1) (a) | image (name and/or username in case of online participation) |
| technical management of the online Event(s) | Article 6 (1) (e) | name, username, e-mail |
| Participation in the interactive game(s) | Article 6 (1) (e) | name, username |

4. THE DURATION OF THE DATA PROCESSING

In the case of paragraphs 3.1, 3.8, 3.9, 3.10, 3.12, 3.14, your consent is valid until its withdrawal but not more than five years from giving it, in the case of point 3.3, until the expiry of the limitation period for claims arising from the contract, in the case of point 3.5, until the invoice is issued and, in the case of recording it, for at least eight years pursuant to Article 169 of Act C of 2000 on Accounting, 3.9, the duration of cookies is summarised in the table in Section 7, in case of paragraphs 3.6 and 3.7, until the publication of the legal deposit of the publication is prohibited or restricted by an official or judicial decision and until the author has made a declaration revoking the authorisation to publish the work or prohibiting its use in accordance with the Copyright Act, and in the cases of 3.2, 3.4, 3.10 and 3.11, 3.13, for a maximum of five years from the date of publication.

5. THE SCOPE OF THE PERSONNEL WHO CAN ACCESS THE PERSONAL DATA, DATA TRANSFER, DATA PROCESSING

The data can only be accessed by the employees of the organizational units of the University, which organizational units need the data to perform their tasks. Employees are bound by the obligation of confidentiality regarding the personal data they learn.

The University may use the following member of the Microsoft Group and sli.do s. r. o. as data processors for the technical implementation of the Event. Information on the data processors:

- **Microsoft Ireland Operations Limited**, Attn: Data Protection Officer, One Microsoft Place, South County Business Park, Leopardstown, Dublin 18, Ireland. Tel.: +353 1 706 3117,
- **sli.do s. r. o.**, Vajnorská 100/A, 831 04 Bratislava, Slovakia

The University may use interactive games at the Event via Kahoot! AKA as the data processor. Information on the data processors:

- **Kahoot! AKA**, Fridtjof Nansens Plass 7 , Oslo 0160 Norway

and Google Ireland Ltd, for data reconciliation purposes:

- **Google Ireland Limited**, Gordon House, Barrow Street, Dublin 4 Ireland. Telefonszám: +353 1 436 1000

The processors' privacy policies are available at the following links:

<https://privacy.microsoft.com/hu-HU/privacystatement#mainnoticetoendusersmodule>

<https://community.sli.do/about-slido-32/handling-privacy-in-slido-503>

<https://trust.kahoot.com/privacy-policy/>

<https://privacy.google.com/?hl=en#>

6. DATA SECURITY

The University shall process the personal data in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures. You can find more information in Articles 20-22. of the [University's Data Protection Regulation](#), and in Chapter IV. of the University's [IT Policy](#).

7. "COOKIES" USED ON THE WEBSITE

| "Cookie" name | Purpose | Processing duration | Vital for the website's functioning? |
|---------------------------------------|--|--|--------------------------------------|
| iig-drupal8-saml | is created after logging in to the site (required for central authentication) | Until the end of the relevant user session | no |
| SSESS544679f45fd180b06bdac938cc31ad24 | is created after logging in to the site | 3 weeks | no |

7.1. The Data Controller uses Google Analytics, a web analytics service provided by Google Inc. ("Google"). Google Analytics uses so-called "cookies", text files that are saved on your computer to help analyse the use of the website visited by the User. Google Analytics will not associate the IP address transmitted by the User's browser with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may

not be able to use the full functionality of this website. You may also prevent Google from collecting and processing information about your use of this website (including your IP address) by means of cookies by downloading and installing the browser plug-in available at <https://tools.google.com/dlpage/gaoptout?hl=hu>

7.2 The Data Controller uses the online advertising program "Google Ads" and uses Google's conversion tracking service within the framework of this program. If you do not wish to participate in conversion tracking, you can opt-out by disabling this option in your browser. You will then not be included in the conversion tracking statistics. For more information and to read Google's privacy policy, please visit www.google.de/policies/privacy/

8. YOUR RIGHTS AS A DATA SUBJECT AND HOW TO EXERCISE THEM

8.1. You have the right to access the information in relation with the data processing related to you defined in Article 15 of the GDPR (right of access), including in particular, information by the University about

- the types of personal data,
- the purpose and legal ground,
- the source,
- the duration of the processing or the criteria for determining the duration,
- who, when, on what legal basis, to which personal data was granted access to by the University or to whom did it transfer the data,
- the rights and possible legal remedies of the data subject during the data processing.

8.2. You shall have the right to rectification of inaccurate (false or incomplete) personal data about you pursuant to Article 16 of the GDPR.

8.3. According to Article 17 of the GDPR, you have the right to erasure ('right to be forgotten'), if

- the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
- you withdraw your consent on which the data processing is based and there is no other legal ground for the data processing;
- you have successfully objected against the processing of the data pursuant to point 7.7;
- the personal data have been unlawfully processed;
- the personal data have to be erased for compliance with a legal obligation.

The data will not be erased if the data processing is necessary:

- for compliance with a legal obligation which requires the data processing or to which the University is subject or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the University;
- for the establishment, exercise or defence of legal claims;
- for exercising the right of freedom of expression and information;
- for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in so far as practicing the right to erasure is likely to render impossible or seriously impair the achievement of the objectives of that data processing.

8.4. According to Article 18 of the GDPR, you have the right to restriction of processing, if

- you contest the accuracy of the personal data, for a period enabling the University to verify the accuracy of the personal data;

- the processing is unlawful, and you oppose the erasure of the personal data and request the restriction of their use instead;
- the University no longer needs the personal data for the purposes of the processing, but you require it for the establishment, exercise or defence of legal claims;
- you have objected to the processing pursuant to point 7.7, pending the verification whether the legitimate grounds of the University override those of yours.

Where processing has been restricted, such personal data shall, with the exception of storage, only be processed with your consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest of the Union or of a Member State.

8.5. According to GDPR Article 7 (3), you shall have the right to withdraw your consent at any time (right to withdraw the consent). The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. Prior to giving consent, you shall be informed thereof. It shall be as easy to withdraw as to give consent.

8.6. You shall have the right to receive the personal data, which you provided to the University, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller without hindrance from the University, where the processing is based on consent or on a contract (right to data portability).

8.7. You shall have the right to object, on grounds relating to your particular situation, at any time to processing of personal data concerning you which is based on a balance of interest, or necessary for a task carried out in the public interest or in the exercise of official authority, including profiling based on those provisions (the right to object). According to Article 21 of the GDPR, the University shall no longer process the personal data unless it demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.

8.8. You can exercise your rights free of charge via the contacts (the contact persons or the data protection officer) listed in point 1. The exercise of your rights may in most cases require identifying you, while in some cases (e.g. the exercise of the right to rectification) additional information may be required. The application for the exercise of your rights shall be assessed by the University within one month at the latest. If necessary, taking into account the complexity of the application and the number of applications, this period may be extended by a further two months, the extension being notified to the person concerned within 1 month.

9. COMPLAINTS AND REMEDIES

You can make any complaints about data processing at the contact details of the contact persons indicated in point 1., or you can contact the University's data protection officer (adatvedelem@pte.hu). If you wish to make a complaint by post, you can send a mail to 7622 Pécs, Vasvári Pál u. 4. addressed to the contact persons indicated in point 1. or to the data protection officer.

You may seek remedy at the Hungarian National Authority for Data Protection and Freedom of Information (contact address: H-1530 Budapest Pf.:5, Tel.: +36-1-391-1400, e-mail: ugyfelszolgalat@naih.hu, website: <https://www.naih.hu/general-information.html>), if you deem it necessary due to a supposed legal violation or in direct hazard of it.

You may file a civil action in case of unlawful processing at the officially competent or your chosen Regional Court.