

# PRIVACY NOTICE

## DATA PROCESSING RELATED TO EVENTS OF THE UNIVERSITY OF PÉCS DOCTORAL STUDENT UNION

The University of Pécs (hereinafter: the University) places great emphasis on ensuring that, during its data processing activities, it acts in compliance with the protection of natural persons with regard to the processing of personal data and the free movement of such data, as well as Regulation (EU) 2016/679 of the European Parliament and of the Council (hereinafter: the General Data Protection Regulation), which repeals Directive 95/46/EC; Act CXII of 2011 on the Right of Informational Self-Determination and Freedom of Information (hereinafter: the Information Act); other applicable legislation; and the data protection practices developed by the National Authority for Data Protection and Freedom of Information (hereinafter: NAIH).

The purpose of this notice is to provide information on the data protection and data management principles applicable to the personal data of persons registering for events organized by the Doctoral Student Council of the University of Pécs (hereinafter: PTE DOK or DOK) (hereinafter: Participant(s)).

### 1. NAME OF THE DATA CONTROLLER

Name: University of Pécs

Registered office and mailing address: 7622 Pécs, Vasvári Pál u. 4.

Representatives: Dr. Attila Miseta, Rector, and István Decsi, Chancellor

Organizational unit responsible for data processing: Doctoral Student Union (DOK)

Representative: Dr. Mátyás Kiss, President

Contact person: Bettina Kovács

Phone number: +36 30/4375430

E-mail address: [info.idk@pte.hu](mailto:info.idk@pte.hu)

Data Protection Officer: Dr. Roland Bernát

Contact: [adatvedelem@pte.hu](mailto:adatvedelem@pte.hu), +36 30/0746637

### 2. CATEGORIES OF PERSONAL DATA PROCESSED AND THEIR SOURCE

The scope of processed data includes all data provided by event participants to DOK upon registration, as well as all data sent by participants to the organizers until the end of the event.

The source of the data is the information you provide to the University at the time of registration.

If any modifications or changes occur in the personal data processed during the data processing period, please notify the contact person specified in Section 1 without delay.

### 3. PURPOSE AND LEGAL BASIS OF DATA PROCESSING

- 3.1. The University processes the Participant's name, email address, telephone number, institution where they are conducting their research, if applicable, the names and institutions of co-authors, the type of presentation, and the field of science for the purpose of organizing the event (identification, ensuring participation, maintaining contact) in order to perform its public duties in accordance with the proper functioning of the institution (Section 18 (1) a) of the Nftv. and Article 6 (1) e) of the General Data Protection Regulation). email address, telephone number, the institution where they conduct their research, the names and institutions of co-authors, if

any, the type of presentation and the field of science, the title and content of the abstract to be submitted, and the data necessary for the payment of the registration fee.

- 3.2. The University, in order to ensure the proper operation of the institution [pursuant to Section 18 (1) a) of the National Higher Education Act (Nftv.) as the performance of its public duty, under Article 6 (1) e) and Article 9 (2) a) of the General Data Protection Regulation], processes data concerning your dietary preferences, as well as any special dietary requirements or food intolerances, for the purpose of organizing meals at the event and providing special meals if requested.
- 3.3. For the proper operation of the institution [Section 18 (1) a) of the National Higher Education Act (Nftv.)], in the performance of its public duty (pursuant to Article 6 (1) e) of the General Data Protection Regulation), the University processes the following data provided by the Participant for the purpose of issuing and retaining an invoice, upon the Participant's request: the registered name of the buyer (hereinafter: Buyer), the postal code of the Buyer's registered office, the city of the Buyer's registered office, the street name of the Buyer's registered office, and the house number of the Buyer's registered office. This processing serves the fulfillment of the University's public duties and compliance with Act CXXVII of 2007 on Value Added Tax and Act C of 2000 on Accounting.

#### 4. DURATION OF DATA PROCESSING

The data management week in the case of points 3.1 and 3.2. lasts until the data controller deletes it, which is no later than 3 months after the event has ended. Point 3.3. lasts for 8 years pursuant to Section 169 (2) of Act C of 2000 on Data Management.

#### 5. CATEGORIES OF PERSONS WITH ACCESS TO THE DATA, DATA PROCESSING, AND DATA TRANSFER

Only the employees of the University's organizational units who require the data to perform their duties may access the data. These employees are bound by a confidentiality obligation regarding any personal data they access.

For the purpose of registration, the University uses the Microsoft Forms application, operated by Microsoft as a data processor.

**Data Processor:** Microsoft Ireland Operations Limited

**Registered office:** One Microsoft Place, South County Business Park, Leopardstown, Dublin 18, Ireland

**Registered address:** 70 Sir John Rogerson's Quay, Dublin 2, Ireland

**Company registration number:** 256796

**EU VAT number:** IE 8256796 U

**Website, Privacy Policy, and Service Agreement:**

- <https://privacy.microsoft.com/hu-hu/privacystatement>
- <https://www.microsoft.com/hu-hu/servicesagreement>

The University does not transfer or disclose personal data to any other recipients.

#### 6. DATA SECURITY

The University ensures the appropriate security of the data subject's personal data by implementing suitable technical and organizational measures, including protection against unauthorized or unlawful processing, as well as accidental loss, destruction, or damage.

Further information on the data security measures applied at the University can be found in Sections 20–22 of the University of Pécs’ Data Protection Policy and in its Information Security Policy.

## **7. AZ RIGHTS OF DATA SUBJECTS AND THEIR EXERCISE**

7.1. The data subject has the right to access the information specified in Article 15 of the General Data Protection Regulation (right of access) regarding the processing of their personal data. This includes, in particular, the right to be informed by the University about:

- which personal data of the data subject are being processed,
- for what purpose and on what legal basis the data are processed,
- from what source the data were collected,
- the planned duration of storage or the criteria used to determine that duration,
- to whom, when, and which of the data subject’s personal data the University has granted access or to whom the data have been transferred, and
- what rights, complaint mechanisms, and remedies the data subject has during the course of data processing.

7.2. The data subject has the right to have inaccurate (incorrect or incomplete) personal data concerning them rectified or corrected, pursuant to Article 16 of the General Data Protection Regulation (right to rectification).

7.3. In accordance with Article 17 of the General Data Protection Regulation, the data subject has the right to the erasure of their personal data (right to erasure) if:

- the personal data are no longer necessary for the purpose for which they were collected or otherwise processed;
- in the case of processing based on consent, the data subject withdraws their consent and there is no other legal basis for the processing;
- the data subject has successfully objected to the processing pursuant to Section 7.7;
- the personal data have been processed unlawfully;
- the personal data must be erased to comply with a legal obligation.

Data will not be erased if the processing is necessary for:

- compliance with a legal obligation, or the performance of a task carried out in the public interest or in the exercise of official authority;
- the establishment, exercise, or defense of legal claims;
- the exercise of the right to freedom of expression and information;
- reasons of public interest in the area of public health;
- archiving purposes in the public interest, scientific or historical research purposes, or statistical purposes, insofar as erasure is likely to render impossible or seriously impair the achievement of the objectives of such processing.

7.4. The data subject has the right, under Article 18 of the General Data Protection Regulation, to request the restriction of the processing of their personal data (right to restriction of processing) if:

- the data subject contests the accuracy of the personal data; in this case, the restriction applies for the period enabling the University to verify the accuracy of the personal data;
- the data subject has objected to processing under Section 7.7; in this case, the restriction applies for the period until it is determined whether the University will uphold the objection;
- the processing is unlawful, and the data subject opposes the erasure of the data and requests the restriction of their use instead; or
- the University no longer needs the personal data for the purposes of processing, but the data subject requires them for the establishment, exercise, or defense of legal claims.

7.5. Personal data subject to restriction may, apart from storage, only be processed with the data subject's consent, or for the establishment, exercise, or defense of legal claims, or for the protection of the rights of another natural or legal person, or for important reasons of public interest of the Union or a Member State.

7.6. In the case of data processing based on consent, the data subject has the right to withdraw their consent at any time without justification, pursuant to Article 7 (3) of the General Data Protection Regulation (right to withdraw consent). The withdrawal must be made in writing or in the same form in which the consent was given. The withdrawal does not affect the lawfulness of data processing carried out prior to the withdrawal.

7.7. In the case of automated (electronic) data processing based on consent or for the performance of a contract, the data subject has the right, under Article 20 of the General Data Protection Regulation, to receive the personal data concerning them, which they have provided, in a commonly used electronic format, or to request that the University transmit those data to another data controller (right to data portability).

7.8. In the case of data processing carried out for the performance of a public task or in the exercise of official authority, as well as processing based on a balancing of interests, the data subject has the right to object to the processing on grounds relating to their particular situation (right to object). Pursuant to Article 21 of the General Data Protection Regulation, the University may 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 which are related to the establishment, exercise, or defense of legal claims.

7.9. The data subject may exercise their rights free of charge through the contact person specified in Section 1 or via the Data Protection Officer's contact details. In most cases, the exercise of data subject rights requires the identification of the data subject, while in some cases (e.g., exercising the right to rectification) the verification of additional information may be necessary. The University will assess the request for the exercise of data subject rights within one month at the latest. If necessary, taking into account the complexity of the request and the number of requests, this deadline may be extended by an additional two months. The data subject will be informed of any such extension within one month.

## 8. COMPLAINT AND REMEDY OPTIONS

Any complaints regarding data processing may be submitted via the contact details of the contact person specified in Section 1 or addressed to the University's Data Protection Officer (adatvedelem@pte.hu).

If you wish to submit a complaint by post, it should be addressed to the contact person or the Data Protection Officer at 7622 Pécs, Vasvári Pál u. 4.

If you believe that you have suffered a violation of your rights in connection with the processing of your personal data, or if there is an imminent risk of such a violation, you may contact the **National Authority for Data Protection and Freedom of Information (NAIH)** (mailing address: 1363 Budapest, Pf. 9.; phone: +36 (1) 391 1400; e-mail: ugyfelszolgalat@naih.hu; website: <https://naih.hu>).

In the event of a violation of your data protection rights, you may also bring the matter before a court of law. At your discretion, the lawsuit may also be initiated before the competent regional court based on your place of residence or place of stay.