

# Privacy Policy

About 8<sup>th</sup> ISCW conference-related data management

## 1. Data controller

Name:	Hungarian University of Agriculture and Life Sciences
Representative:	Dr. Csaba Gyuricza
Position:	rector
E-mail address:	<a href="mailto:adatvedelem@uni-mate.hu">adatvedelem@uni-mate.hu</a>
Phone:	06-28-522-000
Website:	<a href="http://www.uni-mate.hu">www.uni-mate.hu</a>
Headquarter:	2100 Gödöllő, Páter Károly u. 1.
Address:	2103 Gödöllő, Pf. 303.
Tax number:	19294784-4-44
Name of Privacy Officer:	Bence Györe
Contact:	<a href="mailto:dpo@uni-mate.hu">dpo@uni-mate.hu</a>

## 2. Legal background

The Hungarian University of Agricultural and Life Sciences (hereinafter: the University) shall act in accordance with the following legal regulations when processing personal data related to the conference:

- REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Regulation (EC) No 95/46 (hereinafter referred to as GDPR)
- 1995 LXVI. Act on Public Documents, Public Archives and the Protection of Private Archival Material (hereinafter: Ltv.)
- Act C of 2000 of accounting (hereinafter: Számv. tv.)
- CXXVII of 2007 law on general sales tax (hereinafter: Áfatv)

## 3. Scope, purpose and legal basis of the personal data processed

The purpose of data management is to organize the conference, compile the programs, prepare the conference volume related to the conference, display the speakers on the conference website, and preparation of the conference publication.

### 3.1. Data management related to conference participation and conference volume

Personal data	Purpose of data management	Legal basis for data management	Duration of data processing
Name	identification	fulfillment of contract [Article 6 (1) (b) of the GDPR]	until 31st December, 2025
Affiliation			
E-mail address	contact		

The official correspondence of the University, including conference-related correspondence (e.g., registration forms, abstract submissions), is conducted through the email and storage services of the enterprise version of Microsoft 365. The Hungarian subsidiary of Microsoft Corporation, Microsoft Magyarország Kft., acts as the data processor. Its registered office is at 1031 Budapest, Graphisoft Park 3, tax number: 10836653-2-44, company registration number: 01-09-262313.

### 3.2. Data management related to payment

Personal data	Purpose of data management	Legal basis for data management	Duration of data processing
Billing name	Issuing an invoice	Legal obligation [Article 6 (1) (c) of the GDPR], VAT 159 (1), 169 (b) (e)	8 years from invoice issuance (Számv. tv. 169 (2))
Billing address			
Number of invoice			

The University uses the SAP enterprise resource planning system for billing. The system is operated by SDA Informatika Zrt. as the data processor. The data processor's registered office is at 1111 Budapest, Budafoki út 59, tax number: 11684057-2-43, company registration number: 01-10-140314.

## 4. Data security measures

### 4.1. Data storage

The University stores the data generated in electronic form on its own server at its headquarters and, taking into account the current state of the art, ensures technical, organizational and organizational measures to protect the security of data management that provide a level of protection appropriate to the risks associated with data management. IT system and network are all protected from computer-assisted fraud, espionage, sabotage, vandalism, fire and flood, as well as computer viruses, computer hacking and other attacks. It provides security with server-level and application-level protection procedures. It shall also take appropriate measures to protect its personal data against, inter alia, unauthorized access, alteration, transmission, disclosure, deletion, destruction, accidental destruction, damage and inaccessibility resulting from a technical change by the employee.

## 4.2. Access to data

Your personal data may be accessed by the heads of the units of MATE, responsible for the organization (Institute of Environmental Sciences, Department of Finance) and running of the event and by the staff involved in the organization of the conference and the compilation of the conference volume, to the extent necessary for the performance of their work, subject to purpose.

## 5. Rights of data subjects in relation to data processing

You may exercise your data management rights at the contact details indicated in point 1. You can also contact Dr. Károly Bodnár directly at the event at [iscw@uni-mate.hu](mailto:iscw@uni-mate.hu). If you wish to exercise any of the following rights, please do so during the retention period, otherwise we will only be able to notify you of the deletion of your data.

### 5.1. Right to information and access

You can request information on whether your personal data is being processed and, if so, which personal data we are processing, on what legal basis, for what purpose, from what source and for how long. You can request access to the personal data you handle, e.g. in the form of a copy. The request will be complied with within 1 month [Article 15 GDPR].

### 5.2. Right of correction

You can request the correction of your personal data: modification, correction or addition. We will try to comply with the request without delay [Article 16 GDPR].

### 5.3. Right of cancellation and forgetting

You can request the deletion of your personal data. We will endeavor to comply with your request without delay. Your data will also be deleted if you withdraw your consent to data processing. A cancellation request will result in the withdrawal of your intention to attend the event.

We would like to inform you that the deletion of the data published in the conference volume, due to its nature, is not possible, taking into account the specifics of disclosure and Internet technology [Article 17 GDPR]. The conference proceedings cannot be discarded; they will be made public and preserved by the University Archives for scientific purposes in accordance with the provisions of the Ltv. and the GDPR regarding public interest archiving [GDPR Article 17].

### 5.4. Right to restrict data management

You may request a restriction on data processing [Article 18 GDPR],

- if they think they are inaccurate, not up to date. In this case, data processing is suspended for as long as the accuracy of the data is verified.
- if the data processing is illegal and you object to the deletion of your personal data. In this case, the data is locked.
- if we no longer need the data, but you request it to make, enforce or protect legal claims.

### 5.5. The right to data portability

You have the right to receive a copy of your automated personal data in a widely used, machine-readable format, or to request that your data be transferred directly to another data controller. The request will be complied with within 1 month [Article 20 GDPR].

## 6. Remedies related to data management

The data protection officer of the University is entitled to act in the case of problems and remarks related to data management. Please be the first to report the problem to the contact details listed in point 1. We will investigate the issue as soon as possible and try to find a solution and rule out the possibility of this happening in the future.

If the problem is still not resolved, an investigation may be initiated with the court competent to act in the place of residence or with the National Data Protection and Freedom of Information Authority (hereinafter: the Authority) on the grounds of a personal data breach.

#### **Contact information of the Authority:**

E-mail address: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu)

Phone: 06-1-391-1400

Fax: 06-1-391-1410

Web: [www.naih.hu](http://www.naih.hu)

Headquarters: 1055 Budapest, Falk Miksa u. 9-11.

Address: 1363 Budapest, Pf.: 9.