



DATA PROCESSING INFORMATION

in connection with 8th Biennial Conference of the ESCLH:
Back to the Past and Building the Future



This Data Processing Information is a summary of those information you need to know about how we will use, safeguard your personal data under General Data Protection Regulation (GDPR) during our **8th Biennial Conference of the ESCLH: Back to the Past and Building the Future**.

1. Who can you turn to?

The University of Szeged is the data controller for the data processing of the 8th Biennial Conference of the ESCLH: Back to the Past and Building the Future, but the concrete data processing is done through the following organizational unit:

University of Szeged

Faculty of Law and Political Sciences, Dean's Office

Name of contact person: Dr. Törőcsikné Prof. Dr. Márta Görög

Address: 54 Tisza Lajos krt., Szeged, H-6720

Phone: +36 (62) 544 197

E-mail: ajtk.dekani@juris.u-szeged.hu

Webpage: www.juris.u-szeged.hu

Name and contact details of the data protection officer: see point 11.1. of this Data Processing Information.

Please do not hesitate to contact us if you have any questions regarding data processing.

2. What are the main legal rules?

We inform you that your personal data will be processed in compliance with

- Regulation (EU) 2016/679 of the European Parliament and of the Council 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),
- Act V of 2013 on the Civil Code, and
- Act CXII of 2011 on the Right of Informational Self-Determination and Freedom of Information

3. Does University of Szeged have a Data Protection Code?

Yes. The Data Protection Code of the University of Szeged is available at the following link:
<http://www.u-szeged.hu/szabalyzatok>



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4. What data processing are we implementing?

The following data processing take place during 8th Biennial Conference of the ESCLH: Back to the Past and Building the Future – 1. Application for the conference with an abstract, 2. Registration for the conference via Cooltix, 3. Data transfer for catering organisation via Google Forms, 4. Daily registration during the conference (attendance sheet), 5. Publishing the abstracts on the conference website, 6. Data transfer to tender manager (NRDI Fund, Mecenatúra Fund), 7. Image and voice recording.

4.1. Application for the conference with an abstract

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name Affiliation Academic position E-mail address Title of the lecture Abstract of the lecture CV	To identify the applicant and to communicate with the applicant, to decide about the participation of the applicant on the conference by the organising committee	On voluntary consent from the applicant	Until time required to organising the conference, but up to two years from the end of the conference or till the withdrawal of consent

4.2. Registration for the conference via Cooltix

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name E-mail address	To identify the registered person and to communicate with the registered person	On voluntary consent from the registered person	Until time required to organising the conference, but up to two years from the end of the conference or till the withdrawal of consent



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4.3. Data transfer for catering organisation via Google Forms

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name Affiliation Academic position E-mail address Request for participation in each meal Food allergies	To realise the catering during the conference	On voluntary consent from the applicant	Until time required to organising the conference, but up to two years from the end of the conference or till the withdrawal of consent

4.4. Daily registration during the conference (attendance sheet)

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name Affiliation Signature	To administer the participant's number, to provide data for tender manager	On voluntary consent from the participant	Until time required to organising the conference, but up to two years from the end of the conference or till the withdrawal of consent

4.5. Publishing the abstracts on the conference website

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name Affiliation Academic position Title of the lecture Abstract of the lecture	To inform the chairs of panels and participants of the conference about the lectures	On voluntary consent from the participant	Until time required to organising the conference, but up to two years from the end of the conference or till the withdrawal of



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			consent
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4.6. Data transmission to tender manager (NRDI Fund, Mecenatura Fund)

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name Gender Affiliation Academic position Title of the lecture Nationality Image and video about the conference	To document the event, to verify the grant aims' realisation, to provide data for tender manager	On voluntary consent from the participant	Upon the storage time determined by the grant's provision

4.7. Image and video recording

We inform you that we take image and video recording of the program, in the form of recording of a crowd and in connection with public performance, as well as in the form of individual recording.

Please also note that the event is opened to press.

Data processing related to recording of a crowd and public performance

In the form of recording of a crowd and in connection with public performance, we take image and video recording of public task since this is event is strongly connected to the Faculty's main objectives

According to Subsection (2) of Section 2:48 of Act V of 2013 on the Civil Code, the consent of the data subject shall not be required for recording and for the use of such a recording if the recording was made of a crowd or of a public performance. However, previous information should be given in these cases, so we fulfil the preliminary notification obligation to inform data subjects through this Data Processing Information, and through information provided at the event stating, „We would like to inform you that image and video recording will be taken during this event.”

As the University of Szeged is dedicated to the protection and safety of all kinds of personal data, and the respect of privacy, we inform you that we use these recording (recording of a crowd or



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public performance) to promote the event and for marketing purposes through the online and offline channels of the University of Szeged, and for the verification of the realisation of grant's aims.

We inform you that you have the right to object to the recordings of a crowd or public performance

- before the program through the contact person, and
- at the program venue, notifying it for the event organizers

so that the organizers can most effectively resolve not to include you in the recording.

Data processing related to individual recording

In each case, we require the consent of the data subject to produce and use any individual records, in accordance with Subsection (1) of Section 2:48 of Act V of 2013 on the Civil Code. We collect the following information for identification when entering the voluntary consent.

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Name (first name, family name)	To identify that person.	On voluntary consent.	Until the voluntary consent is withdrawn.
Birth name (first name, family name)			
Mother's name (optional, if the name does not clearly identify the person)			
For person under the age of 16 , the holder of parental responsibility			
- name (first name, family name)			
- birth name (first name, family name)			
- mother's name (optional, if the name does not clearly identify the person)			
In the case of incapacitated adults , the legal representative's			
- name (first name, family name)			
- birth name (first name, family name)			
- mother's name (optional, if the name does not clearly identify the person)			



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Signature of the data subject/holder of parental responsibility/legal representative			
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Voluntary consent may be withdrawn at any time. We inform you that the withdrawal of consent shall not affect the lawfulness of processing before the withdrawal. In the erasure request, we will ask you for the same information as you used to give consent (cf. table above).

The required data will be stored for a maximum of 30 days until the withdrawal (erasure) of the voluntary consent is completed. After that time, we will no longer store the revoked personal data or the erasure request.

5. Who can get to know your personal data?

In connection with 8th Biennial Conference of the ESCLH: Back to the Past and Building the Future your personal data may be disclosed to the data controller organizational unit mentioned in point 1 of this Data Processing Information, as well as to those to whom your personal data is given over or transferred (jointly: recipients).

5.1. Giving over of data within the organization

We give the data over to the University's event organiser for legitimate interests purpose of division of labour within the organization. All organizational units of the University of Szeged are bound by data protection regulations, and with regard to their data processing, they pay special attention to the principles of purpose limitation, fairness, transparency and data minimisation.

5.2. Transfer of data outside the organization

We do not transfer data either inland or abroad.

The data about you will only be processed by persons designated by data controller as specified in point 1, for the purpose, lawful basis and the storage period specified in point 4.

Except in the following cases:

The University of Szeged transfers the data to catering company. The purpose of data transfer is the realisation of catering and lawful basis is voluntary consent.

The University of Szeged transfers the data to tender managers. The purpose of data transfer is the verification of grant's aims and lawful basis is voluntary consent.



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6. Do we resort to a data processor?

No, we do not resort to a data processor.

7. Do we collect personal data about you from another source?

No. We collect the personal data about you from you, and do not collect data from other sources.

8. Is there an automated decision-making during data processing?

No.

9. What are the legal consequences for non-disclosure?

Participation in the conference is not possible if required data is not provided.

10. What rights do you have?

You have the rights below for 8th Biennial Conference of the ESCLH: Back to the Past and Building the Future:

1. right to be informed – you have the right to ask for information on the processing of your personal data. We ensure your right to be informed by preparing and publishing this Data Processing Information.
2. right of access – you have the right to request personal information and a copy of the personal data we handle.
3. right to rectification – should you find inaccuracies in your personal data processed by us, you have the right to ask for rectification.
4. right to withdraw the voluntary consent, and the right to erasure – voluntary consent may be withdrawn at any time. We inform you that the withdrawal of consent shall not affect the lawfulness of processing before its withdrawal. If processing of data is based on your voluntary consent and there is no other lawful basis for data processing; or following the objection when the processing of data is based on the legitimate interests and there are no overriding legitimate grounds for the processing, then you can ask for the erasure of your personal data.
5. right to object – you have the right to object against data processing based on legitimate interests at any time.
6. right to restrict processing – you have the right to ask for the restriction of the processing of your personal data, e.g. after you find inaccuracies in your personal data, you can ask for restriction of processing while the data controller is checking the data, or e.g. exercise of legal claim.
7. right to data portability – in automated data processing, if data processing is based on voluntary consent or contract and you need your personal data, we will give your personal data processed to you.



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8. right to legal remedy – every data subject has the right to legal remedy in case of an infringement.

11. What remedies can you make?

11.1. You can turn to the data protection officer (DPO) of the University of Szeged:

Dr. Dóra Lajkó

Address: University of Szeged, Rector's Office, Data Protection Office

H-6720 Szeged 13 Dugonics Square, 3rd floor, room 304

Phone: +36 (62) 342-376, +36 (62) 544-000/2376

Email: dpo@szte.hu

11.2. You can lodge a complaint with the Hungarian National Authority for Data Protection and Freedom of Information:

Hungarian National Authority for Data Protection and Freedom of Information

Address: H-1055 Budapest, Falk Miksa utca 9-11.

Mailing address: H-1363 Budapest, Pf. 9.

Phone: +36 (1) 391-1400

E-mail: ugyfelszolgalat@naih.hu

11.3. You can turn to Court

Depending on the nature of the unlawful data processing you are experiencing, you may institute legal action, even against the Authority. You can find out about the possibilities, methods and forums for starting a lawsuit at the following website: <https://birosag.hu/birosagi-szervezetek>

12. Does the University of Szeged have a DPO?

Yes. The contact details of the data protection officer (DPO) of the University of Szeged can be found in point 11.1. The DPO acts as a contact point between you and the University of Szeged.