

# Privacy policy

on data management related to the construction of a contact database containing foreign academic (teaching, research) partnerships

## 1. Data controller

Full name:	Hungarian University of Agriculture and Life Sciences
Representative:	Prof. Dr. Csaba Gyuricza
Position:	rector
E-mail address:	<a href="mailto:adatvedelem@uni-mate.hu">adatvedelem@uni-mate.hu</a>
Telephone:	06-28-522-000
Home page:	<a href="http://www.uni-mate.hu">www.uni-mate.hu</a>
Address:	2100 Gödöllő, Páter Károly u. 1.
Mailing address:	2103 Gödöllő, Pf. 303.
VAT number:	19294784-2-13
Name of data protection controller:	Bence Györe
Email address:	<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) acts on the basis of the following legislation during data processing related to the construction of the database:

- 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: GDPR*)

## 3. The scope of personal data processed, the purpose, legal basis and duration of data management

The purpose of the data management is to map the foreign academic partnerships of the university lecturers, to collect a contact database based on the data for nomination to the reputation questionnaire of the Quacquarelli Symonds (QS) university ranking, thereby increasing the reputation of the University and strengthening its international recognition, which is a legitimate (scientific, professional and economic) interest.

Personal data	Purpose of data management	Legal basis of the data management	Duration of data management
Name	identification of the foreign partner and the field of expertise,	legitimate interest of the university [GDPR Article 6 (1) f)]	until the legitimate interest exists, or until the objection of the data subject is granted
Job title			
Work place			
Field of science			
E-mail address	contact		
Contact person			
Contact person's email			

## 4. Data security measures

### 4.1. Data storage

The University manages the personal data electronically. In view of the continuous development of technology, it ensures the protection of the security of data management with technical, organizational and organizational measures that provide a level of protection corresponding to the risks arising in connection with data management. The IT system and network are both protected against computer-assisted fraud, espionage, sabotage, vandalism, fire and flood, as well as against computer viruses, computer intrusions and other attacks. It ensures security with server-level and application-level protection procedures.

It also takes appropriate measures to protect the personal data against, among other things, unauthorized access, or their unauthorized change, transmission, disclosure, deletion, destruction, accidental destruction, damage, as well as their becoming inaccessible due to the used technical changes.

The University uses the cooperation of the following data processors during data management:

- For database construction and contact purposes: Milestone Consulting Kft. (headquarters: 1077 Budapest, Wesselényi u. 17.; tax number: 22946632-2-42, company registration number: 01-09-945936).
- For the purpose of handling and processing the answers provided in the questionnaire: the storage operator of the enterprise version of Microsoft 365, the Hungarian subsidiary of Microsoft Corporation, Microsoft Magyarország Ltd. (headquarters: 1031 Budapest, Graphisoft Park 3., tax number: 10836653-2-44, company registration number: 01-09-262313).

## 4.2. Data access and data transfer

We treat your personal data confidentially in accordance with the relevant legislation. Your data can only be accessed by the designated staff of the University and the data processor involved in the construction and contact of the database, to the extent necessary for the performance of their work, subject to purpose. Your personal data will not be forwarded to third parties.

## 5. Right of persons related to data management

You may use the concerned' rights related to data management at the contact details indicated in point

1. If you wish to exercise one of the following rights, please do so within the storage period, otherwise we will only be able to inform you about the deletion of the data.

### 5.1. Right of inform and access by the data subject

You may 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 may request access to the personal data managed, e.g. in the form of a copy. We will respond to your request within a month. [Article 15 GDPR].

### 5.2. Right to rectification

You may request that your personal information be corrected: amended, corrected or supplemented. We will endeavor to comply with the request without delay [Article 16 GDPR].

### 5.3. Right to erasure ('right to be forgotten')

You may request the deletion of your personal data. We will try to comply with the request without delay. (GDPR Article 17.)

### 5.4. Right to restriction of processing

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

- if you 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.

- if you object to data processing. In this case, data management will be suspended for the period of time until we investigate whether the arguments put forward in your objection override the legitimate interests of the University.

### 5.5. Right to object

You can object to data processing for reasons related to your own situation, or if the data processing takes place against your will and you dispute its legitimate reason. In this case, we will investigate within 1 month whether the arguments put forward in your objection override the legitimate interests of the University [GDPR Article 21].

## 6. Legal 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 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 at the competent court of the place of residence or at the National Data Protection and Freedom of Information Authority (hereinafter: The Authority) on the grounds of a personal data breach.

#### **Contact details of Authority:**

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

Telephone: 06-1-391-1400

Fax: 06-1-391-1410

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

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

Mailing address: 1363 Budapest, Pf.: 9.