



## **DATA PROCESSING INFORMATION**

in connection with the EUGLOH Annual Summit 2024  
between 11th and 15th June in Szeged



This Data Processing Information is a summary of those information you need to know about how we will use and safeguard your personal data under General Data Protection Regulation (GDPR) during our EUGLOH Annual Summit 2024 event.

Please note that the EUGLOH project is a close alliance of nine European universities (Université Paris-Saclay, Lund University, University of Szeged, University of Porto, Ludwig-Maximilians-Universität München, University of Alcalá, UiT The Arctic University of Norway, University of Novi Sad and Universität Hamburg), which regularly hold professional programs similar to the current one. In the spirit of cooperation, within the alliance, on the basis of legitimate interest, we will share the data of the participants to verify it and images of the event to promote the alliance with the project partner with the project partner

As an opportunity to establish and nurture international relationships, to share good practices, to expand the participants' professional network, to engage talents, and to promote research and education, the event is closely connected to the public task of the University of Szeged and of all universities within the alliance, hence most of data management is based on their public task.

However, registration and participation at the event is completely voluntary.

### **1. Who can you turn to?**

The University of Szeged is the data controller for the data processing of the EUGLOH Annual Summit 2024, but the concrete data processing is done through the following organizational unit:

#### **University of Szeged**

##### **Department of Strategy and Development**

Name of contact person: Anna Szabó

Address: H-6725 Szeged, Dugonics square 13.

Phone: +36 20 8228 905

E-mail: [szabo.anna.05@szte.hu](mailto:szabo.anna.05@szte.hu)

Webpage: <https://u-szeged.hu/sff/strategiai-fejlesztesi>

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), and



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- 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>

### 4. What data processing are we implementing?

The following data processings take place related to the EUGLOH Annual Summit 2024 between the 11<sup>th</sup> and 15<sup>th</sup> June.

1. Registration as participant to the event
2. Using the app
3. Image and video recording

#### 4.1. Registration as participant to the event

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Forename	To identify participants	On voluntary consent.	Up to 30 days after the end of the event or until the voluntary consent is withdrawn
Surname			
Title			
Date of birth			
Country			
Profile photo	Contact reasons		
Email address and Phone number			
Social links	To accommodate adequate programs		
Affiliation			
Position			
EUGLOH membership			
Short description (About me)			
Abstract (in case of speakers)	To provide sufficient services and to avoid any inconvenience		
Registration to program elements			
Subscription to Newsletter			
Attendance (sheet)			
Dietary consent			



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### 4.2. While using the app

Upon registration, all participants will be invited to download the EUGLOH Annual Summit 2024 application and to use it throughout the event. The application has been developed and will be used to facilitate the accommodation of adequate programs, to provide sufficient services and to enhance participant experience during the summit.

What kind of data?	Why do we collect it?	What is the lawful basis of processing?	How long do we store it?
Forename	To identify participants	On voluntary consent.	Up to 30 days after the end of the event or until voluntary consent is withdrawn.
Surname			
Title			
Date of birth			
Country			
Profile photo	Contact reasons		
Email address and Phone number			
Social links			
Affiliation	To accommodate adequate programs		
Position			
EUGLOH membership			
Short description (About me)			
Abstract (in case of speakers)			
Registration to program elements	To provide sufficient services and to avoid any inconvenience		
Subscription to Newsletter			
Access to the Phone's Gallery and Camera			
Location			
Attendance (sheet)			
Dietary Restriction			

### 4.3. 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.



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We inform you that the plenary session on 13<sup>th</sup> June will be streamed on the official media platforms of EUGLOH and the University of Szeged.

Please also note that the plenary session is open to the press.

## Data processing related to recording of a crowd and public performance

We inform you that we take an image and voice recording (video recording) of the program, in the form of recording of a crowd and in connection with public performance.

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 recordings (recording of a crowd or public performance) to promote the event and for marketing purposes through the online and offline channels of the University of Szeged and EUGLOH.

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.

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)			
<b>For person under the age of 16</b> , the holder of parental responsibility <ul style="list-style-type: none"> <li>- name (first name, family name)</li> <li>- birth name (first name, family name)</li> <li>- mother's name (optional, if the name does not clearly identify the person)</li> </ul> <b>In the case of incapacitated adults</b> , the legal representative's <ul style="list-style-type: none"> <li>- name (first name, family name)</li> </ul>			



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<ul style="list-style-type: none"> <li>- birth name (first name, family name)</li> <li>- mother's name (optional, if the name does not clearly identify the person)</li> </ul>			
Signature of the data subject/holder of parental responsibility/legal representative		On a legitimate interests.	The data of the witness collected on the statement share the fate of the statement, so this data will also be processed until the voluntary consent is withdrawn.
<p><b><i>If the person giving consent (data subject/ parental responsibility/legal representative) is unable to write, two witnesses are required to give consent</i></b></p> <ul style="list-style-type: none"> <li>- name (first name, family name)</li> <li>- permanent address (temporary residence)</li> <li>- signature</li> </ul>			

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).

If you wish to withdraw your consent, please contact us on the following email address: [euglohsummit2024@szte.hu](mailto:euglohsummit2024@szte.hu) at your earliest convenience.

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?

#### 5.1. Giving over of data within the organization

We give the data over to the University's EUGLOH team, to the Directorate for International and Public Relations, and to EUGLOH partner universities (see introduction) for legitimate interests and for division of labour within the organization. All organizational units of the University of Szeged and the alliance 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.



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Please note that the EUGLOH project is a close alliance of nine European Universities. The University of Szeged has been assigned to organize the event in question, hence, it is responsible for the coordination of data management.

### **5.2. Transfer of data outside the organization**

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.

Based on public task, image and video recordings might be transferred to the different social media platforms of the University of Szeged and of the EUGLOH Alliance (Facebook, Instagram, Twitter), and also to the data processor (see point 6. below).

### **6. Do we resort to a data processor?**

Yes, we resort to a data processor for the EUGLOH Annual Summit 2024 as follows.

Name and registered office of the data processor:	PC Trade Systems Kft. 1095 Budapest, Tinódi utca 1-3. földszint 6.
Duration of processing	01/03/2024 – 14/06/2024
Description of data processing operations:	app development
	technical problem detection
	trouble-shooting
	data hosting

### **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?**

If you do not consent to the data processing, you may not register for or attend the event. However, there will be no adverse legal consequence for not providing the data.

### **10. What rights do you have?**

You have the rights below for EUGLOH Annual Summit 2024:



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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. In terms of image and video recordings, the right of redification is excluded.
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 public task 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 and public task 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 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

H-6720 Szeged 13 Dugonics Square, 3rd floor, room 303

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

Email: [dpo@szte.hu](mailto: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](mailto:ugyfelszolgalat@naih.hu)

11.3. You can turn to Court



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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.