

**University of Miskolc Data processing guide**  
**regarding data processing carried out in connection with the conference entitled**  
***EVENT and its Mediation (ESEMÉNY s annak mediációja)***

The University of Miskolc processes the personal data of natural persons in accordance with the relevant legislation, in particular Regulation (EU) 2016/679 (GDPR), Act CXII of 2011 (Info Act), Act CCIV of 2011 (NHEA), and Government Decree 87/2015. (IV.9.) (on the implementation of certain provisions of NHEA). Data processing is carried out in accordance with the University's Data Protection, Data Processing and Access to Public Data Regulations (hereinafter: Data Protection Regulations) for the purpose of performing higher education educational activities as a public service. This Guide provides detailed information on data processing carried out by the University and its organisational units.

The conference is organised as part of the Science Patronage Programme, sub-programme code MEC\_SZ\_24, number: MEC-SZ-149221; entitled EVENT and its Mediation. Philosophical, Philological, Religious Studies, Literary and Cultural Theoretical Perspectives / ESEMÉNY s annak mediációja. Filozófiai, filológiai, vallástudományi, irodalom- és kultúraelméleti megközelítések.

**I. Purpose of the data processing guide**

The purpose of this data processing guide (hereinafter: "Guide") is to provide comprehensive and transparent information about the data processing activities carried out in connection with the organisation of the conference entitled Event and its Mediation. The purpose of data processing related to registration is to estimate the number of participants in advance, to organise related services and to ensure the optimal use of the venue. In order to accommodate the comfort and individual needs of participants, during registration, the University may also request information on food allergies, if necessary to ensure appropriate catering. During the event, the University will take photographs and make video recordings, which will be published on its website ([Főoldal - Event and its Mediation](#)) for the purpose of documenting the event.

**II. Contact details of the data controller and the data protection officer**

**Particulars of the data controller:**

Name of the data controller: University of Miskolc (University or data controller)

Responsible Organisational Unit: University of Miskolc, Faculty of Humanities and Social Sciences, Institute of Anthropology and Philosophy, Department of Philosophy (hereinafter: ME BTK AFTI)

Registered office and mailing address: 3515 Miskolc, Egyetemváros, Egyetem út 1.

Ministry of Education ID number: FI87515

Telephone: +36 (46) 565-111

Represented by Prof. Dr Horváth Zita, Rector

**Particulars of the data protection officer:**

Officer's name: Dr Salamon-Somlyai Dóra

Contact e-mail: [adatvedelem@uni-miskolc.hu](mailto:adatvedelem@uni-miskolc.hu)

### III. Legal basis of data processing

The legal basis for data processing in connection with registration for and participation in the conference and the performance of related administrative tasks is **Article 6(1)(e)** of GDPR, pursuant to which data processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. The conference is organised with state funding under the MEC\_24 Science Patronage Programme announced by the Ministry of Culture and Innovation, and the purpose of data processing is to fulfil the conditions of the programme, to document participation and to ensure the accounting and auditing of the project. If the participant provides sensitive data (e.g. information on food allergies or health status), the legal basis for data processing is Article 9(2)(a) of GDPR, i.e. the explicit consent of the data subject.

### IV. Data transfer

- IV1 The University does not transfer personal data to third countries or international organizations.
- IV2 The completed attendance sheets shall be transferred by the data controller to the National Research, Development and Innovation Office (hereinafter: NRDI Office) as part of the report prepared for the NRDI Office.
- IV3 Personal data provided during registration for the conference, organisation and accounting, **not including sensitive data**, may be transferred to the bodies announcing and managing the call for applications, in particular the NRDI Office and the Ministry of Culture and Innovation, within the framework of the Science Patronage call for applications with the code number MEC\_24. The purpose of data transfer is to verify complying with the application conditions, passing funding decisions, and monitoring the implementation and accounting of the project.

### V. Scope of personal data processed, source of personal data processed

- V.1. In the questionnaire to be completed during the preliminary online registration for the conference, the University processes the following personal data of natural persons:
  - a) name;
  - b) residential address;
  - c) contact detail (e-mail address);
  - d) food sensitivity information.
- V.2. In the questionnaire to be completed during the preliminary online registration for the conference, the University processes the following personal data of legal entities:
  - a) name of the legal entity;
  - b) registered office of the legal entity;
  - c) tax number of the legal entity;

V.3. During the conference, participants will fill out an attendance sheet each day, providing the following personal data to the University:

- a) participant's name;
- b) his educational institution;
- c) country of origin;
- d) PhD student (yes/no).

#### **VI. Place of data processing**

The e-mail addresses provided for the purpose of distributing the conference announcement will be processed by the internal electronic system of ME BTK AFTI. The personal data provided in the questionnaire to be completed during the preliminary online registration for the conference will be stored at the Department of Philosophy of ME BTK AFTI.

#### **VII. Persons authorised to access the data**

The personal data provided in the questionnaire to be completed during the preliminary online registration for the conference, including sensitive data, may be accessed by the staff of the Financial Directorate, the event organiser and the employees of ME BTK AFTI Philosophy Department involved in the event.

The personal data provided on the attendance sheet to be completed during the conference may be accessed by employees of the Department of Philosophy of ME BTK AFTI who are involved in the organisation of the event and are also members of the organising committee.

#### **VIII. Use of data processors**

The data controller does not use data processors for the organisation and running of the conference.

#### **IX. Period of data retention and erasure**

Personal data generated during the project implemented under the call for proposals and personal data that come to the knowledge of the data controller during the submission and evaluation of the call for proposals shall be processed by the data controller in accordance with the relevant legal provisions, in particular the Info Act and GDPR. The data controller shall retain documents related to the funding, in particular the application materials, documents related to the grant decision, and professional and financial reports generated during the implementation of the project, for a period of **10 years** from the date of acceptance of the final report of the project by the NRD Office. During this period, the data controller shall ensure the secure storage of the data and the enforcement of the rights of the data subjects.

Photographs and video recordings made during the conference shall be published on the official website of the conference for the purpose of documenting and promoting the event, where they

shall remain publicly available for at least one year from the closing date of the conference, in accordance with the requirements of the call for proposals.

## **X. Rights of data subjects and their enforcement**

During data processing, the University unconditionally guarantees data subjects the enforcement of their following rights:

- a) **Right to transparent information** [Articles 12–14 of GDPR]: the data subject has the right to be informed, prior to the commencement of data processing, about the processing of his personal data and all related information. By publishing this Guide electronically, the data controller ensures that the data subject can access it at any time, as it is permanently available on the [Főoldal - Event and its Mediation](#) website.
- b) **Right of access to personal data** [Article 15 of GDPR]: the data subject may request information about the processing of his personal data in writing, including by electronic means, and may consult it. At the request of the data subject, the data controller shall provide information at any time about the data it processes on the data subject, the source of the data, the purpose of the processing, its legal basis and duration, the circumstances of any potential data protection incidents, their effects and the measures taken to prevent them, and, in the event of the transfer of the data subject's personal data, the legal basis and recipient of the transfer. The data controller facilitates the exercise of this right by publishing the document entitled “Request for information on the processing of personal data” on the University's website under the menu item “Public data/Data processing/Documents related to data processing” (University of Miskolc | Data processing - University of Miskolc). This enables the data subject to submit a request with the appropriate content when exercising his rights. The data controller shall accept all requests which clearly indicate that the data subject is requesting the enforcement of one of his rights and which allow that the data can be identified beyond doubt. Such requests may also be submitted electronically by the data subject to the data protection officer indicated in Clause II of this Guide.
- c) **Right to rectification of personal data** [Article 16 of GDPR]: the data subject may request the rectification, modification or supplementation of their personal data without undue delay if it contains inaccurate data.
- d) **Right to the erasure of personal data** [Article 17 of GDPR]: the data subject shall have the right to obtain from the data controller the erasure of personal data concerning him without undue delay, except in cases of mandatory data processing, where one of the conditions set out in Article 17(1) of GDPR is met. Where personal data are erased, the data controller shall take reasonable steps, including technical measures, to inform the any further data controllers or data processors, taking into account the available technology and the implementation costs. The data controller shall have the right to restrict the right to erasure and to refuse to erase data if one of the conditions set out in Article 17(3) of GDPR is met. Such cases include where the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed; where the data subject objects to the processing pursuant to Article 21(1) of

GDPR and there are no overriding legitimate grounds for the processing; where the data subject objects to the processing pursuant to Article 21(2) of GDPR; where the personal data have been unlawfully processed; or if the data must be erased to comply with a legal obligation under Union or Member State law.

- e) **Right to restriction of processing** [Article 18 of GDPR]: the data subject may request the restriction of the processing of his personal data if:
- ea) the accuracy of the personal data is contested by the data subject; in this case, the restriction shall apply for a period enabling the data controller to verify the accuracy of the personal data;
  - eb) the processing is unlawful and the data subject opposes the erasure of the data and requests the restriction of their use instead;
  - ec) the data controller no longer needs the personal data for the purposes of processing, but they are required by the data subject for the submission, enforcement or defence of legal claims;
  - ed) the data subject has objected to the processing; in this case, the restriction applies for a period until it is determined whether the legitimate grounds of the data controller override those of the data subject.

Where the processing of personal data has been restricted, such personal data shall, with the exception of storage, only be processed in the following cases: with the consent of the data subject; for the submission, enforcement or defence of legal claims; for the protection of the rights of another natural person or legal entity; for reasons of important public interest of the European Union or of a Member State.

- f) **Right to object** [Article 21 of GDPR]: The data subject shall have the right to object, on grounds relating to his or her particular situation, to the processing of personal data concerning him. In this case, the data controller shall no longer process the personal data unless the data controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, enforcement or defence of legal claims.
- g) **Right to lodge a complaint with a supervisory authority, right to a judicial remedy and right to lodge a complaint** [GDPR Article 77]: If any data subject has comments in connection with the University's data processing or feels that their personal data is being processed unlawfully, they should first contact our data protection officer. In the event of a legal violation, they may turn to the courts. The data subject may also bring the case before the competent court of his choice, depending on his place of residence or domicile. In addition, he may lodge a complaint with the National Authority for Data Protection and Freedom of Information (registered office: 1055 Budapest, Falk Miksa utca 9-11., mailing address: 1363 Budapest, Pf. 9.; tel.: 06-1-391-1400, website URL: <http://naih.hu>; email address: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu)).


Requests for the enforcement of the rights of the data subject shall be submitted to the data controller's postal address or to the email address [adatvedelem@uni-miskolc.hu](mailto:adatvedelem@uni-miskolc.hu). The data controller shall provide information in writing as soon as possible, but within 25 days at the latest (within 15 days in the event of an objection).

## **XI. Miscellaneous provisions**

This Guide shall be interpreted in conformity with the Data Protection, Data Management and Public Access to Data and Disclosure Regulation in force at any given time.

All employees acting under the control of the University of Miskolc as data controller are bound by confidentiality obligations with regard to personal data that come to their knowledge in the course of their employment. Persons acting in this capacity may only act in accordance with the instructions of the University when processing data, unless they are required to deviate from these instructions by EU or Member State law.

Miskolc, 2025.06.05

  
Sgd. Prof. Dr. Horváth Zita  
Rector

