

Tourism and Cultural Landscapes 2016

Information on Data Management

1. DATA MANAGEMENT PRINCIPLES

Present information is prepared on the basis of Act CXII of 2011 on the Informational Self-determination and the Freedom of Information (hereinafter: Info Act) as well as on that of Act XLVIII of 2008 on the Basic Requirements and Certain Restrictions of Economic Advertising Activities (hereinafter: EAA Act).

The main purpose of present document is that The Foundation for Information Society (hereinafter: Foundation) ensures those who are concerned that in the course of organizing and implementing the professional conference „Tourism and Cultural Landscapes 2016: Towards A Sustainable Approach“, the enforcement of Informational Self-determination connected to the protection of personal data is managed with special care and rules on sending commercial aimed shipments (direct marketing) are met.

In the course of data processing, the Foundation observes the prevailing regulations on data security and data protection, in order to prevent personal data provided from unauthorized utilization.

On the basis of the above mentioned, FOUNDATION as data controller ensures the security of data processed and makes technical and organizational steps that are necessary for enforcing the relevant Acts and other regulations regarding data protection and legacy.

In compliance with Chapter 4 of Info Act, the Foundation processes data provided exclusively in the purpose defined and in the interest of exercising rights and fulfilling its obligations. The practice of data processing in each section of the process corresponds to the principles of lawfulness, assignments, integrity and necessity as well as of data minimization.

The Foundation reserves the right to modify the content of present information any time – corresponding to the governing legal regulations. Questions related to data processing and the content of this information can be sent to the following e-mail address:

bassa.lia@infota.org or through the communication form provided on the following website:
<http://tcl.infota.org/contact-us.html>.

2. PRIVACY POLICY

2.1. The aim of data processing, its legal background

The purpose of data processing by the Foundation is the organization of the professional event „Tourism and Cultural Landscapes: Towards A Sustainable Approach” in the course of which the Foundation performs data processing regulated by the Info Act and EAA Act.

The Foundation processes personal data provided by applicants when implementing online registration on the website of the conference. The Foundation performs data processing activity on the basis of the voluntary consent of those concerned in compliance with paragraph (1) a), chapter 5 of Info Act.

According to paragraph (5), chapter 6 of Info Act, if personal data are recorded with the voluntary consent of the person concerned, in the lack of differing regulations in the relevant Acts – in the purpose of fulfilling relevant legal obligations, in the purpose of enforcing the controller’s or a third party’s lawful rights, if the enforcement of such right is in proportion with restraining law in connection with the protection of personal data – the controller is entitled to process recorded data in the absence of the concerned person’s further approval or following the withdrawal of the concerned person’s approval.

2.2 Information on the circle of data processed

<u>Types of personal data processed</u>	<u>Legal basis of the data processing</u>	<u>The aim of the data processing</u>	<u>The time frame of the data processing</u>	<u>Method of data storage</u>	<u>Circle of concerned persons</u>
Name, telephone number, e-mail address, academic degree, organization, position, occupation of the participant	voluntary consent	Organizing TCL2016 conference	31/08/2016	electronic/paper based	Applicants to Tourism and Cultural Landscapes conference
Invoicing name, address, tax number	voluntary consent	Organizing TCL2016 conference	eight years on the basis of paragraph (2), chapter 169 of the Accounting Act C of 2000	electronic/paper based	Applicants to Tourism and Cultural Landscapes conference
System confirmations on successful or unsuccessful online payment transactions	voluntary consent	Organizing TCL2016 conference	eight years on the basis of paragraph (2), chapter 169 of the Accounting Act C of 2000	electronic/paper based	Applicants to Tourism and Cultural Landscapes conference

In the course of registering for the conference (by selecting the relevant checkbox), the persons concerned voluntarily consent to receive an e-mail confirmations on the data registered, the settlement of the registration fees, information on the participation in the conference as well as on the acceptance of the content of present Data Processing Information and on the approval to process the data provided for the registration.

Besides data voluntarily provided in the course of the registration to the event, the Foundation shall not store any information related to any applicant/user (e.g. IP address, data concerning location, web usage, etc.) either in cookie or in any other way.

2.3 The Data Controller's responsibilities

The Foundation shall protect personal data provided from unauthorized persons, prevent them from any unauthorized availability, modification, publicity, accidental destroy or damage.

The Foundation shall not process special personal data.

On the request of the person concerned, the Foundation shall provide information on data processed, as well as on data, data sources, aim of data processing and on its legal justification, time frames, the name and address (seat) of the data processing personas well as on all his/her data processing related activities including the fact who and for what purpose can obtain the data. The Foundation provides persons concerned with written information within 30 (thirty) calendar days from the day submitting the application. Request for providing information can only be denied, if the denial is permitted by any legal regulation.

The Foundation ensures and continuously supervises the access to both electronically or paper based stores of database so that it is restricted exclusively to colleagues who are entrusted with and entitled to execute such tasks.

2.4 The concerned person's rights

In the course of the registration to the conference, the concerned person submitting data are entitled to the following rights in connection with data processing:

- may ask information on the circle of personal data processed, on the aim of the data processing and on its sources as well as on any other significant circumstances of the data processing that are determined in Act CXII of 2011 on the Informational Self-determination and the Freedom of Information;
- may request the adjustment, cancellation or lock – with the exception of the compulsory data processing - of their personal data;
- may protest against data processing, if the data processing provides advantages exclusively to the data controller or the procession/transmission of the personal data is aiming at direct marketing, polling or scientific research purposes.

2.5 Relevant legal regulations

The Foundation as controller undertakes the obligation to pursue the data processing activity in compliance with the prevailing relevant legal regulations. In the time of issuing present document these are the following:

- Act CXII of 2011 on the Informational Self-determination and the Freedom of Information;
- Act XLVIII of 2008 on the Basic Requirements and Certain Restrictions of Economic Advertising Activities;
- Act CVIII of 2001 on certain issues of electronic commerce activities and information society services.

2.6. Data security

The Foundation makes every necessary steps in order to ensure the safe and damage free data processing as well as the installation and operation of the necessary data processing systems. The Foundation prevents unauthorized persons from the access to the data processed, as well as from unveiling, publishing, transmitting, modifying and cancelling them.

The content of data is accessible exclusively for the controller's employees, the Service Provider and Organizer shall not forward them to any unauthorized third party. Data are stored on a Hungary based server.

3. CONTROLLER'S DATA AND AVAILABILITY

- **The Foundation for Information Society (processing personal data)**
- Data processing ID (in connection with organizing the Conference "Tourism and Cultural Landscapes 2016: Towards A Sustainable Approach"): NAIH-94939/2016.
- Seat: 1, Szkalka köz, 3937 Komlóska
- Site: floor 2, 64, Sopron út, 1116 Budapest
- Postal address: 1507 Budapest, POB. 213
- Tax number: 18093786-2-05, HU18093786
- Registry number: 7399
- E-mail: info@infota.org
- Telephone number: +361 279 1510
- Website: <http://www.infota.org>

4. DATA PROCESSORS' DATA AND AVAILABILITY

In connection to the payment of the registration fee of the Conference, the Foundation entrusts subcontractors for providing data processing services (for the receipt of online payments).

The Data processors are responsible for processing, transmitting and disclosing personal data within the scope of their activity and the frames determined by the Foundation. In the course of performing its activity, the data processor must not employ any other data processor exclusively with the permission of the Foundation. The Data processor is not entitled to make any decisions concerning data processing and is to process personal data provided exclusively on the basis of the Foundation's provisions. The Data processors do not perform any data processing activity for their own purposes whereas their accessibility to and rights for storing or saving of personal data are exclusively regulated by the Foundation.

Budapest Metropolitan University (venue, co-organizer)

- Seat: 1-9, Nagy Lajos király útja, 1148-Budapest
- OM ID number: FI33842
- Tax number: 18172636-2-42
- E-mail: mail@metropolitan.hu
- Website: <http://www.metropolitan.hu/>

BIG FISH Internet-technológiai Kft. (technological integrator)

- Seat: 1-2, Nyugati tér, 1066-Budapest
- Company registry number: 01-09-872150
- Tax number: 13767213-2-42
- E-mail: paymentgateway@bigfish.hu
- Website: <http://www.bigfish.hu/>

Wirecard Central Eastern Europe GmbH (payment services)

- Seat: Primoschgasse 3, 9020 Klagenfurt, Austria
- Company registry number: FN 195599 x
- EU tax number: ATU49710807
- Act number on Data Protection in Austria: 2112322
- E-Mail: office.at@wirecard.com
- website: <http://www.wirecard.at>

Hungarian Subsidiary of SIX Payment Services (Europe) S.A. (receiving bank)

- Seat: Building "C", 1st floor, 91-93, Budafoki út, 1117 Budapest
- Company registry number: 01-17-000672
- Tax number: 23106554-2-43
- E-mail: info.hu@six-payment-services.com
- Website: www.six-payment-services.com

5. REMEDIES

In case any concerned persons expresses their opinion that the data controller or data processor acting on the controller's behalf breached or jeopardized to breach any regulations due to negligence or in the course of the data processing activity, an investigation can be initialized at the Hungarian National Authority for Data Protection and Freedom of Information. The investigation is free of charge.

Complaints can be reported to and appeal procedures can be initialized at the National Authority for Data Protection and Freedom of Information:

- National Authority for Data Protection and Freedom of Information
- Seat: 22/C, Szilágyi Erzsébet fasor, 1125 Budapest,
- Telephone: +36 (1) 391-1400
- Fax: +36 (1) 391-1410
- E-mail: ugyfelszolgalat@naih.hu
- Website: <http://naih.hu/>

The concerned person can appeal to the court in case any of his rights are breached. Detailed regulations on further rights and court procedures can be found in chapters 14-19 and chapters 21-22 of the Info Act.