

## PRIVACY POLICY BY BME

### Background

BME sends you this letter to inform you that BME has access to the personal data you have provided in the conference management system, named ConfTool.

According to Articles 13 and 14 in the Data Protection Regulation<sup>1</sup> BME shall provide you with a variety of information when BME receives data about you from you.

In the below document, you can find the information that BME shall provide you with, namely:

1. How to contact BME which is the data controller
2. Contact details of BME's data protection officer
3. The purposes and the legal ground for BME's processing of your personal data
4. The categories of personal data that BME processes about you
5. The recipients or categories of recipients to whom BME transfers your personal data
6. The period for which BME will store your personal data
7. Your rights as a data subject
8. How you, as a data subject, can lodge a claim with NAIH (Hungarian supervisory authority)

Below you will find more details with respect to the information to be provided to you by BME.

If you have any questions, please feel free to contact BME. The contact details can be found on the next page.

### Information about BME's processing of your personal data etc.

#### 1. How do you contact BME which is the data controller?

As data controller, BME is responsible for the processing of the personal data received by BME about you. You find the relevant contact details here:

Ms. Adrienn Füzesi  
director for international relations  
Directorate for International Relations  
Budapest University of Technology and Economics  
Mailing address: H-1111 Budapest, Muegyetem rkp. 7-9.  
Tel.: +36-1-463-2073, E-mail: fuzesi.adrien@mail.bme.hu  
Web: [www.bme.hu/en](http://www.bme.hu/en)

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<sup>1</sup> Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 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. It appears from Article 14(1) that the data controller shall provide the data subject with a variety of information where personal data have not been obtained from the data subject.

## 2. Contact details of BME's data protection officer

If you have any questions regarding BME's processing of your personal data, please do not hesitate to contact BME's data protection officer in one of the following ways:

- By e-mail: Legal advisor **Agnes Frank**
- By telephone: **+36 1 463 3320**
- By letter: **adatvedelem@mail.bme.hu**
- By seat: H-1111 Budapest, Műgyetem rkp. 7-9. R 2/206.

## 3. The purposes and the legal ground for BME's processing of your personal data

BME processes your personal data with the following purpose(s):

We collect your data in order to plan and execute the practical and scientific part of the conference, including communicating with all the participants, planning of the programme, publishing the Book of Abstracts and the Conference Proceedings.

The legal ground for collecting and processing your data is based on the consent given upon registration for the conference.

## 4. The categories of personal data that BME processes about you

BME processes the following categories of personal data about you:

Name, surname and email are used for contacting you in connection to the event. Your name, surname and email are also necessary for granting you the access to the conference App.

Your affiliation (university where you work) is connected to your written contribution and it is an essential part of your published work.

Your affiliation is also used for statistical purposes and it may be shared with sponsors of the event.

## 5. The recipients or categories of recipients to whom BME transfers your personal data

We may transfer the data to SEFI society, who may store them for statistical and administrative purposes and use them in accordance to their privacy policy, available at: <https://www.sefi.be/privacy-notice-for-sefi-members/>

BME imports the data from participants, moderators and authors to the conference App chosen for this event (Conference4me). Conference4me handles the data according to their privacy policy, available at: <https://conference4me.psnc.pl/privacy-policy/>

Selected sponsors of the event receive the list of participants, if you have given your consent upon registration.

## 6. For which period will BME store your personal data?

Either at the day after the end of the Event or when you ask us to delete your data.

## 7. Which rights do you have as a data subject?

According to the Data Protection Regulation, you have a number of rights with respect to BME's processing of your personal data. If you want to make use of your rights, you must contact BME.

**7.1 Right to see the data (right of access)**

In certain cases, you shall have right of access to the data that BME processes about you, as well as a variety of other information.

**7.2 Right to rectification (correction)**

In certain cases, you shall have the right to rectification of incorrect information about you.

**7.3 Right to be forgotten**

In certain cases, you shall have the right to be forgotten before the date set for BME's general deletion of your personal data.

**7.4 Right to restriction of processing**

In certain cases, you shall have the right to restriction of the processing of your personal data. If you have the right to restriction of the processing, BME shall, in future, only process the personal data (with the exception of storage), with your consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest.

**7.5 Right to object**

In certain cases, you shall have the right to object to BME's otherwise legal processing of your personal data.

**7.6 Right to transmit data (dataportability)**

In certain cases, you shall have the right to receive your personal data in a structured, commonly used and machine-readable format and have the right to transmit those data to another data controller without hindrance.

**7.7 Right to withdraw your consent**

You may withdraw your consent at any time by sending an email to [linda.citterio@mail.bme.hu](mailto:linda.citterio@mail.bme.hu) In case of withdrawal of your registration consent, the University will no longer register your participation in the Event, and you will not be able to attend the Event.

**8. How can you as a data subject lodge a claim with NAIH (Hungarian supervisory authority)?**

You can lodge a claim with NAIH (Hungarian supervisory authority), if you are not satisfied with the way in which BME processes your personal data. You can find the contact details of NAIH (Hungarian supervisory authority) ([www.naih.hu](http://www.naih.hu)). If you considers that your rights under GDPR are infringed you have the right to an effective judicial remedy.