

Information on Data Processing

For participants of the „Gerontological Days 2024” Conference

The Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta organise an International Scientific Conference on 10-11rd October 2024. The event is an accredited training in the field of social work and a professional conference, too.

The Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta pay special attention to the protection of personal data and is always careful to ensure fair and transparent data management, the basic requirement of which is to provide appropriate information on data management.

The Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta provide the following information in accordance with the legal provisions governing the protection of personal data, in particular the GDPR, in connection with the organization and conduct of the conference:

Name and contact details of the Data Manager

Data Processor	Faculty of Health Sciences of the University of Debrecen Department of Gerontology and Dementia Studies Faculty for Social Wellbeing University of Malta
Representative of the Data Processor	Dr. habil Marianna Mór�, dean Dr. Christian Borg Xuereb, haed of the Department
Adress	4400 Ny�regyh�za, S�st�i Str. 2-4.
E-mail address	bene.agnes@etk.unideb.hu
Phone number	06-30-2330354

Legislation on Data Processing

The following legal provisions apply to the processing of data by the Faculty of Health Sciences of the University of Debrecen:

- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th 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 Regulation (EC) No 95/46/EC (hereinafter "GDPR"),
- Act CXII of 2011 on the Right to Informational Self-Determination and Freedom of Information (hereinafter: Info tv.)
- Act LXXVII of 2013 on Adult Education (hereinafter: Fktv.)
- 11/2020 (II.7.) Government Decree on the implementation of the Adult Education Act
- SzCsM Decree 9/2000 (VIII. 4.) on the further training of persons providing personal care and on the social professional examination
- 2000.C. Act on Accounting

1. Data processing related to registration for the conference on www.konferencia.unideb.hu

- 1.1. **Purpose of the data processing:** Registration for the conference.
- 1.2. **Scope of data processed:** title, name, name of the institute or organisation, e-mail address, phone number, personal or online presence, lunch request, request for a certificate of scoring
- 1.3. **Legal basis for processing:** consent [Article 6(1)(a) of the GDPR].
- 1.4. **Duration of processing:** until consent is withdrawn, but no later than the end of the conference.

2. Processing of the application form sent by the scoring participants (only participants on Hungarian Day 12. October)

- 2.1. **Purpose of the data processing:** Requesting additional information from scoring participants in order to issue an Adult Learning contract and to contact them further.
- 2.2. **Scope of data processed:** name (same as on ID card), name at birth, mother's name, place and date of birth, tax identification number, nationality, address, address for service, highest educational level, e-mail address (actually used), phone number, job title, work address, phone number, work e-mail address, job title held, business registration number, signatures
- 2.3. **Legal basis for processing:** performance of a contract [Article 6(1)(b) GDPR].
- 2.4. **Duration of processing:** Until the last day of the eighth year following the conclusion of the adult education contract.
- 2.5. **Data transmission:** In the adult education data reporting system to the adult education state administration body (Pest County Government Office) pursuant to Section 15 of the Adult Education Act.

3. Data processing in connection with the invoice form for the issue of an invoice for the conference participation fee (only participants on Hungarian Day 12. October)

- 3.1. **Purpose of the data processing:** Issuing an invoice based on the invoice request form.
- 3.2. **Scope of data processed:** applicant's name, contact details (e-mail/phone), address, tax identification number, name, address, bank account number, tax number/tax identification number of the person/entity/company providing the funding, designation within the public budget, signature
- 3.3. **Legal basis for processing:** fulfil a legal obligation [Article 6(1)(c) GDPR].
- 3.4. **Duration of processing:** The data required to issue the invoice for the conference participation fee and the invoice vouchers shall be kept/stored for 8 years in accordance with the provisions of the Accounting Act.

4. Data processing related to the invoicing of the conference registration fee (only participants on Hungarian Day 12. October)

- 4.1. **Purpose of the data processing:** Invoicing of the conference participation fee.

4.2. **Scope of data processed:** billing name, billing address, postal address, tax number/tax identification number

4.3. **Legal basis for processing:** fulfil a legal obligation [Article 6(1)(c) GDPR].

4.4. **Duration of processing:** The data required to issue the invoice for the conference participation fee and the invoice vouchers shall be kept/stored for 8 years in accordance with the provisions of the Accounting Act.

5. Data processing related to the payment of the conference registration fee by bank transfer (only participants on Hungarian Day 12. October)

5.1. **Purpose of the data processing:** Data processing related to the payment of the conference registration fee by bank transfer

5.2. **Scope of data processed:** the depositor's name, the depositor's billing address, the depositor's mailing address, the depositor's tax number, the depositor's account number, the amount of the transfer, the time of the transfer, the details of the payment receipt

5.3 **Legal basis for processing:** fulfil a legal obligation [Article 6(1)(c) GDPR].

5.4. **Duration of processing:** The data required to issue the invoice for the conference participation fee and the invoice vouchers shall be kept/stored for 8 years in accordance with the provisions of the Accounting Act.

6. Processing of data related to the issue of a certificate of attendance at a technical meeting (only participants on Hungarian Day 12. October)

6.1. **Purpose of the data processing:** Processing of data related to the issue of a certificate of attendance at a technical conference.

6.2. **Scope of data processed:** name, maiden name, surname and forename, place and date of birth, mother's name, registration number, form of training, training authorisation number, training address, training organiser, training point value, training date, training location, attendance and completion

6.3. **Legal basis for processing:** fulfil a legal obligation [Article 6(1)(c) GDPR].

6.4. **Duration of processing:** Until the last day of the eighth year following the conclusion of the adult education contract.

7. Processing of submitted abstracts

7.1. **Purpose of the data processing:** Submit and upload your presentation/poster registration and abstract using the interface provided on the website. Submitted abstracts will be evaluated by the referee and, if accepted, will be published in the Conference Special Issue of the Hungarian Gerontology scientific journal. The journal's website: <https://ojs.lib.unideb.hu/gerontologia/issue/archive>

7.2. **Scope of data processed:** the fact that a session was held, the fact that a poster was submitted, whether a printed or virtual poster was submitted, the method of delivery (in person or online), the name of the abstract author, e-mail address, telephone number, abstract address, the documentation of the presentation, the fact that an additional abstract was uploaded.

7.3. **Legal basis for processing:** consent [Article 6(1)(a) GDPR].

7.4. **Duration of processing:** Until consent is withdrawn.

8. Taking photos/videos of mass events, editing them for publication, publishing them on the website, social and video sharing sites, using them in PR materials

8.1. **Purpose of the data processing:** The documentation of the Conference as an event related to the operation of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta and the life of the Universities, together with the publication of written press releases for the purpose of accurate and authentic information on the websites www.unideb.hu, and www.um.edu.mt on the official social media pages of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta (Facebook, Instagram), and on the YouTube channels of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta.

8.2. **Scope of data processed:** photo and video recording

8.3. **Legal basis for processing:** legitimate interest [Article 6(1)(f) GDPR]

8.4. **Duration of processing:** After the recordings have been used, they are archived.

8.5. **Data transmission:** To the DE M.Tóth Ildikó Press Centre, which will forward it to the press organs that initiated the receipt of the press release, indicating the source.

9. Taking individual photos/videos, editing them for publication, publishing them on the website and on social and video sharing sites

9.1. **Purpose of the data processing:** The documentation of the Conference as an event related to the operation of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta, and the life of the Universities, together with the publication of written press releases for the purpose of accurate and authentic information on the websites www.unideb.hu, and www.um.edu.mt on the official social media pages of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta (Facebook, Instagram), and on the YouTube channels of the Faculty of Health Sciences of the University of Debrecen and the Faculty for Social Wellbeing University of Malta,.

9.2. **Scope of data processed:** photo and video recording

9.3. **Legal basis for processing:** consent [Article 6(1)(a) GDPR]

9.4. **Duration of processing:** After the recordings have been used, they are archived.

9.5. **Data transmission:** To the DE M.Tóth Ildikó Press Centre, which will forward it to the press organs that initiated the receipt of the press release, indicating the source.

10. Recording of attendance at the conference

10.1. **Purpose of the data processing:** Documentation of the participation of a registered applicant at the Conference for accredited scoring.

10.2. **Scope of data processed:** name, signature

10.3 **Legal basis for processing:** fulfil a legal obligation [Article 6(1)(c) GDPR]

10.4. **Duration of processing:** Until the last day of the eighth year following the conclusion of the adult education contract.

11. Providing a collar for conference attendees

11.1. **Purpose of the data processing:** Identification of the Conference participants.

11.2. **Scope of data processed:** name, organisation

11.3. **Legal basis for processing:** processing is necessary for the performance of a task carried out in the public interest [Article 6(1)(e) GDPR]

11.4. **Duration of processing:** Until the end of conference.

12. Camera monitoring at the conference venue

There is a camera monitoring system at the entrances of the Faculty of Health Sciences of the University of Debrecen, information about which is available: <https://kancellaria.unideb.hu/kancellari-kozlemenyek-utasitasok>

Access to data

Participants' personal data may only be accessed by the staff responsible for the organisation of the conference, who are bound by confidentiality obligations.

The data will be handled by Dr. Ágnes Bene, Conference Secretary, and Mónika Kótisné Plajner, Accreditation Coordinator.

The data related to payment is also accessible to Ms Zsoltné Varga, the Conference's acting expert.

The information is also available on paper in the accreditation training files, which are stored in the office of Mónika Kótisné Plajner (DE ETK Nyíregyháza, Sóstói Str. 2-4. Building 310.)

Data security measures

The **Faculty of Health Sciences of the University of Debrecen** undertakes to ensure the security of the data, to take technical measures to ensure that the data collected, stored and processed are protected, and to take all necessary measures to prevent their destruction, unauthorized use and unauthorized alteration. It also undertakes to require any third party to whom it may transfer or disclose the data to comply with its obligations in this respect. Electronic storage shall take place on password-protected computers in the offices of the persons authorised to have access.

Rights concerned and rules on the use of rights

The right to be informed

In accordance with Article 15(1) of the GDPR, the data subject may request information about the personal data processed by the **University of Debrecen Faculty of Health Sciences**.

Right to request a copy

Pursuant to Article 15(3)-(4) of the GDPR, the data subject may request a copy of the personal data processed by the **University of Debrecen Faculty of Health Sciences**.

Right to rectification

On the basis of Article 16 of the GDPR, we will amend or clarify your personal data in accordance with your request.

Right to restriction

The data subject may request the restriction of processing in the following cases:

- if the accuracy of the personal data is contested, we restrict the processing until the **University of Debrecen Faculty of Health Sciences** verifies the accuracy of the personal data; - the processing is unlawful and the data subject opposes the erasure of the data and instead requests the restriction of their use; - the **Faculty of Health Sciences of the University of Debrecen** no longer needs the personal data, but the data subject requests the processing for the establishment, exercise or defence of legal claims; or - if the data subject exercises his or her right to object, we restrict the processing for the period necessary to assess the lawfulness of the request.

The right to protest

The data subject shall have the right to object at any time, on grounds relating to his or her particular situation, to the processing of his or her personal data on the basis of Article 6(1)(e), (f). In such a case, the **Faculty of Health Sciences of the University of Debrecen** may no longer process the personal data, unless the Faculty of Health Sciences of the University of Debrecen demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject, or for the establishment, exercise or defence of legal claims.

Enforcement opportunities

If the data subject considers that the data processing of the **University of Debrecen Faculty of Health Sciences** does not comply with the legal requirements, he or she may initiate proceedings before the National Authority for Data Protection and Freedom of Information (Postal address: 1363 Budapest, Pf.: 9., e-mail address: ugyfelszolgalat@naih.hu) or may take legal action.

Debrecen, April 4th, 2024