

Privacy Policy

For applicants of the "International Conference on the Structure of Hungarian 17"

General Information

The Institute of English and American Studies of the Faculty of Humanities at the University of Debrecen organizes the conference entitled "International Conference on the Structure of Hungarian 17" on June 12–13, 2025 (henceforth_ Conference).

The Institute of English and American Studies, Faculty of Humanities, University of Debrecen pays particular attention to the protection of personal data and is at all times careful to ensure fair and transparent processing, which requires the provision of appropriate information on the processing of data.

The Institute of English and American Studies, Faculty of Humanities, University of Debrecen in accordance with the legal provisions governing the protection of personal data, in particular the GDPR, provides the following information in connection with the organization of the Conference:

Name and Contact Details of the Data Controller

Data Controller	University of Debrecen, Faculty of Humanities, Institute of English and American Studies
Representative of Data Controller	Dr. György Rákosi, associate professor
Registered seat	H- 4032 Debrecen, Egyetem tér 1.
Email	rakosi.gyorgy@arts.unideb.hu
Phone number	+ 36 52 512 900 / 22192

Legislation on Data Management

The following legal provisions apply to the processing of data by the Data Controller:

- 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 (hereinafter: GDPR)
- Act CXII of 2011 on the Right of Informational Self-Determination and Freedom of Information (hereinafter: Info Act)

Data Processing Activities of the Data Controller

1. Data processing in connection with registration for the Conference

1.1. Purpose of data processing: those wishing to participate may register through the Google Form published on the www.konferencia.unideb.hu website.

1.2. Scope of data processed: name, email address, affiliation, special dietary requirements.

1.3. Legal basis for processing: consent to [Article 6(1)(a); Article 9(2)(a) of GDPR].

1.4. Duration of processing: until consent is withdrawn, but no later than the end of the Conference.

2. Data Processing Related to Bank Transfer of the Participation Fee

2.1. Purpose of data processing: Payment of the participation fee by bank transfer to the HUN-REN Hungarian Research Network

2.2. Scope of data processed: name of the payer, billing address, mailing address, tax number, bank account number, amount and date of transfer

2.3. Legal basis for processing: fulfillment of a legal obligation [GDPR Article 6(1)(c)]

2.4. Duration of processing: data and invoices are retained for 8 years in accordance with accounting legislation

3. Data Processing Related to Issuing Invoices

3.1. Purpose of data processing: Issuing invoices for the Conference participation fee. Invoices are issued by the HUN-REN Hungarian Research Network, and payments are made to them.

3.2. Scope of data processed: billing name, billing address, mailing address, tax number / personal identification number

3.3. Legal basis for processing: fulfillment of a legal obligation [GDPR Article 6(1)(c)]

3.4. Duration of processing: data and invoices are retained for 8 years in accordance with accounting legislation

3.5. Data transfer: Necessary invoicing data will be transferred to the HUN-REN Hungarian Research Network by the Data Controller

4. Data Processing Related to Certificates of Participation

- 4.1. Purpose of data processing:** Certifying attendance at the Conference
- 4.2. Scope of data processed:** name, title of presentation, name and date of the Conference
- 4.3. Legal basis for processing:** task carried out in the public interest [GDPR Article 6(1)(e)]
- 4.4. Duration of processing:** until the certificate is issued

5. Data Processing Related to Abstract Submission

- 5.1. Purpose of data processing:** Submission of abstracts via the openreview.net platform. Local organizers and program committee members will have access to all abstracts and reviews.
- 5.2. Scope of data processed:** author's name, email address, title of the abstract, documentation of the presentation, affiliation
- 5.3. Legal basis for processing:** task carried out in the public interest [GDPR Article 6(1)(e)]
- 5.4. Duration of processing:** until the publication of the proceedings, at the latest until archiving.

6. Publication of Conference Proceedings

- 6.1. Purpose of data processing:** Preparing a volume of studies based on the Conference presentations
- 6.2. Scope of data processed:** name, title of presentation, affiliation, content of the presentation
- 6.3. Legal basis for processing:** task carried out in the public interest [GDPR Article 6(1)(e)]
- 6.4. Duration of processing:** until the publication of the proceedings, at the latest until archiving

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

- 7.1. Purpose of data processing:** to document the Conference as an event related to the operation of the Data Controller and the life of the university, to publish it together with written press releases created to provide accurate and credible information on the website

of the Conference. Participants can notify organizers on-site if they do not wish to appear in any recordings.

7.2. Scope of data processed: photographs and video recordings

7.3. Legal basis for processing: legitimate interest according to [GDPR Article 6(1)(f)]

7.4. Duration of processing: until archiving after the use of the recordings.

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

8.1. Purpose of data processing: to document the Conference as an event related to the operation of the Data Controller and the life of the university, to publish it together with written press releases created to provide accurate and credible information on the website of the Conference. Participants can notify organizers on-site if they do not wish to appear in any recordings.

8.2. Scope of data processed: photographs and video recordings

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

8.4. Duration of processing: until archiving after the use of the recordings.

9. Neck pass for Identification

9.1. Purpose of data processing: Identifying participants of the Conference

9.2. Scope of data processed: name, affiliation

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

9.4. Duration of processing: until the end of the Conference

10. Processing of Data Relating to Meal Requests

10.1. Purpose of data processing: Providing meals to participants of the Conference

10.2. Scope of data processed: name, special dietary requirements

10.3. Legal basis for processing: consent of the Data Subject to [Article 6(1)(a), Article 9(2)(a) of GDPR].

10.4. Duration of processing: until the end of the Conference.

11. Optional Program Participation

11.1. Purpose of data processing: Enabling participation in optional programs

11.2. Scope of data processed: name, intention to participate

11.3. Legal basis for processing: consent of the Data Subject to [GDPR Article 6(1)(a)]

11.4. Duration of processing: until the end of the Conference.

12. CCTV Surveillance at the Conference Venue

A CCTV system operates at the venue. Information is available at:

<https://kancellaria.unideb.hu/kancellari-kozlemenyek-utasitasok>

Access to Data

Only staff involved in organizing the Conference and the employees of the HUN-REN Hungarian Research Network issuing the invoices have access to the personal data, under strict confidentiality obligations.

Data Security Measures

Data Controller undertakes to ensure the security of the data, to take the necessary 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 authorized to have access.

Rights of the Data Subject and Rules on the Exercise of Rights

Right to Information

In accordance with Article 15 (1) of the GDPR, the Data Subject may request information about the personal data processed by the **Data Controller**.

Right to Receive 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 **Data Controller**.

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 data processing in the following cases:

- if the accuracy of the personal data is contested, the data processing will be restricted until the **Data Controller** verifies the accuracy of the personal data;
- if the processing is unlawful and the Data Subject opposes the erasure of the data and instead requests the restriction of their use;
- if the **Data Controller** no longer needs the personal data, but the Data Subject requests them for the establishment, exercise or defense of legal claims; or

- if the Data Subject exercises his or her right to object, we restrict data processing for the period of time necessary to assess the lawfulness of his or her request.

Right to Object

Under Article 21, the Data Subject may object to processing based on public interest or legitimate interest. Processing will be suspended unless compelling legitimate grounds override the objection.

Right to Erasure

As per Article 17, Data Subjects may request deletion of their data under certain conditions.

Legal Remedies

If the Data Subject believes that the processing does not comply with regulations, they may file a complaint with the Hungarian National Authority for Data Protection and Freedom of Information (NAIH):

Mailing address: H-1363 Budapest, Pf. 9.

Email: ugyfelszolgalat@naih.hu

They may also seek legal remedy in court.

Debrecen, September 25, 2024