

Privacy Policy

Information on data management in connection with the international conference “Looking Back and Ahead: Exploring Uniquely Canadian Cultural Narratives; Debrecen University Symposium, 2024” organized by the Institute of English and American Studies, Faculty of Humanities, University of Debrecen

The Institute of English and American Studies, Faculty of Humanities, University of Debrecen organizes the international conference “Looking Back and Ahead: Exploring Uniquely Canadian Cultural Narratives; Debrecen University Symposium, 2024” between October 24 and 25, 2024.

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
Representative of Data Controller	Dr. Balázs Venkovits, associate professor, director
Registered seat	4032 Debrecen, Egyetem tér 1.
Email	venkovits.balazs@arts.unideb.hu
Phone number	+ 36 52 512 900 / 22152

Legislation on Data Management

The following legal provisions apply to the processing of data by the Institute of English and American Studies, Faculty of Humanities, University of Debrecen:

- 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 Regulation (EC) No 95/46/EC (hereinafter: GDPR).
- Act CXII of 2011 on the Right to Informational Self-Determination and Freedom of Information (hereinafter referred to as the "Info Act")
- Act C of 2000 on Accounting
- the Internal Privacy Policy of the University of Debrecen

1. Data processing in connection with registration for the conference

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

1.2. **Scope of data processed:** title, name, address of workplace, name of workplace, contact information, email address, phone number.

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

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 **Duration of processing:** until consent is withdrawn, but no later than the end of the conference.

2. Data management related to the submitted abstracts

2.1. **Purpose of data processing:** Submitting and uploading an abstract about the planned presentation to the www.konferencia.unideb.hu website. Abstracts will be archived in electronic format.

2.2. **Scope of data processed:** name of presenter (author of abstract), institution, country, email address, phone number, title of abstract.

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

2.4. **Duration of processing:** until consent is withdrawn, but no later than the end of the conference.

3. 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

3.1. **Purpose of data processing:** to document the Conference as an event related to the operation of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen and the life of the university, to publish it together with written press releases created to provide accurate and credible information on the website www.unideb.hu, on the official social media pages of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen (Facebook, Instagram).

3.2. **Scope of data processed:** audio and video recording.

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

3.4. **Duration of processing:** until archiving after the use of the recordings.

3.5. **Data transmission:** to the M.Tóth Ildikó Press Centre of UD that will forward it to the press organs that initiated the receipt of the press release, with the indication of the source.

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

4.1. **Purpose of data processing:** to document the Conference as an event related to the operation of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen and the

life of the university, to publish it together with written press releases created to provide accurate and credible information on the website www.unideb.hu, on the official social media pages of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen (Facebook, Instagram).

4.2. **Scope of data processed:** audio and video recording.

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

4.4. **Duration of processing:** until archiving after the use of the recordings.

4.5. **Data transmission:** to the M. Tóth Ildikó Press Centre of UD that will forward it to the press organs that initiated the receipt of the press release, with the indication of the source.

5. Recording of attendance at the conference

5.1. **Purpose of data processing:** to document the participation of registered participants at the Conference.

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

5.3. **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].

5.4. **Duration of processing:** According to the Data Management Policy.

1. Providing of a neck pass for conference speakers

6.1. **Purpose of data processing:** Identification of Conference participants.

6.2. **Scope of data processed:** name, name of organization.

6.3. **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].

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

2. Processing of data relating to meal requests

7.1. **Purpose of data processing:** Providing meals for conference participants.

7.2. **Scope of data processed:** name, special dietary requirements.

7.3. **Legal basis for processing:** consent of the data subject to [Article 6(1)(a), Article 9(2)(a) of GDPR].

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

3. Processing of data relating to accommodation requests

8.1. **Purpose of data processing:** To arrange accommodation for Conference participants upon request. Participants who indicate their accommodation needs are referred by the controller to the accommodation provider.

8.2. **Scope of data processed:** name, accommodation requests.

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

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

9. Processing of data related to the issuing of a certificate of participation

9.1. **Purpose of data processing:** to issue a certificate of participation to conference participants upon request.

9.2. **Scope of data processed:** name, birth name, surname and first name, name of conference, conference organizer, conference venue, statement of participation.

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:** Duration specified in the Data Management Policy of UD.

12. Camera surveillance at the conference venue

The lecture rooms of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen are not equipped with a CCTV surveillance system, but the lobbies of the building are, information on which is available at <https://kancellaria.unideb.hu/kancellari-kozlemlenyek-utasitasok>

Access to data

Participants' personal data may only be accessed by the staff of the Institute of English and American Studies, Faculty of Humanities, University of Debrecen responsible for organizing the conference, i.e., Dr. Balázs Venkovits and Dr. Zsuzsanna Lénárt-Muszka, as well as the staff of the WAV Center responsible for operating the www.konferencia.unideb.hu website, who are bound by 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 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 **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

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 **Data controller** may no longer process the personal data, unless it proves that the processing is justified by compelling legitimate grounds which override the interests, rights and freedoms of the data subject, or are related to the establishment, exercise or defense of legal claims.

Enforcement options

If the data subject considers that data processing by **Data controller** 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, PO Box 9, e-mail address: ugyfelszolgalat@naih.hu) or may take legal action at the court.

Debrecen, April 26, 2024