

Privacy Policy

to process personal data made *by the Moholy-Nagy University of Art and Design ('MOME') in connection with organization of the Design Sprint event.*

The personal data provided shall be processed and retained in case of **voluntary consent** by the data subject, in full compliance with the data protection regulations in force at any time, in particular the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR).

Data subject: *a natural person identified or identifiable on the basis of any information. In this case, the person making the declaration.*

Personal data: *any information relating to an identified or identifiable natural person ("data subject"); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.*

Data controller: *a natural or legal person or an organization without legal personality who, alone or jointly with others, determines the purpose of data processing, makes and implements decisions concerning data management (including the means used) or has them executed by the data processor, within the framework defined by law or a binding legal act of the European Union.*

Data processing: *any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.*

Consent of the Data Subject: *any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.*

Protection of personal data

The Data Controller respects the protection of personal data and ensures the processing and preservation of such data provided taking into account the applicable legislation. The Data Controller **may only use the personal data for the stated purpose**, does **not combine them with** its databases from other sources, transfers the processed personal data to third parties - *in the absence of an express legal provision* - only with the express consent of the Data Subject and makes all reasonable efforts to protect such data.

Identity and contact details of the data controller:

- name: Moholy-Nagy University of Art and Design;
- headquarters: 1121 Budapest, Zugligeti út 9-25.;
- e-mail: info@mome.hu;
- phone: + 36 1/ 392-1180;
- representatives of the Data Controller: Kovács Csaba interim rector; Matheidesz Réka CEO
- Data Protection Officer: dr. Márk Kovács
- Email: jog@mome.hu

Legal basis for data processing:

- voluntary consent of the data subject [Article 6 (1) (a) GDPR].

- voluntary consent of the data subject [Article 9 (2) (a) GDPR] in connection with food allergies

By signing the Declaration of Consent, the following personal data will be processed:

- data given in the declaration (name; place of birth, date);
- data given in the registration form (name, e-mail address, place of residence, birth date, food allergy, name of university, field of study, level of study, level of English skills, where they heard from the event, name of preferred teammate)
- video recording (likeness)/audio recording of the data subject (hereinafter collectively: Recording)
- the fact of registration and the individual's participation status (as a participant or as a waitlisted applicant).

Purpose of data processing:

- Registration, identification of participants, formation of teams, and organization of catering, and maintaining electronic (email) communication with registered individuals (including confirmation of registration, participation in the competition, or placement on the waiting list)
- Transfer of data relating to members of the winning team (name, email address) for the purpose of issuing a personalised voucher
- Following the event, for the purposes of *documentation, communication, and marketing*, recordings or excerpts thereof may, on an occasional basis, be published on electronic platforms operated by Moholy-Nagy University of Art and Design (MOME) — including but not limited to its official websites (e.g. *mome.hu*), social media platforms, and other communication channels.

Duration of data processing:

- the processing of personal data shall continue until the withdrawal of the data subject's voluntary consent or the exercise of their right to object; however, no later than the end of the fifth year following the creation of the recording, MOME shall ensure the deletion of the processed data.

Access to data:

- the statement can only be known to the competent staff of MOME, MOME treats it confidentially.
- MOME shall use the Recording in accordance with the terms of the declaration of consent.

Data storage and security:

- MOME does not use other service providers for the storage of personal data;
- the statement and the Recording are stored digitally on the servers of MOME headquarters located at *1121 Budapest, Zugligeti út 9-25.*;
- MOME shall take appropriate measures to protect personal data against, among other things, unauthorized access or unauthorized alteration.
- The personal data of the members of the winning team (name and email address) will be disclosed to RyanAir for the purpose of issuing a personalised voucher.

Rights of the data subject related to the processing of personal data:

In the course of data processing, automated decision-making and profiling do not take place based on your data. Your personal data stored electronically is only accessible to employees with the appropriate authorization for the purposes specified in the Privacy Notice.

The Data Subject may exercise his or her rights specified in this section - *which may be exercised in connection with personal data management* - at any of the contact details of the Data Controller provided above, as follows:

- **Right to Withdraw Consent [Article 7 of the GDPR]:** the processing of certain personal data is based on your consent, you may withdraw such consent at any time. Withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.
- **Right of Access [Article 15 of the GDPR]:** You have the right to obtain information regarding the personal data processed by the University, the manner and circumstances of such processing, and to request a copy of the data.
- **Right to Data Portability [Article 20 of the GDPR]:** You have the right to request a copy of your personal data and to transmit those data to another organization, or to request that the University transfer such data directly to another controller, where the processing is based on consent or a contract, or is carried out by automated means. This right may be refused if the processing of data is necessary for reasons of public interest.
- **Right to Rectification [Article 16 of the GDPR]:** You have the right to request the rectification of inaccurate personal data and the completion of incomplete data without undue delay. The University will verify the accuracy of the information and make corrections as appropriate. The University shall also forward your rectification request to any person or organization to whom the personal data have been disclosed, provided such recipients are reasonably identifiable.
- **Right to Erasure ("Right to be Forgotten", Article 17 of the GDPR):** you may request the deletion of your personal data from the University's records if:
 - the purpose of the data processing no longer exists and the data are no longer necessary for that purpose;
 - the processing of your data is unlawful, for instance if the University processes your data without a valid legal basis; or
 - the deletion of your data is required for compliance with a legal obligation.
- **Right to Restriction of Processing [Article 18 of the GDPR]:** You have the right to request the restriction of processing of your personal data. In such cases, your data shall be locked and, apart from storage, may only be processed with your consent. The restriction may be lifted if the data are required for the establishment, exercise, or defence of legal claims, for the protection of the rights of another person, or for reasons of important public interest of the European Union or a Member State. You will be notified before any such restriction is lifted. The University shall also communicate any restriction request to any person or organization to whom the personal data have been disclosed, provided such recipients are reasonably identifiable. The right to restriction may be exercised in the following cases:
 - *you contest the accuracy of your personal data, in which case the restriction shall apply for the period during which the University verifies the accuracy of the data;*
 - *the processing is unlawful, but you oppose the deletion of the data;*
 - *the University no longer needs the data, but you require them for the establishment, exercise, or defence of legal claims.*

- **Right to Legal Remedy [Chapter VIII of the GDPR]:** If you believe that the University has infringed your rights relating to the protection of your personal data, you may request the University to remedy the situation, lodge a complaint with the National Authority for Data Protection and Freedom of Information (“the Authority”), or seek judicial remedy before the competent court.

Registered office of the Authority: 1055 Budapest, Falk Miksa utca 9–11.

Postal address of the Authority: 1374 Budapest, Pf. 603.

Telephone of the Authority: +36 1 391 1400

Fax of the Authority: +36 1 391 1410

Email address of the Authority: ugyfelszolgalat@naih.hu

Website of the Authority: www.naih.hu

If you consider that we are not acting lawfully in the processing of your personal data, please first inform us as data controller - *at one of the contact details listed above* - so that we can process and manage your comment as quickly and efficiently as possible.

Submission of Data Protection Requests

Requests for the exercise of your data protection rights may be submitted electronically via email to jog@mome.hu. When submitting a request, you must ensure that your identity can be clearly verified and provide at least the following information:

- *family and given name(s);*
- *date of birth;*
- *tax identification number;*

The University shall provide information on the action taken in response to your request as soon as possible, but no later than 30 days from receipt of the request. This period may be extended once by a maximum of 60 days, depending on the complexity of the request or the number of requests received. The University shall notify you of any such extension within 30 days of receiving your request.

Safeguards and Security Measures

The University implements appropriate technical and organizational measures to ensure that, by default, only personal data necessary for the specific purpose of processing are collected and processed. This applies to the amount of data collected, the scope of processing, the period of storage, and accessibility.

In addition, the University protects personal data proportionately to the level of risk associated with the processing, through physical (e.g., electronic security systems at University premises), logical (e.g., password protection, firewalls, access control), and administrative (e.g., dedicated regulations governing security systems, employee training in data protection and information security) measures, in order to prevent unauthorized access, alteration, transmission, disclosure, deletion, or destruction, as well as accidental loss or damage.

Review of the Privacy Notice

The University regularly reviews this Privacy Notice and updates it as necessary. Data subjects will be informed of any material changes to this Privacy Notice. In determining the method of notification, the University will take into account the significance of the change and the categories of data subjects and personal data concerned.