



File no.: NKE/08515/2025.

INFORMATION ON DATA PROCESSING
regarding the registration for SIHDA 2025 conference held at the University of
Public Service

1. Name of Data Controller

University of Public Service
Address: 1083 Budapest, Ludovika tér 2.
Phone: +36 1 432 9000,
E-mail: nke@uni-nke.hu;
Website: <https://www.uni-nke.hu/>
Represented by: Dr. Gergely Deli Rector

2. Name and contact details of the Data Protection Officer

Data Protection Officer of the University:
Adrienn Bernadett Kincses dr. iur.
Direct contact: adatvedelem@uni-nke.hu
Phone: +36 1 432 9000/ extension: 29833

3. Information about processing personal data regarding the SIHDA 2025 conference (hereinafter: 'Conference') in case personal data is collected directly from the data subjects

3.1. Registration of participants on the Conference website

| Categories of data subjects | Scope of processed data | Purpose of data processing | Legal basis |
|--|--|---|---|
| Natural persons registering on the Conference website (including participants, accompanying persons) | Title; name (middle name being optional); nationality; e-mail address; host institution; role (conference participant/accompanying person); registration code provided by the website. | The purpose of processing data is to register participants of the Conference. | Pursuant to Article 6 (1) b) of the GDPR ¹ , the processing is necessary for the performance of a contract to which the data subject is party. |
| | Dietary requirements (vegetarian, lactose or gluten intolerance). | The purpose of processing data is to provide a | Pursuant to Article 6 (1) a) of the GDPR, the consent of |

¹ 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 (General Data Protection Regulation)

| | | | |
|--|---|--|--|
| | | diet that suits the participants' dietary restrictions. | the data subject. Data concerning health is processed pursuant to Article 9 (2) a) of the GDPR. |
| | Participation in excursions and optional tours | The purpose of processing data is to arrange optional tours and excursions. | Pursuant to Article 6 (1) b) of the GDPR, the processing is necessary for the performance of a contract to which the data subject is party. |
| | Billing and payment information: name, address; e-mail address, phone number, payment method, payment information (card number, expiry date, security code, cardholder's name and – in case of two-factor authentication – the security code for authentication, name of bank account holder, bank account number, financial institute holding the account, etc.); registration code provided after registration. | The purpose of processing data is to conclude payment of the participation fee and issue an invoice. | Pursuant to Article 6 (1) b) and c) of the GDPR, the processing is necessary for the performance of a contract to which the data subject is party and for compliance with legal obligations ² . |
| Natural persons registering on the Conference website as participants. | Photo recording of the participant. | The purpose of processing data is to promote the Conference online using the photo recordings of participants. | Pursuant to Article 6 (1) a) of the GDPR, the consent of the data subject. |
| | Name, e-mail address, affiliation. | The purpose of processing data is to provide the organiser of the next Conference with contact data of the participants. | |

Consequences of failure to provide such data: Disclosing participants' dietary requirements is necessary for the preparation of meals that suits the participants dietary restrictions. In case of failure to provide such data the Data Controller cannot assure that participants's meals are suited to their diets.

² Act C of 2000 on Accounting.

Additional data is necessary for the performance of contract between the registering participants and the Data Controller. In lack of such data, the contract cannot be concluded and the participants cannot finish the registration process.

In lack of the participants' photo recordings, the Data Controller cannot promote the Conference on its website using the photo.

3.2. Registration of conference participants' abstracts through the University of Public Service's Ludevent website

| Categories of data subjects | Scope of processed data | Purpose of data processing | Legal basis |
|---|--|--|---|
| Natural persons registered on the Conference website as participants. | Title; name; nationality; e-mail address; registration code provided during the registration in 3.1; host institution; title of the presentation/panel; role in panel/discussion. | The purpose of processing data is to register participants of the Conference through 'LudEvent' which is the general website for the administration of the Data Controller's events. | Pursuant to Article 6 (1) b) of the GDPR, the processing is necessary for the performance of a contract to which the data subject is party. |

Consequences of failure to provide such data: Personal data acquired through the registration of abstracts through 'LudEvent' is necessary for the performance of contract between the registering participants and the Data Controller. In lack of such data, the contract cannot be concluded and the participants cannot finish the registration process.

3.3. Information about the recording of videos and taking photos during the Conference

| Categories of data subjects | Scope of processed data | Purpose of data processing | Legal basis |
|--|---|--|--|
| Participants of the Conference and their accompanying persons. | Photos and video recordings of the data subjects. | The purpose of making the recordings is to record and document the lectures and seminars and to verify that they have taken place. The recordings may be published on the Conference's and the University's website, journals, publications and social platforms (e.g. Facebook, YouTube, Instagram, Twitter). | The data processing is based on Article 6 (1) (e) of the GDPR, Article 2:48 (2) of the Civil Code, according to which the consent of the data subject is not required for the creation and use of a visual or audio recording in the case of public recordings and recordings of public appearances ³ . |

³ Public appearance shall mean any speech or activity that affect the life of the society, the developments in local or national relations. Public appearance is based on speaking or acting in the public interest. Typically the speaking and public participation at different cultural, social events and gatherings shall fall into this group. Anyone can be a public figure, hence this classification is not linked to any formal social or legal status.

Consequences of failure to provide such data: The Conference can not be documented featuring its participants.

4. Information about processing personal data regarding the Conference in case personal data is disclosed to the Data Controller indirectly

| Categories of data subjects | Scope of processed data | Source of data | Legal basis |
|--|---|---|---|
| Chair and members/discussants of fully formed panels and book presentations. | Name, role in panel/discussion (chair or member). | Data is provided by the participant during the abstract's registration process. | Pursuant to Article 6 (1) f) of the GDPR, the processing is necessary for the purposes of the legitimate interests pursued by the controller. |

5. Recipients of personal data, the persons entitled to access the data

Employees of the departments or research institutes who are required to access the concerned personal data based on their employment relationship, especially the employees of

- Rector's Advisory Office
- Economics Office
- Communication and Program Directorate
- Information Technology Directorate

Promotional materials of the participants' lectures including their photographs and recordings made of the persons participating at the University events may be published on the website and various social media sites of the University, and therefore the following entities, as processors, are entitled to access the data:

- YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA; legal@support.youtube.com
- Meta Platforms Ireland Limited, 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland, (a subsidiary of Meta Platforms Inc., 1 Hacker Way, Menlo Park, CA 94025, USA), <https://www.facebook.com/help/contact/540977946302970>
- Twitter International Unlimited Company, One Cumberland Place, Fenian Street Dublin 2, Ireland (a subsidiary of Twitter Inc., 1355 Market Street, Suite 900, San Francisco, CA 94103, USA), <https://help.twitter.com/en/contact-us>
- LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland (<https://hu.linkedin.com/legal/privacy-policy>)

Personal data may be shared with the following Universities collaborating with the Data Controller in the organization and implementation of the Conference:

- Károli Gáspár Református Egyetem (<https://portal.kre.hu/index.php/adatvedelem.html>)
- Pázmány Péter Katolikus Egyetem (<https://ppke.hu/gdpr-adatvedelem>)
- Eötvös Loránd Tudományegyetem (<https://adatvedelem.elte.hu/>)

In case participants provide consent, their name, affiliation and e-mail address will be transferred to the organiser of the next Conference.

For billing and payment of the registration fee the following entities – as data processors – are entitled to access the necessary personal data:

- **KBOSS.hu Kft.** (1031 Budapest, Záhony utca 7., <https://www.szamlazz.hu/adatvedelem/>) as owner and operator of the online billing solution 'Számlázz.hu';
- the name, e-mail address, phone number and billing information stored in the user database of the payment acceptance website will be handed over to **OTP Mobil Ltd.** (1138 Budapest, Váci út 135-139. B. ép. 5. em. The nature and purpose of the data processing activity performed by the data processor in the SimplePay Privacy Policy can be found at the following link: <https://simplepay.hu/adatkezelesi-tajekoztatok/>) as owner, developer and operator of the online payment solution 'SimplePay'.

6. Duration of data processing

Personal data controlled on the legal basis of the data subject's consent shall be processed until the withdrawal of such consent, but such withdrawal shall not affect the lawfulness of the processing carried out on the basis of the consent before its withdrawal. In the absence of withdrawal of consent, the data controller evaluates the necessity of processing data annually.

Personal data necessary for registration and the performance of the contract between the data subject and the data controller shall be processed for the duration set out in the Data Controller's filing policies from the last day of the Conference.

The accounting documents containing billing information shall be processed by the Data Controller for at least eight years as set out in Act C of 2000 on Accounting.

7. Implementation of the processing activity

SIHDA is an abbreviation for 'Société internationale d'histoire des droits de l'Antiquité' which is a conference on ancient Roman Law held at a different University around the world annually.

In 2025, the Ludovika University of Public Service hosts the Conference for which participants and their accompanying persons as well shall register on the Conference website. Participants registering for the Conference and paying the participation fee shall receive an invoice for the payment, a registration code and a digital QR code as the ticket for the Conference.

Conference participants shall also register their abstracts through the Data Controller's website for events called 'LudEvent'.

Having the data subject's consent the Data Controller shall upload the participants' photographs on the Conference website for the purpose of promoting the event and its speakers.

Also based on the data subject's consent the Data Controller may transfer the participants' contact data to the institution hosting the next SIHDA Conference.

Participants and their accompanying persons shall also participate in excursions and tours during the days of the Conference which the Data Controller organises.

The University shall process the data transmitted to it solely for the purposes and under the conditions specified above. The data processing activities shall be carried out in full compliance with the University's regulations on the protection and security of personal data and data of public interest, as well as the University's IT Security Policy.

8. Data protection

Taking into account the state of the art, the costs of implementation and the nature, scope, context and purposes of processing as well as the risk of varying likelihood and severity for the rights and freedoms of natural persons, the University shall implement appropriate technical and organisational measures to ensure a level of data security appropriate to the risk.

The University shall take all reasonable measures to ensure that the data processed by it do not become accessible to unauthorised parties. Access to data is limited, password protection is in place.

The University has a policy on protection and security of personal data and data of public interest and also an IT Security Policy.

9. Automated data processing (including profiling)

The University does not use automated data processing for decision-making regarding personal data specified above.

10. Data transfers to third countries or international organisations

There is no direct transfer of personal data to third countries regarding the processing detailed above.

11. Exercise of rights, legal remedies

The data subject may exercise the rights provided for in the GDPR for the entire duration of the data processing, which he may do at any time at the contact details specified in Section 1 and 2.

The data subject may request

- *access to personal data* (the data subject has the right to obtain confirmation from the data controller as to whether or not personal data concerning him or her are being processed, and where that is the case, the right to access personal data and information specified in the GDPR) (Article 15 GDPR),
- *rectification of personal data* (the data subject has the right to obtain the rectification of inaccurate personal data concerning him or her, at his or her request, without undue delay. Taking into account the purpose of the data processing, the data subject shall have the right to have incomplete personal data completed, including by means of providing a supplementary statement.) (Article 16 GDPR),
- *erasure of personal data* (the data subject has the right to obtain from the data controller the erasure of personal data concerning him or her, at his or her request, without undue delay and the data controller shall have the obligation to erase the personal data of the data subject without undue delay on the grounds specified in the GDPR; in case of data processing for compliance with a legal obligation the erasure request shall be declined) (Article 17 GDPR),
- *restrictions on the processing of personal data* (the data subject has the right to obtain from the data controller restriction of processing if the conditions set out in the GDPR are met) (Article 18 GDPR),
- *exercise the right to personal data portability* (The data subject shall have the right to receive the personal data concerning him or her, which he or she has provided to the data controller, in a structured, commonly used and machine-

readable format and have the right to transmit those data to another data controller without hindrance from the data controller to which the personal data have been provided, as long as the conditions set out in the GDPR are met) (Article 20 GDPR),

- *may object to the processing of personal data* (shall have the right to object, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her which is based on point (e) or (f) of Article 6 (1), including profiling based on those provisions. The controller shall no longer process the personal data unless the controller 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; in case of data processing for compliance with a legal obligation the objection request shall be declined) (Article 21 GDPR),
- *withdrawal of the abovementioned consent to processing of personal data*, the data subject may withdraw his or her consent at any time by sending an e-mail to adatvedelem@uni-nke.hu, without affecting the lawfulness of the processing carried out on the basis of consent prior to its withdrawal.

The application must be submitted to the postal address of the data controller or to the following e-mail address: adatvedelem@uni-nke.hu. The data controller shall provide written information as soon as possible, within a maximum of 1 month (within 15 days in the event of an objection) (this deadline may be extended by a further 2 months due to the complexity of the request). If any rights of the data subject have been violated, the data subject may apply to a court (the data subject may, at his or her choice, initiate a proceeding before the court competent according to his or her place of residence or stay) or may turn to the National Authority for Data Protection and Freedom of Information (1055 Budapest, Falk Miksa utca 9-11., phone: 06-1-391-1400, website URL: <http://naih.hu>, e-mail address: ugyfelszolgalat@naih.hu).

Budapest, 24th April 2025.

