

Privacy Policy

on data processing related to the application for the volunteer program operating in the SZIA
Agroecological Garden

1. Controller

Full name:	Hungarian University of Agriculture and Life Sciences
Representative:	Dr. Csaba Gyuricza
Capacity:	rector
E-mail address:	adatvedelem@uni-mate.hu
Telephone number:	06-28-522-000
Website:	www.uni-mate.hu
Seat:	2100 Gödöllő, Páter Károly u. 1.
Mailing address:	2103 Gödöllő, Pf. 303.
Tax number:	19294784-4-44
Name of Data Protection Officer:	Dr. Melitta Fuchs
Availability:	dpo@uni-mate.hu

2. Legal background

The Hungarian University of Agriculture and Life Sciences (*hereinafter referred to as the University*) shall act in accordance with the following legislation when processing personal data related to *the application for the volunteer program operating in the SZIA Agroecological Garden* (hereinafter referred to as the Program):

[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 \(hereinafter referred to as the 'GDPR'\)](#)

3. Scope of personal data processed, purpose, legal basis and duration of data processing

Personal data	Purpose of data processing	Legal basis of data processing	Duration of data processing
Name	identification	consent [Article 6(1)(a) of the GDPR]	until the end of the Program, expected to be 10 weeks
Training data	Issuing a diploma		
Email address	Contacts		
Telephone number			

Age	selecting the right applicants from among the applicants for the Program and organizing the work processes	consent [Article 6(1)(a), Article 9(2)(a) of the GDPR]	until the end of the Program, expected to be 10 weeks
Country			
No			
Information in the questionnaire about the data subject's horticultural experience, expertise, previous volunteer and community activities, personality, environmental awareness, interests and motivation			
Physical/health information that may affect volunteer work	Finding potential sponsoring organizations		
Contact details of the organization related to the mission of the Program			

4. Data security measures

4.1. Storage

You can submit your application using the form available through the LimeSurvey system operated by the University. The University collects and stores the personal data provided electronically on its own server. With regard to the current state of technology, the University ensures the protection of the security of data processing with technical, organisational and organisational measures that provide a level of protection appropriate to the risks arising in connection with data processing. Its IT system and network are protected against computer-assisted fraud, espionage, sabotage, vandalism, fire and flood, as well as computer viruses, computer break-ins and other attacks. Security is ensured with server-level and application-level protection procedures. It also takes appropriate measures to protect your personal data, inter alia, against unauthorized access, or against unauthorized alteration, transfer, disclosure, deletion, destruction, accidental destruction, damage, or inaccessibility due to technical changes in the employee.

The University uses the assistance of the following data processor in the course of data processing:

Microsoft Hungary Kft., the Hungarian subsidiary of Microsoft Corporation, which operates the email service of Microsoft 365 for business, (registered office: 1031 Budapest, Graphisoft Park 3., tax number: 10836653-2-44, company registration number: 01-09-262313, is responsible for contact.

4.2. Access to and transfer of data

Your personal data may be accessed by the staff of the Center for International Strategy and Coordination, which organizes, conducts and coordinates the Program, to the extent necessary for the performance of their work, and for a specific purpose. Your personal data will not be passed on to third parties.

5. Rights of data subjects in relation to data processing

You can exercise the data subject's rights related to data processing at the contact details indicated in Section 1. You can also contact the Program contact person directly at the nemzetkozi@uni-mate.hu email address with your requests. If you wish to exercise any of the following rights, please do so within the storage period, otherwise we will only be able to inform you about the deletion of your data.

5.1. Right to withdraw consent

You can withdraw your consent to data processing at any time without giving any reason. Withdrawing your consent will result in the deletion of your data and thus the withdrawal of your application. The withdrawal of consent does not affect the lawfulness of the processing carried out prior to that date [Article 7 of the GDPR].

5.2. Right to information and access

You can request information about whether your personal data is being processed, and if so, which personal data we are processing your personal data, on what legal basis, for what purpose, from what source, and for how long. You can request access to the personal data processed, e.g. in the form of a copy. We will comply with the request within 1 month [Article 15 of the GDPR].

5.3. Right to rectification

You can request that your personal data be corrected: modified, corrected or supplemented. We will try to comply with the request without delay [Article 16 of the GDPR].

5.4. Right to erasure and to be forgotten

You can request that your personal data be deleted. We will try to comply with the request without delay [Article 17 of the GDPR].

5.5. Right to restriction of processing

Request the restriction of processing [Article 18 of the GDPR],

- if they are inaccurate, not up-to-date, in your opinion. In this case, we will suspend the processing for the period of time while we verify the accuracy of the data.
- if the processing is unlawful and you oppose the erasure of your personal data. In this case, the data will be blocked.
- if we no longer need the information but you require it to establish, exercise or defend legal claims.

5.6. Right to data portability

You have the right to receive a copy of your personal data in a structured, commonly used and machine-readable format or to request that your data be transmitted directly to another controller. We will comply with the request within 1 month [Article 20 of the GDPR].

6. Legal remedies related to data processing

In the case of problems and comments related to data processing, the University's data protection officer is entitled to proceed. Please report the problem to him first at the contact details indicated in point 1. We will investigate the problem as quickly as possible and try to find a solution to it and rule out the possibility of it happening in the future.

If a solution cannot be found to the problem, or you are not satisfied with our proposed solutions, in the event that your data is processed in violation of the regulations or in order to enforce your rights, you may turn to the court of your place of residence or residence, or you may initiate an investigation at the National Authority for Data Protection and Freedom of Information (*hereinafter referred to as the Authority*).

Contact details of the Authority:

Email address: ugyfelszolgalat@naih.hu

Phone Number: 06-1-391-1400

Fax: 06-1-391-1410

Web: www.naih.hu

Headquarters: 1055 Budapest, Falk Miksa u. 9-11.

Mailing address: 1363 Budapest, Pf.: 9.