

ANNEX 7/1. OF THE DATA PROTECTION POLICY OF  
ELI-HU RESEARCH AND DEVELOPMENT NON-PROFIT LIMITED LIABILITY COMPANY

## INFORMATION ON DATA PROTECTION FOR GUESTS ARRIVING TO THE VISITOR CENTRE

### Data controller

**name:** ELI-HU Research and Development Nonprofit Limited Liability Company

**short name:** ELI-HU Nonprofit Ltd.

**company registry no.:** Cg.06-09-015211

**seat:** 6720 Szeged, Dugonics tér 13.

**e-connection:** info@eli-alps.hu

**representative:** Lehrner Lóránt Ferenc managing director

**Please be informed that in connection to visiting the research centre your personal data shall be processed in the following manner:**

**purpose of data processing:** ensuring visitation of the research centre

**scope of processed data:** name, date and place of birth, mother's maiden name

**legal basis of data processing:** Data subject's given consent as per 5. § (1) a) of Act CXII of 2011 on the Right of Informational Self-Determination and on Freedom of Information (Info Act)

**time limit of data processing:** until the purpose of the controlling of data is achieved, but no longer than one year

**means of data processing:** in electronic and paper format

Prior to visiting the research centre visitors must notify the centre of the planned visit and complete a registration.

The application for a visit must be made at least 336 hours before the time of the planned visit.

Such application can be submitted via an online interface by providing the specific data stated in Annex 7.3 and with the requested documents completed and submitted to the [pr@eli-alps.hu](mailto:pr@eli-alps.hu) e-mail address.

Previous registration is required under the frame of ELI-HU Nonprofit Ltd's obligations to cooperate with relevant authorities.

Cooperation with the Constitution Protection Office is required under 28. § (3) of Act CXXV of 1995 on National Security Services.

During the application process the following personal data need to be provided: name, date and place of birth, mother's maiden name.

Submitted data shall be controlled by the unit responsible for overseeing security.

Registered personal data shall be forwarded to the Constitution Protection Office as decreed by specific legislation as in accordance with the Government Decision 2009/2015. (XII.29.): the research centre is deemed a facility of importance to be protected by national security.

***The right to informational self-determination is a fundamental right of all natural persons afforded by the Fundamental Law of Hungary, therefore, the Company during its proceedings shall process data solely in accordance with all relevant legislation in force.***

Personal data may only be processed when it is necessary for the exercising of certain rights and fulfilment of obligations. The processing of personal data for personal purposes is prohibited. The processing of data must be in compliance with the principle of purpose limitation at all times.

The Company shall only process personal data for specified and explicit purposes, when it is necessary for the exercising of certain rights and fulfilment of obligations, solely to the minimal extent and time required to achieve its purpose.

The purpose of processing must be satisfied in all stages of data processing operations and in case the purpose of processing no longer exists, or the processing of data would otherwise be unlawful, data shall be deleted. The employee of the Company who actually processes the data shall be personally responsible for the deletion. The deletion can be overseen by the person de facto exercising the employer's rights and the internal data protection officer – in case there has been one appointed or delegated at the Company.

The Company shall only process personal data when the data subject has given his/her prior consent – in writing in case of special personal data – or when authorized by law.

The Company shall in all cases inform the data subject about the purpose of data processing and the legal basis thereof.

***Company does not utilize a data processor during the operation of the visitor centre.***

### **Enforcement of data subject rights**

The data subject may request information - via Company contacts provided herein - on his/her personal data being processed, also may request the rectification of his/her personal data and may request – with the exception of when processing is mandatory by law – the deletion of said personal data.

Within 3 days of receipt the Company shall forward such request or objection to the head of the specific organizational unit which has the function and authority in relation to the processing of the relevant data.

The head of the organizational unit with the function and authority shall provide a written answer in plain language to the data subject's request in relation the processing of his/her personal data within 25 days – 15 days in case of an objection - of the receipt.

In all cases when information cannot be denied according to law, the information provided shall extend to the information described in 15. § (1) of Act CXII of 2011.

As providing information is free of charge in general, the Company can only charge fee in cases set forth in 15. § (5) of Act CXII of 2011.

A request for information can only be denied for reasons stipulated in 9. § (1) and 19. § of Act CXII of 2011. Such denial can only be made in writing, providing justification for the denial and including information described in 16. § (2) of Act CXII of 2011.

If the necessary data and the authentic instruments for adequate proof are available, the head of the organizational unit processing the data shall correct the inaccurate data, alternately shall ensure the deletion of the data in case the reasons set out in 17. § (2) of Act CXII of 2011 exist.

For the duration of the decision on the opposition of the personal data processing by the data subject – but no longer that 5 days –the head of the organizational unit processing the data

suspends the processing operation, shall investigate the cause of objection and comes to a decision of which he/she notifies the data subject who issued the request as per 21. § (2) of Act CXII of 2011.

If the data subject's objection is justified, the head of the organizational unit processing the data shall act in accordance with 21. § (3) of Act CXII of 2011.

In case the request or objection cannot be clearly assessed, the head of the organizational unit processing the data shall request a resolution from the employee responsible for data protection along with providing the available documents and his own standpoint on the case. The employee responsible for data protection shall comply with the request and provide a resolution within three days of receipt of such request.

If the Company causes damage to a data subject as a result of unlawful processing or by any breach of data security requirements, it shall pay for such damages. The Company shall also pay restitution for personal rights violations by the Company or by the data processor employed by the Company.

The data controller shall be exempt from liability for damages and from paying restitution if proves that the damage or the violation of personal rights were brought about by reasons beyond its data processing activity.

No compensation shall be paid and no restitution shall be demanded where the damage or the violation of rights was caused by intentional or serious negligent conduct on the part of the aggrieved party or the data subject.

Complaints and requests for legal remedies may be submitted to the Hungarian National Authority for Data Protection and Freedom of Information (1125 Budapest, Szilágyi Erzsébet fasor 22/C) or to the competent regional court according to your domicile or place of residence.