

**Data Protection Policies
for
ANSE Summer University 2023
(14th August 2023 – 18th August 2023)**

We place great emphasis on the protection of your personal information and compliance with the applicable data privacy requirements, including specifically the General Data Protection Regulation ((EU) 2016/679). This Privacy Notice relates to the collection, use, transfer, and retention of personal data related to admissions at ANSE Summer University (hereinafter referred to as „Summer University” or „Event”).

PLEASE READ IT CAREFULLY BEFORE SUBMITTING YOUR PERSONAL DATA

1. Who are we and what do we do?

Identity and contact details of the Data Controller (hereinafter referred to as: “We”, “Us” or “Organizer”):

Data Controller	Magyar Szupervizorok és Szupervizor-Coachok Társasága / Association of the Hungarian Supervisors and Supervisor-Coaches
Seated at	1024 Budapest, Keleti Károly utca 19. III. em. 1.
Reg. No.	Pk.60043/1996
Represented by	the current president of the Association
Postal address	1024 Budapest, Keleti Károly utca 19. III. em. 1.
Email	info@szupervizorok.hu
Website	www.szupervizorok.hu

This year we are the organizer of the annual Summer University event of the ANSE (Association of National Organisations for Supervision and Coaching in Europe).

2. What is the purpose and legal basis of processing your data? How long will your information be held?

The purpose of the data processing carried out by the data controller, the legal basis, the data subjects, the duration of data processing are set out in the tables below:

i. Registration

Description of the data management process	Registration for ANSE Summer University 2023 is only possible online via the website of the Event
Purpose of data processing	Create online registration profile to access the registration form

Legal basis of data processing	Consent of data subject GDPR Article 6 (1) a)
Scope of personal data processed	Name; E-mail address, contact mobile number, contact address, ANSE association membership
Source of personal data	Own communication by the persons concerned
Duration of data processing	60 days from the successful completion of the Event. In case of cancellation, 30 days form the cancellation

ii. Running the Event

Description of the data management process	During the Event, the organizer will keep in touch with the participants, assist them and check their right to participate
Purpose of data processing	Verification of the right to participate in certain events of the ANSE Summer University 2023; Contacting with the participant during the Event; Certification of participation
Legal basis of data processing	Consent of data subject GDPR Article 6 (1) a); performance of a contract to which the person concerned is party subject GDPR Article 6 (1) b)
Scope of personal data processed	Name; E-mail address, contact mobile number, contact address, ANSE association membership
Source of personal data	Own communication by the persons concerned
Duration of data processing	60 days from the successful completion of the Event

iii. Processing of personal data relating to diet and food intolerance

Description of the data management process	When ordering meals, the organiser will take into account the personal needs of the participants, in particular food intolerances
Purpose of data processing	Providing adequate catering for the participant
Legal basis of data processing	Protection of the vital interests of the persons concerned subject GDPR Article 6 (1) d)
Scope of personal data processed	Any data in relation with food intolerance
Source of personal data	Own communication by the persons concerned
Duration of data processing	60 days from the successful completion of the Event

iv. Disclosure of photographs, video and audio recordings

Description of the data management process	The Event may be photographed and/or filmed and/or web streamed. Some of these photos and video recordings can be used for the minutes of Event/meeting, news, promotional
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	purposes, future marketing materials, illustration, information and dissemination activities via Organizer's own websites or inclusion on social media pages which may process personal data according to their own policies.
Purpose of data processing	Communicating the professional work of the ANSE Summer University2023, promoting ANSE and the Event.
Legal basis of data processing	Consent of data subject GDPR Article 6 (1) a)
Scope of personal data processed	Image of the persons concerned
Source of personal data	Photos, sound- and video recordings
Duration of data processing	Not applicable

v. Issuance of invoices

Description of the data management process	Issuance of invoices for individuals in relation with the participation fees, cancellation charges and administration fee
Purpose of data processing	Fulfillment of the obligation to issue invoices as stipulated by Hungarian law [§§ 165-166, § 169 of Act C of 2000 (Act C of 2000)]
Legal basis of data processing	Compliance with a legal obligation to which the controller is subject subject GDPR Article 6 (1) c)
Scope of personal data processed	Name, place of residence, tax identification number
Source of personal data	Own communication by the data subjects or persons using the service at their expense
Duration of data processing	8 years from the date of issue of the invoice

vi. Email communication

Description of the data management process	The Organizer will communicate with participants by email before and during the Event
Purpose of data processing	Information exchange between the organiser and the participant
Legal basis of data processing	The purposes of the legitimate interests pursued by the controller subject GDPR Article 6 (1) f)
Scope of personal data processed	Name; E-mail address
Source of personal data	Own communication by the persons concerned
Duration of data processing	5 years from the date of receipt of the letter, or 72 hours thereafter if the purpose of the correspondence has been achieved earlier

vii. Cookie management

Description of the data management process	The website of the Event uses cookies to keep the site running smoothly
Purpose of data processing	The purpose of cookies is to ensure the highest possible quality of the operation of the website, to provide personalized services and to enhance the user experience.
Legal basis of data processing	Consent of data subject GDPR Article 6 (1) a)
Scope of personal data processed	Data derived from browsing history
Source of personal data	IT data processed by the cookies
Duration of data processing	Not applicable

viii. Newsletter

Description of the data management process	The organizer sends newsletters to subscribers at varying intervals regarding the news and events of ANSE Summer University 2023
Purpose of data processing	The purpose of the newsletter is to provide the participants with the news, event details and other relevant information on ANSE Summer University 2023 and to let them know about upcoming events.
Legal basis of data processing	Consent of data subject GDPR Article 6 (1) a)
Scope of personal data processed	Name; E-mail address
Source of personal data	Own communication by the persons concerned
Duration of data processing	As long as the subscriber has not withdrawn the consent by clicking the “unsubscribe” button or sending an email on the objection to such data processing

For statistical purposes, your data will be anonymized by us. We have put in place suitable data protection procedures to safeguard your information in line with the applicable data protection laws.

3. Who receives your information?

We work closely together with ANSE (Association of National Organisations for Supervision and Coaching in Europe) to organize and successfully run the ANSE Summer University 2023 event. For this purpose, your personal data will be transmitted to ANSE.

Any transmission of data between the Data Controller and their internal units is managed through agreed processes which comply with relevant data protection legislation.

Unless we have a legal obligation to do so, we will not disclose your data to individuals, organizations, or other entities other than those who are acting as agents and data processors working on our behalf.

For the purposes set out above, it may be our legitimate interest to pass your information to our third-party service providers and subcontractors, for the purposes of completing tasks and providing services to you on our behalf. However, with all external entities with whom data is shared, we share only those data needed to perform the specific service and require a contract and/or confidentiality and non-disclosure agreement to be signed before any data transfer—requiring them to keep your information secure and not to use it for their own purposes. We will not sell or rent your information to third parties.

Your billing details will be forwarded to our accountant and the invoice will be also forwarded to the national tax authority (NAV).

Specific third parties acting as data processors we work with include:

- our accountant

4. What are your rights?

You have the right:

- to access your personal information,
- to object to the processing of your personal information,
- to rectify,
- to erase and
- to restrict processing your personal information
- to withdraw your consent at any time.

Should you want more detailed information on your rights, read the General Data Protection Regulation, which is available here:

<https://eur-lex.europa.eu/eli/reg/2016/679/oj>

5. Enforcement and remedies in relation to data management

If you wish to exercise any of these rights, please email adatkezeles@szupervizorok.hu. We will make every effort to fulfill your request to the extent allowed by law and will respond in writing within 15 days of receiving your request.

Should you wish to request help from the relevant national authority, their details are as follows:

**Nemzeti Adatvédelmi és Információszabadság Hatóság /
National Authority for Data Protection and Freedom of Information**

Postal address: 1363 Budapest, Pf.: 9..

Address: 1055 Budapest, Falk Miksa utca 9-11.

Phone: +36 (1) 391-1400

E-mail: ugyfelszolgalat@naih.hu

6. Security of your information

We are committed to holding your data securely and treating it with sensitivity. All data are held securely and in accordance with the relevant data privacy laws and our internal policies. We do not sell to or trade your data with any other organizations.

7. Future changes

If our information policies or practices change at some time in the future, we will post the changes on the website of the Event.