

# **Privacy Notice**

## **on data processing related to organising visits to the House of Parliament**

The purpose of this Privacy Notice is to inform visitors to the House of Parliament (data subjects) about the personal data processed by the Office of the National Assembly (hereinafter: Office) during the registration process related to booking appointments for visits, the practice followed in processing personal data, the measures taken to protect personal data, and the way and manner in which the rights of data subjects can be exercised. This privacy notice has been drafted in order to comply with the provisions of the Regulation (EU) 2016/679 of the European Parliament and the Council (hereinafter: GDPR).

### **1. Data Controller**

Personal data provided are processed by the Office (mailing address: H-1055 Budapest, Kossuth Lajos tér 1-3, telephone: +36-1-441-4000, +36-1-441-5000, [www.parlament.hu](http://www.parlament.hu), data processing unit: Directorate for Public Collections and Public Education).

Contact details for the data protection officer: [adatvedelem\(at\)parlament.hu](mailto:adatvedelem(at)parlament.hu)

### **2. Legal basis and purpose of processing**

The data of the visitors to the House of Parliament shall be processed based on the consent of the data subject in compliance with Article 6(1)(a) of the GDPR.

The purpose of processing is to book appointments for visits and to confirm such appointments, and also to provide other information related to the registered visit.

### **3. Scope of the data processed, duration of processing**

Booking requires the provision of the name and email address of the person initiating the booking, as well as the number of visitors arriving with such initiating person, no other data need to be processed. Data shall be processed until the data subject's consent is withdrawn, which consent the data subject may withdraw at any time at its own discretion. In the absence of consent, the data processed electronically shall be automatically erased 6 months after their creation, paper-based documents are processed by the Office for the statutory retention period stipulated in the Document Management Policy, and then are deleted.

### **4. Data access, data security measures and data transfer**

Personal data provided by data subjects shall only be processed by the employees of the Office involved in organising visits to the House of Parliament. Such employees may only process personal data acting within their power and only for the purpose of performing their tasks. Personal data processed on paper shall be stored by the Office at its registered seat in wooden lockers in a protected facility.

Mail received to the [idegenforgalom\(at\)parlament.hu](mailto:idegenforgalom(at)parlament.hu) email address and the personal data therein shall be processed by the Office with the utmost care and attention under strict confidentiality, and only to the extent required for the purpose of using the services. Personal data generated in emails shall be stored by the Office on servers located at its registered seat, no services provided by third party providers shall be used with respect to storing or processing such data. By using the appropriate IT security

measures specified in the Office's IT Security Policy, the Office shall ensure that personal data provided by the data subjects are protected against, among other things, unauthorised access or unauthorised alteration. The IT system shall log all interventions. Visitor requests received by the Office shall be logged on the registration interface provided by Jegymester Kft. (H-1065 Budapest, Bajcsy-Zsilinszky út 31).

## **5. Rights of the data subject concerning data processing**

a) Right of access of the data subject to their personal data processed:

Data subjects may request information on their personal data processed, on the source of the data, the purpose, legal basis, duration of the processing, the name and address of the data processor, their activity related to the data processing, the circumstances, effects and measures to be taken to deal with any personal data breach, and, in the case of data transfer, its legal basis and its recipient.

b) Rectification of personal data processed:

The data subject may request the rectification of their personal data if they are incorrect or inaccurate.

c) The right of the data subject to erase personal data:

Data subjects may at any time request the erasure of their personal data processed. The relevant request shall be deemed to be the withdrawal of the consent to processing, as a consequence of which the personal data of the data subjects shall be erased by the Office. The erasure of data or the withdrawal of the consent may be initiated by writing to [idegenforgalom\(at\)parlament.hu](mailto:idegenforgalom@parlament.hu) or [adatvedelem\(at\)parlament.hu](mailto:adatvedelem@parlament.hu).

d) The data subject's right to restriction of their personal data:

If the data subject disputes the accuracy of their personal data processed, such personal data shall, upon request, be restricted until the controller checks their accuracy.

Information on the personal data processed, rectification, withdrawal of the consent to processing (erasure) or restriction shall be effected by the Office within 30 days of receipt of the request or, if this is not possible, the Office shall notify the data subject of the obstacle thereof, by indicating the factual and legal grounds for the rejection, together with the relevant information on remedies.

## **6. The possibility to enforce the rights of the data subject concerning data processing**

In the event of unlawful data processing experienced by the data subject, the data subject may, in the first instance, apply to the Office as the controller of their personal data, to remedy the infringement, or they may initiate an investigation with the [National Data Protection and Information Authority](#) (NAIH) or they may apply to the courts. By filing a notice with the NAIH (H-1055 Budapest, Falk Miksa utca 9-11, [ugyfelszolgalat\(at\)naih.hu](mailto:ugyfelszolgalat@naih.hu)), anyone may initiate an investigation by claiming that there has been a violation of rights concerning the processing of their personal data or there is an imminent threat thereof.

Anyone who believes that their rights have been infringed on as a result of data processing by the Office, may apply to the courts. The court shall give the case priority. Regarding the lawsuit, the Budapest-Capital Regional Court (H-1055 Budapest, Markó

u. 27) has jurisdiction, however, the lawsuit may also be initiated before the court of domicile or residence of the person initiating the action, subject to their choice.

.... May 2021