

Guidelines for data management and processing

of the data processing activities related to the international case competition organized by the Hungarian University of Agriculture and Life Sciences

1. Data Controller

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Name of Data Protection Officer:	Dr. Melitta Fuchs
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2. Legislative 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 international case competition (**hackathon**) (hereinafter referred to as the Competition):

- [THE 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 their personal data and on the free movement of such data, and repealing Regulation \(EC\) No 9](#) (hereinafter referred to as "GDPR")

3. The scope, purpose and legislative basis of the personal data processed

The University processes personal data for the purpose of registration for the Competition, the performance of tasks related to the organization and full implementation of the Competition, and the provision of related services. Details concerning the Competition are available in the [Call for Competition](#).

3.1. Competition registration

Personal data	Purpose of data management and processing	Legislative basis for data management and processing	Duration of data management and processing
Team name	identification, organization, conduct of the Competition, issuance of certificates, and communication	performance of contract [Article 6 (1) b) GDPR]	personal data shall be deleted following the final round of the Competition (16th May 2026).
University/institution			
Country			
Name of the Team Leader			
e-mail address			
telephone number			
educational details			
Name of the Team Member			
e-mail address			
telephone number			
educational details			
Name of the Mentor			
e-mail address			
telephone number			
educational details			

3.2. Online round

Personal data	Purpose of data management and processing	Legislative basis for data management and processing	Duration of data management and processing
Name	identification	performance of contract [Article 6 (1) b) GDPR]	until the end of the round
Video image			

3.3. Accommodation and travel arrangements

Personal data	Purpose of data management and processing	Legislative basis for data management and processing	Duration of data management and processing
Name	arrangement of group accommodation bookings, recording of preliminary reservations,	performance of contract [Article 6 (1) b) GDPR]	personal data shall be deleted following the final round of the Competition (16th May 2026).
Birth name			
Place of birth			
Date of birth			

Mother's name	organization of travel, and administration of flight tickets, visas, and residence permits		
Gender			
Place of residence			
Citizenship			
Identification document number			
Travel details			
Visa details			

3.4. Catering

Personal data	Purpose of data management and processing	Legislative basis for data management and processing	Duration of data management and processing
Food allergy	Provision of a special diet	consent [Article 6 (1) a), Article 9 (2) a) GDPR]	personal data shall be deleted following the final round of the Competition (16th May 2026).
Food intolerance			

4. Data security measures

4.1. Storage of data

The University collects and stores personal data electronically on its own server and within the data processing systems specified in this point. Given the state of the art, the University shall take technical, organisational and institutional measures to ensure a level of security appropriate to the risks associated with the processing of the data. Its IT systems and networks are protected against computer fraud, espionage, sabotage, vandalism, fire and flooding, computer viruses, computer intrusions and other attacks. Security is ensured through server-level and application-level protection procedures. It shall also take appropriate measures to protect personal data against, inter alia, unauthorised access, alteration, disclosure, transmission, disclosure, deletion, destruction, accidental destruction, damage or loss, and inaccessibility due to technical changes in the application.

In the course of data processing, the University engages the following data processors:

- For the purposes of communication and the conduct of the online round, Microsoft Magyarország Kft. (registered office: 1031 Budapest, Graphisoft Park 3.; tax number: 10836653-2-44; company registration number: 01-09-262313), the Hungarian subsidiary of Microsoft Corporation operating the corporate version of Microsoft 365 email (Microsoft Outlook) and communication (Microsoft Teams) services

- For the purposes of assisting in the organization and conduct of the Competition, Milestone Consulting Kft. (registered office: 1077 Budapest, Wesselényi u. 17., tax number: 22946632-2-42; company registration number: 01-09-945936)
- For the purposes of preparing and evaluating tasks and performing activities related to judging, Bonafarm Zrt. (registered office: 1123 Budapest, Alkotás utca 53., tax number: 14906222-4-43; company registration number: 01-10-046467)
- For the operation of the content management framework (Liferay) of the University's websites and the provision of related cloud services (e.g. hosting services), Liferay International Limited (registered office: 100 Mount Street Lower, D02TY46, Dublin 2, Ireland; registration number: IE507472) and Liferay Hungary Kft. (registered office: 1138 Budapest, Madarász Viktor u. 47. a-b. buildings, tax number: 22621528-2-41; company registration number: 01-09-936174)
- For the provision of server-side and application-side operation of the University's websites running on the Liferay framework, manufacturer support, website maintenance, development-related tasks, and the provision of additional storage necessary for operation and development, WSH Kft. (registered office: 1117 Budapest, Budafoki út 97., tax number: 12048898-2-43; company registration number: 01-09-461038)

4.2. Access to data

Your personal data may be accessed, to the extent necessary for the performance of their duties and strictly for specified purposes, by the staff members of the organizational units responsible for the organization and conduct of the Competition (Rector's Cabinet, Directorate for International Relations and Development, Media Centre, Institute of Food Science and Technology, and University Dormitory Directorate)

4.3. Transmission of data

In connection with travel arrangements, the University may transfer your personal data, for example for the purpose of administering visas and residence permits, to the competent authorities (National Directorate-General for Aliens Policing / Ministry of Foreign Affairs / Consular Services / Hungarian Embassies and Consulates abroad), to the extent necessary to achieve the intended purpose. If such data transfer takes place, you will be informed separately. The legal basis for such data transfers is generally the performance of a legal obligation [Article 6 (1) GDPR] or task carried out in public interest [Article 6 (1) e) GDPR].

5. The rights of subjects in relation to data processing

You may exercise your data subject rights in relation to data processing through the contact details specified in point 1. You may also contact the Competition's designated contact person directly via the contact details provided in the [Call for Competition](#). If you wish to exercise any of the rights listed below, please do so within the applicable data retention period; otherwise, we will only be able to inform you about the deletion of your personal data.

5.1. Right to withdraw consent

In respect of personal data processed on the basis of your consent, you may withdraw your consent to such processing at any time, without providing reasons. The withdrawal of consent shall not affect the lawfulness of data processing carried out prior to such withdrawal. Withdrawal of consent shall result in the deletion of your personal data [Article 7 GDPR].

5.2. Right of information and access to data

You may request information on whether your personal data is being processed and, if so, which personal data, on what legal basis, for what purpose, from what source and for how long. You may request access to the personal data processed, for example in the form of a copy. We will comply with your request within 30 days [Article 15 GDPR].

5.3. Right of rectification

You may request the rectification of your personal data such as the modification, correction or addition to your data. We will endeavour to respond to your request promptly [Article 16 GDPR].

5.4. Right to erasure and oblivion

You may request the erasure of your personal data. We will endeavour to respond to your request promptly, provided that the relevant legal conditions are met [Article 17 GDPR].

5.5. Right to restriction of data management and processing

You may request the restriction of data processing [Article 18 GDPR]

- if, in your opinion, they are inaccurate or not up to date. In this case, data management and processing will be suspended for the period of time necessary to 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 data, but you require them for the establishment, exercise or defence of legal claims.

5.6. Right to data portability

You are entitled to receive a copy of your personal data in a structured, commonly used and machine-readable format, or to request the direct transmission of your data to another data controller. We will comply with such request within one month. [Article 20 GDPR].

6. Legal remedies in relation to data management and processing

The University's Data Protection Officer is authorised to deal with any problems or comments relating to data management and processing. Please report the problem to the Data Protection Officer in the first instance, using 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 we will try to ensure that it does not happen again in the future.

If the problem cannot be solved or you are not satisfied with the solutions we have proposed, or if you believe that your data is being processed unlawfully, or if you want to enforce your rights, you can contact the court in the place of your residence or domicile or the National Authority for Data Protection and Freedom of Information (hereinafter referred to as the Authority):

Contact details of the Authority:

E-mail address: ugyfelszolgalat@naih.hu

Telephone number: 06-1-391-1400

Fax: 06-1-391-1410

Web: www.naih.hu

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

Postal address: 1363 Budapest, PO Box 9.