

DATA PROCESSING INFORMATION NOTICE

HUN-REN Research Centre for Natural Sciences
Central and Eastern European Proteomics Conference

I. PURPOSE OF THE DATA PROCESSING INFORMATION NOTICE, DESIGNATION OF DATA CONTROLLER AND DATA PROTECTION OFFICER

The HUN-REN Research Centre for Natural Sciences (registered seat: 1117 Budapest, Magyar tudósok körútja 2., registry identification number (PIR): 329497, hereinafter: **Data Controller** or **Company**) hereby issues this Data Processing Information Notice (hereinafter: **Notice**) pursuant to Regulation 2016/679/EU (hereinafter: **Regulation** or **GDPR**) regarding the "Central and Eastern European Proteomics Conference" event (hereinafter: **Conference**). The Data Controller shall make this Notice available in one printed copy at the Conference venue throughout the entire duration of the Conference, and shall publish it on its websites (<https://www.ttk.hun-ren.hu>, <http://proteomics.ttk.hu/19ceepe>) and make it accessible to everyone.

The Conference is organized and held by HUN-REN Research Centre for Natural Sciences.

The protection of your personal data is important to us, therefore we are committed to protecting your personal data. In this document, we inform you, as data subjects, about how we process your personal data and how you can contact us if you have any questions regarding your personal data and their processing.

Data Controller: who organizes and conducts the Conference, and processes personal data during the organization and conduct of the Conference

Company name: **HUN-REN Research Centre for Natural Sciences**

Registered seat: 1117 Budapest, Magyar tudósok körútja 2.

Website: <https://www.ttk.hun-ren.hu> E-mail: ttk@ttk.hun-ren.hu

Represented by: Dr. László Buday, Director General

E-mail: drahos.laszlo@ttk.hu (or ttk-titkarsag@ttk.hu)

Data Protection Officer contact details:

Address: 1062 Budapest, Andrássy út 112

E-mail: andras.gyorgy@sbgk.hu

This Notice applies to HUN-REN Research Centre for Natural Sciences as Data Controller and to you as a registrant for and participant in the Conference, as a data subject, because HUN-REN Research Centre for Natural Sciences learns about and processes your personal data during and for the purpose of organizing and conducting the Conference.

II. INFORMATION

Brief description of the Conference: CEEP (Central and Eastern European Proteomics Conference) is an annual professional forum of 100-150 participants for proteomics researchers. The main benefits of

the event include establishing international collaborations, learning about the latest results and measurement techniques, and supporting the professional development of young researchers and PhD students. The conference is free of charge, which facilitates the participation of young researchers in the event.

Personal data will be processed during the organization and conduct of the Conference, as follows:

A) REGISTRATION FOR THE CONFERENCE

Participants can register for the conference on the website <http://proteomics.ttk.hu/19ceepe>.

1.1. Purpose of data processing: We process personal data for the purpose of registration for the Conference

1.2. Data affected by the processing:

We process the following personal data during your registration (personal data of registrants):

a) name; b) workplace; c) city, country; d) telephone number; e) e-mail address; f) residential address, tax identification number.

The personal data is provided by the registrant themselves to the Data Controller on the above website.

1.3. Legal basis for data processing: the consent of the data subject - GDPR Article 6(1)(a)

This means that we only process your personal data with your consent. Consent can be given on the Conference website during registration electronically - by checking a box. For the 2025 Conference, consent is given in writing, on paper, by registrants for the Conference.

1.4. Categories of data subjects affected by data processing (i.e., whose data we process during registration): natural persons registering for the Conference

1.5. Categories of recipients (who learn about the personal data with us):

- MS Proteomics Research Group 106 staff members
- Glycan Biomarker Research Group 116 staff members

1.6. Data retention period (i.e., how long we will process the personal data): We delete your personal data within 3 months following the conduct of the Conference. We do not delete the email addresses of those who subscribe to newsletters related to our conferences from our system until they unsubscribe from the newsletter.

1.7. Source of data: provided by the data subject

1.8. Data transfer: No data transfer takes place to foreign organizations/companies or third countries.

1.9. Automated decision-making – including profiling – does not take place.

B) PARTICIPATION IN THE CONFERENCE

B1) PARTICIPANTS

For natural persons who are present at the Conference but not as invited speakers, we process the following personal data in addition to the personal data provided at registration, as follows:

1.1. Purpose of data processing: we process personal data for the purpose of conducting the Conference

1.2. Data affected by the processing:

During the conduct of the Conference, we process the following personal data of participants:

a) name, b) date of birth; c) residential address, tax identification number - We need this data if the participant requests an invoice for meals. d) photographs.

We receive the personal data from you as the data subject.

We inform you that the Data Controller takes photographs at the Conference, in which you may also appear. The Data Controller will display the photographs on the websites specified in this Data Protection Notice.

1.3. Legal basis for data processing: the consent of the data subject (GDPR Article 6(1)(a))

This means that we can only process your personal data with your consent. Consent can be given on the Conference website during registration electronically - by checking a box. For the 2025 Conference, participants give consent in writing, on paper.

1.4. Categories of data subjects: participants in the Conference

1.5. Categories of recipients (who are entitled to learn about the personal data):

- MS Proteomics Research Group 106 staff members
- Glycan Biomarker Research Group 116 staff members

1.6. Data retention period (i.e., how long we will process the personal data): We delete your personal data within 3 months following the conduct of the Conference. We do not delete the email addresses of those who subscribe to newsletters related to our conferences from our system until they unsubscribe from the newsletter.

1.7. Source of data: provided by the data subject.

1.8. Data transfer: No data transfer takes place to foreign organizations/companies or third countries.

1.9. Automated decision-making – including profiling – does not take place.

B2) INVITED SPEAKERS

Among the Conference participants, there are natural persons who participate in the conference as invited speakers. In their case, video recordings are also made of the presentations they deliver. The video recording of presentations is an obligation of the Conference organizer, given that it is a requirement of a grant utilized by the organizer. For these speakers, in addition to the data processed during registration and participation, the data processing specified in this section also takes place.

1.1. Purpose of data processing: regarding the video recording: recording presentations on video for the purpose of fulfilling grant requirements and scientific documentation of the presentation, which will be extremely useful for researchers in the future. Regarding passport number, expiration date, date of birth, residential address, tax identification number: booking flights and accommodation for speakers.

1.2. Data affected by the processing:

During the conduct of the Conference, we process the following personal data of speakers (in addition to the personal data specified in sections A and B1):

a) video recording of the speaker (image and sound) b) passport number, passport expiration date, date of birth - for purchasing flight tickets; c) tax identification number, residential address, date of birth - for accommodation booking.

1.3. Legal basis for data processing: the consent of the data subject (GDPR Article 6(1)(a))

This means that we can only process your personal data with your consent. Consent is given in paper form.

1.4. Categories of data subjects: invited speakers participating in the Conference

1.5. Categories of recipients (who are entitled to learn about the personal data):

- MS Proteomics Research Group 106 staff members
- Glycan Biomarker Research Group 116 staff members
- IT Department staff member - regarding video recordings

We inform you that the video recording of the presentation will be published on the Conference website!

1.6. Data retention period (i.e., how long we will process the personal data):

- we archive the video recording 5 years after the Conference takes place
- we delete other personal data within 3 months after the Conference takes place.

We do not delete the email addresses of those who subscribe to newsletters related to our conferences from our system until they unsubscribe from the newsletter.

1.7. Source of data: provided by the data subject.

1.8. Data transfer: No data transfer takes place to foreign organizations/companies or third countries.

1.9. Automated decision-making – including profiling – does not take place.

C) NEWSLETTER

There is an option to subscribe to newsletters related to our conferences. Subscription is possible during registration by checking the appropriate box.

You are free to decide whether you wish to receive newsletters from us. We will not contact you with our newsletters until you subscribe to them. We inform you that our newsletters are not sent in a personalized manner, but we send our newsletters about conferences to all subscribers.

If you have subscribed to our Newsletter and wish to unsubscribe, you can unsubscribe via the link at the end of our newsletter or by sending a letter to the email address ceepc@ttk.hu. From a data protection law perspective, this constitutes a withdrawal of the data subject's consent, which does not affect the lawfulness of data processing prior to the withdrawal.

During newsletter subscription, we process the following personal data:

1.1. Purpose of data processing: sending information in newsletters to subscribers about our future conferences.

1.2. Data affected by the processing:

a) name,

- b) workplace;
- c) city, country;
- d) e-mail address,
- e) the subscriber's statement that they wish to receive newsletters

Of the natural person subscribing to the newsletter.

1.3. Legal basis for data processing: the consent of the data subject (GDPR Article 6(1)(a))

This means that we can only process your personal data with your consent. Consent is given during newsletter subscription electronically - by checking a box.

1.4. Categories of data subjects: natural persons subscribing to the newsletter

1.5. Categories of recipients (who are entitled to learn about the personal data):

- MS Proteomics Research Group 106 staff members
- Glycan Biomarker Research Group 116 staff members

1.6. Data retention period (i.e., how long we will process the personal data):

- we process the subscriber's statement (subscription and unsubscription) for 1 year following the unsubscription
- other personal data, since they are otherwise also processed for the purpose of conducting the Conference, are therefore stored for the period specified in the relevant sections

We do not delete the email addresses of those who subscribe to newsletters related to our conferences from our system until they unsubscribe from the newsletter.

1.7. Source of data: provided by the data subject.

1.8. Data transfer: No data transfer takes place to foreign organizations/companies or third countries.

1.9. Automated decision-making – including profiling – does not take place.

III. DATA PROCESSORS

Data processor regarding Conference dinner:

Company name: **KROMKORM Kft.**

Mailing address: 2120 Dunakeszi, Kiss József utca 9.

E-mail address: info@kromkorm.hu

Telephone number: +36 30 579 5356

The Data Processor performs the following activity on behalf of the Data Controller: if a participant requests an invoice for the conference dinner, the Data Processor issues the invoice.

IV. DATA SUBJECT RIGHTS

The data subject is entitled to the following rights:

- **Right of access:** The data subject has the right to receive information about whether their personal data is being processed and to request access to such data.

- **Right to rectification:** The data subject may request that inaccurate or incomplete personal data be corrected or completed.
- **Right to erasure:** The data subject may request the deletion of their personal data if, for example, the data is no longer necessary or they withdraw their consent.
- **Right to restriction of processing:** The data subject may request restrictions on the use of data, may request that their data be processed only in a restricted manner.
- **Right to data portability:** The data subject has the right to receive their data in a structured, machine-readable format and to transfer it to another data controller.
- **Right to withdraw consent:** The data subject may withdraw their consent at any time without affecting the lawfulness of data processing prior to the withdrawal.
- **Right to lodge a complaint:** The data subject may lodge a complaint with the supervisory authority (in Hungary, this is the National Authority for Data Protection and Freedom of Information, NAIH) if they feel their rights have been violated.
- **Right to judicial remedy:** If the data subject believes that the data controller or data processor has violated the provisions of the GDPR and is processing their personal data unlawfully, they may apply to a court for legal remedy.

The Data Controller specifically informs the data subject that they may withdraw their consent at any time by written statement sent to the Data Controller's postal address or email address. The withdrawal does not affect the lawfulness of prior data processing.

By post: HUN-REN Research Centre for Natural Sciences - 1117 Budapest, Magyar tudósok körútja 2.

By electronic mail: drahos.laszlo@ttk.hu

The data subject's right to lodge a complaint and seek legal remedy

We suggest that prior to initiating the procedures specified in this section of the Notice, you contact our Company with your complaints, comments, and questions at any of the contact details specified below:

Data Controller at the following contact details:

HUN-REN Research Centre for Natural Sciences - 1117 Budapest, Magyar tudósok körútja 2.

E-mail: ttk@ttk.hun-ren.hu

Represented by: Dr. László Buday, Director General

E-mail: drahos.laszlo@ttk.hu or ttk-titkarsag@ttk.hu

Right to lodge a complaint with the supervisory authority

The data subject may exercise their right to lodge a complaint at the following contact details:

National Authority for Data Protection and Freedom of Information

Registered seat: 1055 Budapest, Falk Miksa utca 9-11.

Postal address: 1363 Budapest, P.O. Box 9.

Telephone: +36 30 683 5969, +36 30 549 6838, +36 1 391 1400 Fax: +36 1 391 1410

E-mail: ugyfelszolgalat@naih.hu

Website: naih.hu

Proceedings against the supervisory authority must be initiated before the court of the supervisory authority's registered seat.

Right to judicial remedy

The data subject may - at their choice - bring an action before the competent court of their place of residence or place of stay.

V. PROCEDURE APPLICABLE TO DATA SUBJECT REQUESTS

The Data Controller facilitates the exercise of data subject rights. The Data Controller may not refuse to fulfill a request for the exercise of data subject rights unless it proves that it is unable to identify the data subject. The Data Controller shall evaluate the request submitted by the data subject within the shortest possible time, but no later than 30 (thirty) days from its submission, and shall notify the data subject of its decision (in writing or, if the data subject submitted the request electronically, electronically).

The request may be submitted as follows:

By post: 1117 Budapest, Magyar tudósok körútja 2.

Electronically: drahos.laszlo@ttk.hu or ttk-titkarsag@ttk.hu

We suggest that data subjects contact our Company with their complaints, comments, and questions at any of the contact details specified in this section before initiating the procedures specified in this Notice.

VI. CLOSING PROVISIONS

For matters not regulated in this Notice, the following legislation shall apply:

- a) Section 2:43 of Act V of 2013 on the Civil Code (Civil Code);
- b) Regulation 2016/679/EU (GDPR).

Budapest, 13 October 2025

HUN-REN Research Centre for Natural Sciences Data Controller