

Privacy Policy

The University of Debrecen Faculty of Music organise the 5th scientific conference in cooperation with the Foundation for the Art of the Future, the Doctoral Programme in Education and Cultural Studies of and the Specialised Committee on Education, Cultural Studies and Psychology of the Academy of Sciences of the Hungarian Academy of Sciences between 21-22 March, 2025 under the title "Challenges of the 21st Century in the World of Music Pedagogy and Music Life".

The **University of Debrecen Faculty of Music (Data Controller)** pays special attention to the protection of personal data and always ensures fair and transparent data management, the basic requirement of which is adequate information regarding the processing of data.

The Data Controller provides the following information regarding the organization and coordination of the Conference in accordance with the legal provisions governing the protection of personal data, in particular the GDPR:

Name and contact details of the Data Controller

Data Controller	University of Debrecen Faculty of Music
Place of data processing	University of Debrecen Faculty of Music
Represented by	Péter Lakatos DLA, dean
Residence	H-4032 Debrecen, Nagyerdei krt. 82.
E-mail	music@music.unideb.hu
Phone number	+36 52 512 900 / 23811

Legislation on data management

The following legal provisions apply to the **University of Debrecen Faculty of Music, as Data Controller**:

- 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 personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: GDPR),
- Act CXII of 2011 on informational self-determination and freedom of information,
- Act C of 2000 on accounting.

Data processing performed by the data controller

1. Online application for the Conference at the

<https://konferencia.unideb.hu/en/musiceducation> website

1.1. *Aim of data processing:* Application for the Conference. The organiser shall store the personal data provided in the application form in a database for the organisation, coordination the event and for keeping contact and informed.

1.2. *Processed set of data:* Name, degree, institute, e-mail address, the fact of the applicant's PhD or university student status, intention to give a presentation, language

of the presentation, title of the presentation, keywords of the presentation, abstract, references, billing data (billing name, billing address, VAT number).

- 1.3. *Legal basis of the data processing:* Consent of the data subject (applicant) according to the item a) of the paragraph (1) of the article 6 of the GDPR.
- 1.4. *Period of data processing:* Until the withdrawal of the consent, but at the latest until the end of the Conference.
- 1.5. *Scope of people having access:* Employees authorised to perform data processing for the data controller.

2. Data processing regarding the billing of the registration fee

- 2.1. *Aim of data processing:* Issue of a bill for the paid registration fee, its storage and bookkeeping.
- 2.2. *Processed set of data:* Billing name, billing address, VAT number., bank account number.
- 2.3. *Legal basis of the data processing:* Performance of legal obligation according to the item c) of the paragraph (1) of the article 6 of the GDPR.
- 2.4. *Period of data processing:* The accounting records and the instruments of strict accountability shall be stored by the data controller for at least 8 years according to the paragraph (2) of the section 169 and the paragraph (6) of the section 166 of the Act C of 2000 on Accounting.
- 2.5. *Scope of people having access:* Employees of the data controller authorised to perform data processing.
- 2.6. *Data processor:* A Jövő Művészetéért Alapítvány [Foundation for the Future of the Art] (H-4032 Debrecen, Nagyerdei krt. 82.) to perform billing tasks, and its contracted accountant (Tünde Nagy, H-4028 Debrecen, Gáborjáni Szabó utca 15.) to perform bookkeeping and taxation tasks.

3. Data processing related to submitted abstracts

- 3.1. *Aim of data processing:* Evaluation of submitted abstracts, assignment of sections, editing of the abstract volume, which will be published electronically on the website <https://konferencia.unideb.hu>.
- 3.2. *Processed set of data:* Author's name, title of the presentation, abstract, keywords.
- 3.3. *Legal basis of the data processing:* Performance of a task in the public interest according to the item e) of the paragraph (1) of the article 6 of the GDPR.
- 3.4. *Period of data processing:* Until the publication is published, at the latest until archiving. In the case of the abstract volume published on the event's website, until archiving.
- 3.5. *Scope of people having access:* Employees of the data controller authorised to perform data processing.

4. Making photos in mass events, their editing for publication, publishing on websites, social networking and their use in PR materials

- 4.1. *Aim of data processing:* Documentation of the Conference – as events related to the operation of the University of Debrecen and the university life –, the precise and authentic publication thereof together with the written press publications on the websites www.unideb.hu and www.music.unideb.hu, the official social networking sites of the University of Debrecen Faculty of Music (Facebook, Instagram) and the use thereof to make PR materials.
- 4.2. *Processed set of personal data:* Photos.
- 4.3. *Legal basis of the data processing:* Legitimate interest according to the item f) of the paragraph (1) of the article 6 of the GDPR. Pursuant to the section 10 of the Act CIV of

2010 on the Freedom of the Press and the Fundamental Rules of Media Content, everyone shall be entitled to get appropriate information [...] about the local [...] public affairs. The task of the whole media system shall be the authentic, rapid and precise information about these affairs and events. The data controller presents the legitimate interest in an [interest balancing test](#).

- 4.4. *Period of data processing*: Until the existence of the organisational unit. Continuous. The data are electronically archived in a computer protected by a strong password.
- 4.5. *Scope of people having access*: Employees of the data controller authorised to perform data processing.
- 4.6. *Data transfer*: To any press organ initiating the receipt of the news, by indicating the source.

5. Making unique photos, their editing for publication, publishing on websites and social networking

- 5.1. *Aim of data processing*: Recording the Conference – as events related to the operation of the University of Debrecen and the university life –, the precise and authentic publication thereof together with the written press publications on the following websites:
 - website of University of Debrecen: www.unideb.hu
 - website of University of Debrecen Faculty of Music: www.music.unideb.hu
 - Facebook site of University of Debrecen Faculty of Music: <https://www.facebook.com/musicfaculty>
 - Instagram site of University of Debrecen Faculty of Music: <https://www.instagram.com/dezk.official/>
- 5.2. *Processed set of personal data*: Photos.
- 5.3. *Legal basis of the data processing*: Consent of the data subject (applicant) according to the item a) of the paragraph (1) of the article 6 of the GDPR.
- 5.4. *Period of data processing*: Until the withdrawal of the consent. Continuous. The data are electronically archived in a computer protected by a strong password.
- 5.5. *Scope of people having access*: Employees of the data controller authorised to perform data processing.
- 5.6. *Data transfer*: To any press organ initiating the receipt of the news, by indicating the source.

We would like to inform data subject (applicant) that due to the nature of internet technology, after the photograph has been made public, other media content providers may also take it over, copy it, and publish it on their own media provider's interface.

6. Use of unique photos to make PR materials

- 6.1. *Aim of data processing*: Performing the PR activity of the University of Debrecen, care of the reputation of the university, promotion of the institution and the Conference, informing the public, using photos in other university publications (posters, flyers, other promotional publications).
- 6.2. *Processed set of personal data*: Photos.
- 6.3. *Legal basis of the data processing*: Consent of the data subject (applicant) according to the item a) of the paragraph (1) of the article 6 of the GDPR.
- 6.4. *Period of data processing*: Until the withdrawal of the consent.
- 6.5. *Scope of people having access*: Employees of the data controller authorised to perform data processing.

7. Keeping a record of attendance at the conference

- 7.1. *Aim of data processing:* Documentation of the registered applicant's participation in the conference.
- 7.2. *Processed set of personal data:* Name, signature.
- 7.3. *Legal basis of the data processing:* Performance of a task in the public interest according to the item e) of the paragraph (1) of the article 6 of the GDPR.
- 7.4. *Period of data processing:* According to the document management policy.
- 7.5. *Scope of people having access:* Employees of the data controller authorised to perform data processing.

8. Providing a neck pass for the participants of the conference

- 8.1. *Aim of data processing:* Identification of conference participants.
- 8.2. *Processed set of personal data:* Name.
- 8.3. *Legal basis of the data processing:* Performance of a task in the public interest according to the item e) of the paragraph (1) of the article 6 of the GDPR.
- 8.4. *Period of data processing:* According to the document management policy.
- 8.5. *Scope of people having access:* Employees of the data controller authorised to perform data processing.

9. Data processing related to the compilation of the program booklet

- 9.1. *Aim of data processing:* In order to facilitate information for conference participants, the organizers will prepare a detailed conference program in electronic and printed form, which will be published on the conference website and handed over at the conference venue.
- 9.2. *Processed set of personal data:* Name of speaker, title of presentation, name of institution
- 9.3. *Legal basis of the data processing:* Performance of a task in the public interest according to the item e) of the paragraph (1) of the article 6 of the GDPR.
- 9.4. *Period of data processing:* According to the document management policy.
- 9.5. *Scope of people having access:* Employees of the data controller authorised to perform data processing.

10. Camera surveillance at the venue of the Conference

There is a camera surveillance system at the venue of the Conference. The Privacy Policy of the camera surveillance system is available at the conference venue.

Data security measures

The **data controller** shall ensure the security of the data and shall take technical measures to ensure that the recorded, stored and processed data will be protected, and shall do everything possible to prevent their destruction, unauthorized use and unauthorized alteration. Shall also undertakes to call on all third parties to whom the data may be transferred to fulfil their obligations in this regard. The data controller stores and processes your data in its computer database on official, password-protected computers of employees authorized to access it.

Rules on the rights of data subjects (applicants) and exercising thereof

Right of information: According to the paragraph (1) of the article 15 of the GDPR, data subjects shall have the right to obtain information about the personal data processed by data controller.

Right to request copy: On the basis to the paragraphs (3)-(4) of the article 15 of the GDPR, data subjects shall have the right to request the copy of your personal data processed by the data controller.

Right to rectification: According to the article 16 of the GDPR, your personal data shall be modified and rectified according to your request.

Right to restriction of processing: Data subjects may request the restriction of data processing in the following cases:

- if data subject challenges the accuracy of the personal data, data processing shall be restricted until the data controller checks the accuracy of the personal data;
- the processing is unlawful and data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- the data controller no longer needs the personal data, but data subject requires these data for the establishment, exercise or defence of legal claims; or
- if data subject exercises the right to object, data processing shall be restricted until the lawfulness of his/her request is assessed.

Right to object: The data subject shall have the right to object at any time, on grounds relating to his/her particular situation, to the processing of his/her personal data on the basis of item e), f) of the paragraph (1) of the Article 6 of the GDPR. In this case, the data controller may no longer process the personal data unless demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedom of the data subject or for the establishment, exercise or defence of legal claims.

Right to erasure: According to the paragraph 1) of the article 17 of the GDPR, you may request the erasure of your disclosed personal data.

Possibilities of the enforcing of rights

If data subject thinks that the data processing of the **data controller** is not in compliance with legal regulations, may initiate a procedure in the Hungarian National Authority for Data Protection and Freedom of Information (registered seat: H-1363 Budapest, P.O. Box 9, e-mail address: ugyfelszolgalat@naih.hu) or may request judicial remedy.

13 January, 2025

Péter Lakatos DLA
dean, University of Debrecen Faculty of Music