INFORMATION LEAFLET ABOUT PROCESSING DATA RELATED TO REGISTRATION FOR AND PARTICIPATION IN THE 56th INTERNATIONAL GAS CONFERENCE

In accordance with Articles 13 and 14 of 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 personal data and on the free movement of such data, and repealing Directive 95/46/EC, Controller hereby provides the following information for Data Subjects about the processing of personal data related to registration for and participation in the 56th International Gas Conference (hereinafter referred to as Event):

1. Controller

Controller 1:	**MVM Energetika Zrt.**
Seat:	1031 Budapest Szentendrei út 207-209.
Postal address:	1031 Budapest Szentendrei út 207-209.
Website:	www.mvm.hu
E-mail address:	mvm@mvm.hu
Phone:	+ 36-1-304-2000
Data Protection Officer:	dr. Flóra Józan (dpo@mvm.hu)

Regarding this information leaflet, personal data means any information relating to an identified or identifiable natural person ("**Data Subject"**). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier (such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity) of that natural person. In connection with this data processing, the Data Subject is the natural person registering for and participating in the conference.

2. Major legislation governing this data processing

- Regulation (EU) No 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 (General Data Protection Regulation or GDPR)
- Act No. CXII of 2011 on the Right of Informational Self-Determination and on Freedom of Information;

3. Legal basis for data processing

Except for the data processing purpose set out in Section 4 d), the legal basis for data processing shall be Article 6 (1) a) of the General Data Protection Regulation (data processing based on consent).

- **By ticking the checkbox on the registration website or sending your registration, you give your consent to The Controller to process (to collect, record, organize, store, use, query, transmit, block, delete, destroy, prevent further use of) of your personal data as specified in Section 4 a)-c) and e) of this Notice for the purposes of general conference management, and with your specific consent, for the purpose specified in Section 4 f) for communication between participants, in accordance with the provisions outlined in Section 5 according to this Information Leaflet.**

- **The provision of your personal data is your decision.**

- **However, please be informed that in the absence of your full name, your workplace name and address, your e-mail address and phone number – also having regard to**

Section 5 –, we cannot accept the registration, in which case the registration is not carried out.

- **Please be informed and note in particular that in the context of this consent, you also give consent to the data processing purpose as per Section 4 c) below, to the effect that in case of any video, image and sound recorded or photo taken of you during the Event, personal data contained in such audio and video materials can be used by the Controller in the printed and online materials or (public, where applicable) coverage of the Event. However, you may expressly object to this when entering the Event venue, and the Controller will provide participants with the option to wear a "No-Photo" sign and will take reasonable measures to ensure that no individual or close-up photographs, video recordings or audio recordings are made of such participants or subsequently used. This does not apply to the incidental appearance of a Data Subject in crowd or wide-angle recordings where the Data Subject is not the primary subject of the recording.**

- **You are free to withdraw your consent at any time and for each data processing purpose – with the exception of the data processing purpose as per Section 4 d) below – at the electronic contact details provided by the Controller, but the withdrawal of consent shall not affect the lawfulness of data processing prior to withdrawal.** Controller shall construe any incomplete, inconsistent or incomprehensible mark as a denial of consent.

An additional legal basis for data processing regarding the data processing purpose set out in Section 4 d) shall be Article 6 (1) (b) of the General Data Protection Regulation (processing necessary for the performance of a contract).

4. Purposes of data processing

a) Facilitating registration for and entry to the Event.
b) Further use of data for the purpose of organizing and conducting a new Event held by the Controller in the same subject following the event, in order to deliver electronic advertisements, newsletters, information or other dedicated content.
c) In case of any video, image and sound recorded or photo taken during the Event, the use of personal data contained in such audio and video materials in the Controller's printed and online materials and in the (public, where applicable) coverage of the Event including crowd and wide-angle recordings made in the common areas of the Event (unless the Data Subject has expressly objected to the recording of such audio and visual materials during the on-site registration at the Event venue; such objection shall not apply to the incidental appearance of the Data Subject in crowd or wide-angle recordings where the Data Subject is not the primary subject of the recording).Establishing the contract facilitating participation in the Event, determining and amending its content, monitoring its performance, invoicing the fees arising therefrom and enforcing any claims related thereto.
d) Receiving messages from the participants of the Event for the Data Controller, keeping contact and administration with the Data Controller.
e) Providing opportunities for participants to build relationships with each other.

5. Scope and source of processed data

Scope of data	Why required and which data processing purpose it fulfils
Full name	In order to fulfil the purposes as per Section 4 a) and b) above, especially to identify the participating natural person, to keep contact, to provide name badges, to organize and conduct a new event held by the Controller in the same subject following the event, for the

	purpose of delivering electronic advertisements, newsletters, information or other dedicated content. In addition to this, it is also necessary for the fulfilment of the purpose set out in Section 4 d) above, namely to establish the contract facilitating participation in the Event, determining and amending its content, monitoring its performance, invoicing the fees arising therefrom and enforcing any claims related thereto. It is also required for the purpose of Section 4 e) and f) above, i.e. to keep contact with Event participants and to perform administration for the Data Controller, as well as in order to ensure the possibility of networking among the participants, if the Data Subject has given his or her specific consent.
Billing address and tax number of the Data Subject's workplace, the name of the account keeping bank and the bank account number of the Data Subject or their workplace	Data required for issuing invoices as per Section 4 d) above.
Workplace (Organization)	Processing is related to the purpose as per Section 4 a) above, as it is indicated on the name tag of the Data Subject. In addition to this, it is also necessary for the fulfilment of the communication purpose set out 4 f) above, if the Data Subject has given his or her specific consent.
Position, job title	Processing is related to the purpose as per Section 4 a) above, as it is required for the Data Subject's registration, and also justified by a possible identity of names.
E-mail address	Data required for registration and messaging purposes, to fulfil the data processing purposes as per Section 4 a) and e) above. It is required to contact and register the participating Data Subject, and it is technically indispensable for the provision of service.
Phone number	In relation to the data processing purpose as per Section 4 e) above, it is required for on-site communication with the Data Subject.
Image and sound	In relation to the data processing purpose referred to in Section 4(c) above, photographs and audio and video recordings may be made during the Event, due to the nature of the Event as a professional conference, which needs to be appropriately documented in order to ensure that both participants and the wider professional community can be adequately informed about the Event at a later stage. You may expressly object to the making and use of such recordings upon entering the Event venue. The Data Controller provides participants with the option of wearing a "No-

	Photo" identifier and will take reasonable measures to ensure that no individual or close-up photographs, video or audio recordings are made of such participants or subsequently used. This does not apply to the incidental appearance of the Data Subject in crowd or wide-angle recordings where the Data Subject is not the primary subject of the recording.
Address	Establishing the contract facilitating participation in the Event, determining and amending its content, monitoring its performance, invoicing the fees arising therefrom and enforcing claims related thereto, in order to fulfil the data processing purpose as per Section 4 d) above.
Speaker Profile Information	In the case of speakers, the Data Controller may process the speaker's profile photograph, short professional biography and, where provided by the speaker, the URL of their LinkedIn or other professional profile. The processing of such data is related to the purpose of processing set out in Section 4(a) above and is carried out for the purposes of organising, preparing, publishing and communicating the Event's professional programme, as well as presenting the speakers.
Interests	In relation to the data processing purpose as per Section 4 f) above, i.e. to facilitate the networking of participants among themselves, if the Data Subject has given his or her specific consent.

Source of processed data: directly from the Data Subject or the Data Subject's employer (workplace).

6. Persons entitled to access data

Name of Recipients	Purposes of disclosure
Agencies assigned with event organisation and management, media appearance.	*Data Processors: managing the Event, preparing and publishing communication materials online and offline.*
MVM Informatika Zrt.	*Data Processor: the IT company performs internal data processing/IT support in relation to the Event.*
MVM Services Zrt.	*Data Processor: provide financial and accounting services to the Controller with regard to the Event.*

In principle, personal data of the data subject can be accessed by the employees of the Controller for the purpose of performing their duties. Hence for example, by the Controller's staff in charge of event organizing for the sake of organisation. Personal data will be transferred to the above **Recipients**. Controller may disclose the data subject's personal data to state agencies in exceptional cases only. Hence, for example if a court proceeding is initiated in an ongoing legal dispute

between the Controller and the data subject, and the competent court requires the disclosure of documents containing the data subject's personal data, Controller is requested by the police authority to disclose personal data of the data subject for the purposes of an investigation. Furthermore, for example, personal data may also be disclosed to Controller's legal counsel providing legal representation in case of a legal dispute between the Controller and the data subject.

7. Period for which data will be processed

Controller shall process personal data processed on the basis of the Data Subject's consent – in relation to the data processing purposes as per Section 4 a)-c) and e) and f), excluding purpose d) – no longer than until the Data Subject's consent is withdrawn. In the absence of withdrawal, for the following periods.

a) For 2 years following the end of the Event.
b) For 5 years following the end of the Event, to inform participants of similar events in subsequent years.
c) Videos, photographs and audio recordings taken at the event will be stored for as long as the event's historical archive is maintained, to preserve the memories of the Controller's professional events, e.g. for later anniversary publications.
e) Until the end of the Event.
f) Until the end of the Event.

In case of data processing purpose under 4 d), processing shall take place until the expiry of the limitation period for claims arising from the contract facilitating participation, typically being 8 years in the case of accounting.

8. Data security

Controller stores the personal data provided by the data subject at its registered seat or branch. Controller uses the services of the data processor specified under the above **Recipients** for processing the personal data of the data subject.
Controller takes the required information security measures to protect the data subject's data inter alia from unauthorized access or from unauthorized alteration. Hence, for example, any access to data stored on the servers are logged, based on which it can be checked at any time who and when accessed what kind of personal data. Controller takes the required organizational measures to prevent the disclosure of personal data to an undetermined number of people.

9. Other

Personal data will not be transferred to **a third country or an international organization**.
Neither **automated decision making**, nor **profiling** will be carried out during personal data processing specified herein.

10. Rights, enforcement and legal remedies related to data processing

10.1. Rights related to data processing

Data Subjects shall have the right to:

- obtain adequate and transparent information, including confirmation from the Data Controller as to whether their personal data are being processed;
- request the rectification of their inaccurate personal data;
- request the erasure of their personal data processed where the processing is based solely on the data subject's consent or where the data are no longer necessary for the purposes they were collected for, or where the processing is unlawful;
- exercise the right to the portability of their personal data, that is, the right to receive their personal data in a commonly used machine-readable form, to transmit them to another controller or to request such a transfer, provided that data processing is automated and based on a contract or consent and that the exercise of that right does not adversely affect the legitimate interests or freedoms of others;

- request the restriction of the processing of their personal data (for example, where the accuracy of the data processed is contested or where the unlawfulness of the processing has been established, until the clarification of these circumstances);
- object to the processing of their personal data (for example, where the legal basis for the processing is pursuing the legitimate interests of the controller or a third party) or withdraw consent at any time,
- apply to a supervisory authority or a court if the processing is believed to be unlawful.

10.2. Content of certain rights of the data subjects

a) right of access to personal data: data subject shall have the right to obtain from the controller confirmation as to whether their personal data are being processed and, where that is the case, access to the following information:

- the categories of personal data processed,
- the purposes of data processing,
- the recipients to whom their personal data have been or will be disclosed,
- the envisaged period for which data will be stored, or the criteria used to determine that period
- the existence of the right to request from the controller rectification or erasure of personal data or restriction of processing of personal data concerning the data subject or to object to such processing;
- where the personal data are not collected from the data subject, information as to their source,
- the right to lodge a complaint with a supervisory authority,
- if there is automated decision-making, profiling during data processing: its fact, the logic involved, as well as the envisaged consequences thereof for the data subject;
- in accordance with the above, the data subject shall have the right to obtain access to the data relating to him or her, without prejudice to the personal rights of others, and receive a copy of the data free of charge on one occasion.

b) right to rectification: the data subject shall have the right to obtain from the controller without undue delay the rectification of inaccurate personal data concerning him or her, and to have incomplete personal data completed, inter alia by means of providing a supplementary statement.

c) Right to erasure: the data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay if:

- the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed or;
- where data processing is based on the data subject's consent, which the data subject withdraws, and there is no other legal ground for the processing or;
- the data subject objects to the data processing, and there are no overriding legitimate grounds for the processing or;
- the personal data have been unlawfully processed or;
- the personal data have to be erased for compliance with a legal obligation to which the Data Controller is subject or;
- the personal data have been collected in relation to the offer of information society services.

There may exist legitimate reasons or interests allowing for the processing of the data subject's data even if he or she requested their erasure (e.g.: exercising the right to freedom of expression and information, or if it is necessary for the establishment, exercise or defence of legal claims or if data processing is required by law).

d) right to restriction of processing: data subject shall have the right to obtain from the Data Controller restriction of processing if:

- the accuracy of personal data is contested by the data subject (in which case restriction applies until the Data Controller verifies the accuracy of the personal data) or;
- data processing is unlawful and the data subject requests the restriction of their use instead of erasure or;
- the Data Controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defence of legal claims; or
- the data subject has objected to the data processing (in which case restriction applies until it is established whether the legitimate grounds of the Data Controller override those of the data subject);

During the period of restriction, except in cases of important public interest or for the protection of the rights of individuals, no processing operations other than the separate storage of the data concerned may be carried out

e) right to data portability: data subject shall have the right to receive the personal data concerning them, which they have provided to a data controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another data controller. The data subject has this right where data processing is based on his or her consent or on a contract concluded by him or her and is carried out by automated means. The exercise of the right shall not adversely affect the rights and freedoms of others.

f) right to object: where the legal basis for processing is a legitimate interest pursued by the controller or where processing is necessary for the performance of a task carried out by the controller for reasons of public interest, the data subject has the right to object at any time, on grounds relating to his or her particular situation, to processing of his or her personal data. In this case, Data controller shall no longer process the personal data unless the data controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.

10.2.1. Exercise of the rights of the data subject depending on the legal basis of processing

Data subject rights may be exercised depending on the legal basis of processing, as follows								
	Information to be provided		**access** (Art. 15, Pream 60-63)	**rectification + completion** (Art. 16,	**erasure/ to be forgotten** (Art. 17, Pream 65, 66)	**restriction** (Art. 18)	**data portability** (Art. 20, Pream 68)	**objection** (Art. 21, Pream 69, 70)
	where personal data are collected from the data subject	**where personal data have not been obtained from the data subject**						

				Pream 65)				
ART. 6 (1) a) GDPR / consent	yes	yes	yes	yes	yes	yes	yes	**NO**
ART. 6 (1) b) GDPR / contract	yes	yes	yes	yes	**NO**	yes	yes	**NO**
ART. 6 (1) c) GDPR / legal obligation	yes	**NO**	yes	yes	**NO**	yes	**NO**	yes
ART. 6 (1) f) GDPR / legitimate interests	yes	yes	yes	yes	yes*	yes	**NO**	yes

*actual erasure depends on the outcome of the balance of interests

10.3. Enforcement and legal remedies related to data processing

Contacting the Controller

To enforce their rights related to data processing or if they have any questions or doubts regarding their data processed by the Data Controller or if they require information or wish to file a complaint regarding their data, or if they intend to exercise a right as per Section 10.1, a so called data subject request shall be submitted primarily in writing by ordinary mail or e-mail to the contact details of the Controller specified in Section 1.

We recommend you to contact the Data Controller in advance should you plan to apply to the supervisory authority or court, as the required information regarding your questions or requests for remedies is available at the Data Controller.
Your request will be examined within 1 month, which may be extended by a further 2 months taking into account the complexity of the case.

Initiation of court procedure

Data Subjects shall have the right to apply to court against the Controller, or the data processor – in relation to the data processing procedures within the scope of its data processor activity – , if they consider that the controller or the data processor it assigned or instructed to act processes their personal data in violation of the standards applicable to processing personal data laid down in the legislation or the legally binding acts of the European Union.
This procedure falls within the scope of regional courts. Legal proceedings may be initiated – at the option of the Data Subject – at the competent regional court of the Data Subject's domicile or place of residence.

Initiation of official procedure

To enforce their rights, Data Subjects may initiate investigation or official procedure at the National Authority for Data Protection and Freedom of Information (1055 Budapest, Falk Miksa utca 9-11., website: http://naih.hu; postal address: 1363 Budapest, Pf.: 9.; phone: +36-1-391-1400; fax: +36-1-391-1410; e-mail: ugyfelszolgalat@naih.hu), invoking the impairment of their rights in relation to the processing of their personal data, or the imminent threat thereof, particularly

- if they consider that Controller restricts the enforcement of their data subject rights set out in Section 10.1, or refuses the request to enforce such rights (initiation of an investigation), and
- if they consider that during the processing of their personal data, the Controller or the data processor it assigned or instructed to act, violates the standards applicable to processing personal data laid down in the legislation or the legally binding acts of the European Union (requesting official procedure).