

## Notice on the Processing of Personal Data Related to Activities at the Institute

The Institute processes personal data in connection with the establishment, existence and termination of legal relationships aimed at work, training, education, cooperation or other activities at the Institute. This Notice briefly summarises the most important rules of data processing pursuant to Article 13 of the GDPR.

### 1. Data controller and Data Protection Officer

- Data controller: Gottsegen György National Cardiovascular Center (1096 Budapest, Haller utca 29.)
- Name of the Data Protection Officer: András Vincze
- Telephone number of the Data Protection Officer: +36 30 380 5262
- E-mail address of the Data Protection Officer: dpo@gokvi.hu

### 2. Purpose of data processing, categories of processed data and legal basis

- The purpose of processing personal data includes, in particular, the establishment, modification and termination of the legal relationship, and the processing of identification, contact, qualification, fitness and other data necessary for this purpose.
- The Institute also processes data necessary for fulfilling labour, payroll, social security, tax, attendance, leave and other administrative obligations.
- Special category data processed on the basis of law - in particular occupational health or fitness data - are processed for the fulfilment of rights and obligations imposed on the Institute or on the person carrying out activities at the Institute.
- The Institute also processes IT, access management and security log data for the protection of systems, patient data and property interests, and for the investigation of security incidents.
- The legal basis for data processing includes, in particular, the performance of rights and obligations arising from the legal relationship related to the institutional activity, compliance with legal obligations imposed on the Institute, and, where necessary, the establishment, exercise or defence of the rights of the Institute or of the person carrying out activities at the Institute.

### 3. Recipients of the data

- The data may be accessed by the organisational units of the Institute involved in the performance of tasks and by authorised persons.
- A recipient of the data may also be an authority, court or other public body acting on the basis of law.
- The data may be accessed by processors providing payroll, operational, IT or other services to the Institute, and by bodies receiving data on the basis of law.

### 4. Data retention period

- The Institute processes the data during the existence of the legal relationship and thereafter until the expiry of mandatory retention periods specified in labour, payroll, tax, social security, accounting, records management and other laws, or, in the absence of such periods, for as long as the purpose of processing exists.

### 5. Rights related to data processing

- A person carrying out activities at the Institute has the right to request access to their personal data, rectification, erasure or restriction of processing of such data, and may object to processing within the limits provided by the applicable laws.
- They also have the right to lodge a complaint with the Hungarian National Authority for Data Protection and Freedom of Information and to bring proceedings before a court. The exercise of certain rights may be restricted by law.

### 6. Further information

- Some data provision is based on law or on conditions necessary for the establishment and maintenance of the legal relationship; failure to provide the data may prevent the establishment or performance of the legal relationship.



## Gottsegen György National Cardiovascular Center

- As a general rule, the Institute does not apply automated individual decision-making in relation to the data processing operations covered by this Notice.
- The detailed data processing rules are contained in the Institute's Data Management and Data Protection Policy in force at all times, which is available on the GOKVI intranet at: <https://gokvi.gokvi.local/mir/sz/sz.html>
- Before the establishment of the legal relationship or the commencement of the activity at the Institute, the Policy is also available on the GOKVI website at: <https://gokvi.hu/europai-adatvedelmi-rendelet-gdpr>