

EFFECTIVE: from 1. February 2024

PRIVACY POLICY

I.

General part

Who manages your personal data? Who is the data controller?

During the management of your personal data, the LeitnerLaw Szabó és Társai Ügyvédi Iroda (hereinafter: Law firm) acts as data controller.

What are the contact details of the data controller?

The Law firm

registered office: 1011 Budapest, Corvin tér 10.

phone number: +36 1 796 36 00

fax number: +36 1 796 36 36

email address: budapest.office@leitnerlaw.eu

What data is personal data?

Personal data means any information relating to an identified or identifiable private individual (the data subject); an identifiable private individual is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, 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 private individual.

Which personal data fall into special categories of personal data?

Special categories of personal data include personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, genetic data and biometric data revealing the identity of private individuals, health data and personal data concerning the sex life or sexual orientation of private individuals.

Who can be considered affected?

In particular, the Law firm may handle the personal data of the following private individuals:

- a) potential client, its proxies, representatives, contacts (Chapter II/1)
- b) requester, its authorized representatives, representatives and contacts (Chapter II/2)
- c) client (Chapters II/3, II/4)
- d) private individuals related to clients (e.g. relative, representative, authorized person, contact person, beneficial owner) (Chapters II/3, II/4)
- e) other private individual participating in the procedure related to the subject of the assignment (e.g. opposing party, legal representative) (Chapters II/3, II/4)
- f) a person applying for or participating in an event of the Law Firm (Chapter II/5)
- g) the person requesting the Law Firm and his/her representatives, proxies, contacts (Chapter II/6)

- h) the person who made the request to the Law Firm in the context of the activity of the whistleblower protection lawyer under Act CLXV of 2013 on Complaints and Notifications of Public Interest and the person concerned by the notification (whose conduct or omission gave rise to the notification or who may have information of substance concerning the matters contained in the notification) (Chapter II/7)
- i) persons visiting the websites (Chapter II/8)
- j) persons subscribing to the Law Firm's newsletters (Chapter II.9)

This Privacy Notice does not include information about the processing of personal data of employees or applicants for a job advertised by the Law Firm.

What are the main laws and regulations that govern the Law Firm's data management activities?

The following are the main legal provisions that regulate data processing:

- a) Regulation (EU) 2016/679 on the protection of private individuals 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)
- b) Act LXVI of 1992 on the Registration of Personal Data and Address of Citizens (Nytv.)
- c) Act C of 2000 on Accounting (Accounting Act)
- d) Act CXII of 2011 on the Right to Informational Self-Determination and Freedom of Information
- e) Act LII of 2017 on the Implementation of Financial and Property Restrictive Measures by the European Union and the United Nations Security Council
- f) Act LIII of 2017 on the Prevention and Combating of Money Laundering and Terrorist Financing (Pmt.)
- g) Act LXXVIII of 2017 on the Activities of Lawyers (Act on the Activities of Lawyers)
- h) Act CL of 2017 on the Rules of Taxation (Art.)
- i) Chamber regulations, in particular Act LIII of 2017 on the Prevention and Combating of Money Laundering and Terrorist Financing and Act LII of 2017 on the Implementation of Financial and Asset Restriction Measures by the European Union and the United Nations Security Council, on the fulfilment of obligations, risk assessment, supervisory procedures and guidelines 14/2018 (VI. 25.) MÜK Rules

What principles guide the Law Firm's data management activities?

The Law Firm carries out the processing of personal data in accordance with the following principles, taking the necessary measures to ensure that the personal data are

- a) be processed lawfully, fairly and on an appropriate legal basis (lawfulness, fairness and transparency),
- b) collected only for specified, explicit and legitimate purposes and not processed in a way incompatible with those purposes,
- c) be adequate, relevant and limited to what is necessary for the purposes for which the data are processed (data minimisation),
- d) be accurate and, where necessary, kept up to date; where possible, inaccurate personal data should be erased or rectified without delay (accuracy),
- e) be kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data should be kept for longer periods only for statistical purposes, subject to appropriate technical and organisational measures (limited storage),
- f) be processed in such a way as to ensure adequate security of personal data, including protection against unauthorised or unlawful processing, accidental loss, destruction or damage (integrity and confidentiality), by implementing appropriate technical or organisational measures,
- g) manage it in a manner that is accountable for compliance with the above principles and capable of demonstrating such compliance (accountability).

For what purposes, on what legal basis and for how long does the Law Firm process personal data?

The Special Section of this Privacy Notice describes the purposes for which the Law Firm processes personal data, the legal basis on which the data are processed, and the period of time for which the data are processed.

Does the law firm use automated decision-making or profiling?

The Law Firm does not use automated decision-making and does not profile the data subjects from the data at its disposal.

What are the rights of data subjects?

The Law Firm ensures the exercise of the following rights of the data subjects, in cooperation with the data subjects in the exercise of those rights, on the understanding that the EU or Member State law applicable to the Law Firm (in particular the GDPR) may restrict the exercise of the data subject's rights to the extent necessary and proportionate, where this is necessary for the protection of the data subject or the rights and freedoms of others or for the enforcement of civil claims (Article 23 GDPR)

a) the right to information:

the Law Firm, in accordance with the principle of fair and transparent processing, provides the data subject with the information required by law.

The Law Firm shall provide the information specified in the legislation to the data subject, even if the personal data have not been obtained from the data subject, unless the personal data are required to remain confidential under an obligation of professional secrecy imposed by EU or member state law (in particular the Act LXXVIII of 2017 on the professional activities of Lawyers), including any obligation of secrecy based on legislation,

b) right of access:

the data subject has the right to receive feedback from the Law Firm as to whether his or her personal data are being processed and, if so, the right to access the personal data and the information required by law. The Law Firm shall provide the data subject with a copy of the personal data which are the subject of the processing, once free of charge. For additional copies requested by the data subject, the Law Firm may charge a reasonable fee based on the administrative costs. If the data subject has made the request by electronic means, the information shall be provided by the law firm in a commonly used electronic format, unless the data subject requests otherwise. The right to request a copy shall not adversely affect the rights and freedoms of others (in particular, a person who is a client of the Law Firm and who asserts a civil claim), and access may be granted in accordance with the provisions on legal professional privilege, irrespective of whether a copy is requested, consent

c) the right to withdraw:

where the legal basis for the processing is the data subject's consent, the data subject may withdraw his or her consent to the processing at any time, but the withdrawal of consent shall not affect the lawfulness of the processing based on consent prior to its withdrawal. The Law Firm may process personal data even after the withdrawal of consent for the purposes of complying with its legal obligations or pursuing its legitimate interests, where the pursuit of those interests is proportionate to the restriction of the right to the protection of personal data

d) the right to rectification:

the data subject may request the Law Firm to correct inaccurate personal data relating to him or her or to complete incomplete personal data without undue delay,

e) the right to erasure:

the data subject may request that the Law Firm delete the personal data relating to him without undue delay, which request can only be refused in cases specified by law, so in particular if the data management is necessary in accordance with the EU or for the purpose of fulfilling an obligation according to the law of the Member State, and for the presentation, enforcement and defense of legal claims. If the data management obligation is prescribed by law, the Law Firm cannot delete the data of the data subject,

f) right to be forgotten:

this right obliges the Law Firm to, if it has disclosed personal data and is obliged to delete it as a result of exercising the right to deletion, take reasonable steps (including technical measures) into account, taking into account the available technology and the costs of implementation, in order to inform the data controllers handling the data that the data subject has requested the deletion of the links to the personal data in question or the copy or duplicate of these personal data,

g) right to restriction:

the data subject has the right to request that the Law Firm limit data processing if:

- the data subject disputes the accuracy of the personal data (in this case, the limitation applies to the period that allows the Law Firm to check the accuracy of the personal data),
- the processing is unlawful and the data subject opposes the erasure of the data and instead requests the restriction of their use,
- the Law Firm no longer needs the personal data for the purposes of processing, but the data subject requires them for the establishment, exercise or defence of legal claims, or
- the data subject has objected to the processing by exercising his or her right to object (in which case the restriction applies for the period until it is established whether the legitimate grounds of the law firm prevail over those of the data subject),

h) the right to receive information about recipients who have been informed about the correction or deletion of personal data and the limitation of data processing:

the Law firm informs all recipients of the correction, deletion or limitation of data processing upon request, to whom or to whom the personal data was communicated, unless this proves to be impossible or requires a disproportionately large effort. At the request of the person concerned, the Law firm informs about these recipients, right to data portability:

i) right to data portability

if the legal basis of the data processing is the consent of the data subject or the fulfillment of the contract and the processing of personal data is carried out in an automated manner, then the data subject is entitled to

- receive the personal data concerning him/her that he/she provides to the Law Firm in a structured, commonly used, machine-readable format,
- transfer these data to another data controller without the Law Firm preventing this,
- if this is technically possible, you can ask the Law Firm to transfer personal data directly between data controllers,

j) the right to object:

the data subject has the right to object at any time for reasons related to his own situation against the processing of his personal data necessary for the performance of his duties based on the legitimate interests of the Law Firm or a third party. In this case, the Law firm will not process the personal data, unless it proves that the data processing is justified by compelling legitimate reasons that take precedence over the interests, rights and freedoms of the data subject, or that are related to the presentation, enforcement or defense of legal claims.

k) the right to a remedy:

if, according to the data subject's opinion, the processing of his/her personal data violates the legal regulations, he/she may file a complaint with the data protection supervisory authority, or he/she is entitled to a judicial remedy.

How can the data subject submit requests concerning the processing, the withdrawal of consent to processing?

The data subject may submit requests concerning the processing of personal data

- a) by post at 1011 Budapest, Corvin tér 10,
- b) in person at the seat of the Law Firm (1011 Budapest, Corvin tér 10.),
- c) by phone (+36 1 796 36 00),
- d) by fax (+36 1 796 36 36),
- e) by e-mail (budapest.office@leitnerlaw.eu)

Handling of the data subject's requests

The Law Firm will inform the person concerned of the measures taken following the request within one month of receipt of the request submitted by the person concerned. If necessary, this deadline can be extended by another two months. The Law Firm will inform the person concerned about the extension of the deadline, indicating the reasons for the delay, within one month from the date of receipt of the request.

If the data subject has submitted the application electronically, the Law Firm will provide the information electronically, if possible, unless the data subject requests otherwise.

If the Law Firm does not take measures following the request of the data subject, it shall inform the data subject within one month of the receipt of the request of the reasons for the failure to take action, as well as the fact that the data subject may file a complaint with a supervisory authority and exercise his right to judicial redress.

Shared data management

The Law Firm cooperates in the performance of its activities with the following lawyers and law firms, and therefore they are considered as joint data controllers:

- a) Dr. Tóth Eszter Vera Law Firm (registered office: 1011 Budapest, Corvin tér 10.)
- b) Dr. Adrienn Orosz, individual lawyer (registered office: 1011 Budapest, Corvin tér 10.)
- c) Dr. Anna Ránky, individual lawyer (registered office: 1011 Budapest, Corvin tér 10.)

Who are the recipients of your personal data?

The recipients of personal data are the data controller's cooperating partners and data processors.

Which data processor does the controller use?

The Law Firm can use a data processing service to process the personal data it handles.

The data processor is the private individual or legal person, public authority, agency or any other body that processes personal data on behalf of the data controller.

The Law Firm only uses a data processor who provides sufficient guarantees for the implementation of appropriate technical and organizational measures to ensure compliance with legal requirements and the protection of the rights of the data subjects.

The data processor may not use additional data processors without the prior written authorization of the Law Firm on a case-by-case or general basis.

The Law Firm uses the data processing services of the following companies:

- a) KLART Szabó Zrt. (1011 Budapest, Corvin tér 10.) - group IT and operational services
- b) Rendszerinformatika Zrt. (cím: 1134 Budapest, Váci út 19. IV. em.): cloud services, running servers, system administration
- c) Recomp Informatikai Zrt. (cím: 1044 Budapest, Íves út 8.): Ensuring the use of the NET corporate management program package
- d) Wolters Kluwer Kft. (cím: Budapest Budafoki út 187-189.) Providing access to the Praetor suite of business management software
- e) MB Tax Consulting Kft. (cím: 1062 Budapest, Andrássy út 76. I. em. 1.): accounting services
- f) Legito s.r.o (cím: Pod Lipami 19, Zeměchy, 278 01 Kralupy nad Vltavou, Czech Republic, Id No: 02649659, Ref. No. C 221946, Municipal Court in Prague): dokumentum automatizációs szoftver, ha az érintett használja az alkalmazást
- g) LeitnerLeitner GmbH (Linz) – group IT Services
- h) REISSWOLF BUDAPEST Adat- és Dokumentumkezelő Kft. (cím: 1097 Budapest, Illatos út 6.): document destruction
- i) Europorto Bt. (székhely: 1137 Budapest, Pozsonyi út 40.): Postal Service
- j) Magyar Posta Zrt. (székhely: 1138 Budapest, Dunavirág utca 2-6.): Postal Service

In the above cases, the contract for the provision of data provider services is valid for an indefinite period.

In addition to the above, the Law Firm is entitled to use other data processors (e.g. translators, financial experts) on a case-by-case basis for the performance of a specific assignment, of which it will inform the data subject individually during the performance of the assignment.

Does the Law Firm transfer the personal data it processes to a third country?

The Law Firm does not transfer personal data to third countries on a regular basis, and in the event of an individual transfer, it will provide specific information to the data subjects in accordance with the section "What are the rights of the data subjects?".

What measures does the Law Firm take to protect your data?

The Law Firm protects the personal data it handles with technical and organizational measures, in particular against unauthorized access, change, transmission, disclosure, deletion or destruction, as well as against accidental destruction, damage, and inaccessibility resulting from changes in the technology used. Within this framework, among other things

- a) access to the data stored in the company management and document management system is only possible with a password and appropriate authorization,
- b) the use of computer tools requires a unique password,
- c) mobile data management (MDM) software is used,
- d) the IT system is regularly audited for data protection and IT security,
- e) protection against malicious software is provided,
- f) physical access security measures (building compartmentation, access control, locking of doors) are applied,
- g) an intrusion-detection system is used,
- h) personal security measures are implemented,
- i) provides adequate resources for the fulfilment of its tasks, and makes its staff aware of the importance and requirements of data security,
- j) fire protection equipment and fire alarms are used,
- k) logging of access to documents,
- l) backup to a separate data store, with live and backup servers and backups redundantly and physically separated

In order to protect the data files managed electronically in its various registers, the Law Firm ensures, by means of appropriate technical solutions, that the data stored cannot be directly linked and attributed to the data subject, unless permitted by law.

Who is liable for damage caused by the processing of personal data?

The Law Firm is liable for any damage caused by the unlawful processing of personal data or breach of data security requirements, for the violation of the personal rights of the data subject and, if the violation is acknowledged or finally established, it is obliged to compensate the damage. In the event of a violation of the data subject's right to privacy, the data subject may claim damages (Act V of 2013 on the Civil Code, § 2:52). The Law Firm is also liable for any damage caused by the data processor it uses.

The Law Firm shall be exempted from liability if it proves that it is in no way responsible for the event giving rise to the damage.

What legal remedies are available to you in relation to data processing?

In relation to the lawfulness of data processing, the data subject may initiate proceedings before the National Authority for Data Protection and Freedom of Information (1055 Budapest, Falk Miksa utca 9-11., postal address: 1374 Budapest, Pf. 603., website: www.naih.hu, telephone: +36 (1) 391-1400, fax: +36 (1) 391-1410, central e-mail address: ugyfelszolgalat@naih.hu) or, at his/her option, the court of his/her domicile (domicile) or the court of the seat of the Law Firm. You can find the court in your place of residence or domicile at <http://birosag.hu/ugyfelkapcsolati-portal/birosag-kereso>.

The Law Firm has not appointed a Data Protection Officer in the absence of an obligation to do so.

Special section

II/1. Processing of personal data for direct marketing purposes				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
direct marketing enquiries	name, address, e-mail address, telephone number of private individual potential client	Contribution	until the purpose/interest ceases to exist, but no later than the withdrawal of consent	no direct commercial solicitation is possible in the absence of the data / the source of the data is the potential client, the provision of the data is voluntary
	the names, e-mail addresses, telephone numbers and positions of the potential client's proxies, representatives and contact persons	legitimate interest	until the purpose/interest ceases to exist, but no later than a successful protest	the source of the data is the potential client or its agent, representative, contact person or other public source

II/2. Processing of personal data for the purpose of making an offer				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
making an offer	the name, address, e-mail address, telephone number of the private individual applying for the contract	Contribution	for the duration of the offer period indicated in the offer, until the withdrawal of the consent at the latest	the provision of the data is a precondition for making an offer, failure to provide the data makes it impossible to make an offer / the source of the data is the contracting authority, the provision of the data is voluntary
	the names, e-mail addresses, telephone numbers and functions of the contracting authorities' agents, representatives and contact persons	legitimate interest	during the period of time specified in the tender, but up to the time of a successful protest	the data processing is a precondition for making an offer, in the absence of the data it is not possible to make an offer / the source of the data is the potential client or his/her proxy, representative, contact person or other public source

II/3. Processing of personal data for the purposes of the conclusion and performance of a contract of assignment				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
conclusion and fulfillment of the	private individual client's last and first name, address, mother's name, place and time of birth,	performance of contract	the limitation period for claims arising out of or in connection with the	the provision of the data is a prerequisite for the conclusion and performance of the

attorney assignment contract	signature, electronic signature, data related to the subject of the order (e.g. marital status)		contract (5 years or according to the contract), unless otherwise provided in the Üttv.	contract, failure to provide the data makes the conclusion of the contract impossible or the performance of the contract may be reduced or rendered impossible / the source of the data is the private individual client, the provision of the data is voluntary
	the name, e-mail address, telephone number, position, signature and electronic signature of the client's authorised representatives, representatives and contact persons	legitimate interest	the limitation period for claims arising out of or in connection with the contract (5 years or according to the contract), unless otherwise provided in the Üttv, but not until a successful objection has been lodged	the provision of the data is a prerequisite for the conclusion and performance of the contract, failure to provide the data may render the conclusion of the contract impossible or the performance of the contract may be reduced or rendered impossible / the source of the data is the client who is not a private individual
fulfilment of the assignment	the names of private individuals connected with the client in connection with the subject matter of the mandate (in particular, relatives, non-private individual representative, proxy) and other personal data communicated to the Law Firm	legitimate interest	the limitation period for claims arising out of or in connection with the contract (5 years or according to the contract), unless otherwise provided in the Üttv, but not until a successful objection has been lodged	the provision of the data is a prerequisite for the execution of the mandate, failure to provide the data may reduce or render impossible the effectiveness of the execution of the mandate / the source of the data is the client or the data subject or other public source or documents relating to the case
	data on private individuals appearing in any capacity (e.g. name, telephone number, e-mail address, person represented, capacity of representation, court/authority case) other than those indicated in the table above, in judicial, administrative or other proceedings relating to the subject-matter of the mandate (e.g. opposing party, intervener, witness, legal			

	representative, judge, administrator)			
	data belonging to special categories of personal data	consent in the case of a private individual client, legitimate interest in the case of other data subjects [GDPR Article 6 (1) point a) and f)], and data processing is necessary for the submission, enforcement and protection of legal claims [GDPR Article 6 (1) point f)) dot]	the Üttv. in the absence of a provision to the contrary, the statute of limitations for claims arising from or related to the contract (5 years or according to the contract), until withdrawal in the case of consent, or until a successful protest in the case of legitimate interest	the provision of data is a prerequisite for the fulfillment of the order, due to the failure to provide the data, the effectiveness of the fulfillment of the order may decrease or become impossible / the source of the data is the client or the person concerned
identification and verification checks under the Pmt.	private individual client and non-private individual client's authorized representative, authorized person, representative, following data: surname and first name, birth surname and first name, citizenship, place and time of birth, mother's birth name, residential address (if this is not available, place of residence), signature, electronic signature , the type and number of his identification document, special status as a public figure (in the case of a private individual client), a copy of the document used to verify his identity, the moving image and sound recording made of him during the identification of the private individual via an electronic communication network	fulfillment of a legal obligation(Pmt. 7. §, 19. §)	8 years from the termination of the business relationship or from the completion of the assignment, exceptionally 10 years (Pmt. § 56, § 57, § 58)	the provision of data is based on a legal obligation, the data subject is obliged to provide the data, in the event of failure to provide the data, the contract cannot be concluded
	he following data of the beneficial owner: surname and first name, surname and name at birth, citizenship, place and time of	fulfillment of a legal obligation(Pmt. 8-9. §)		

	birth, residential address (in the absence of this, place of residence), signature, electronic signature, distinguished public figure status, nature and extent of ownership interest, the person making a statement in relation to the beneficial owner motion picture and audio recording of a private individual made via an electronic communication network			
identification of the client and the person acting on behalf of the client pursuant to the Üttv.	the document presented and the data obtained from the requested registers in the course of the request for data specified in Section 32 of the Üttv: natural identity data (surname and given name, surname and given name at birth, place of birth, date of birth, mother's surname and given name at birth), nationality (statelessness, refugee, immigrant, settled or EEA national status), address, facial image, signature, and other data specified in Section 32 of the Üttv.	fulfillment of a legal obligation (Üttv. 32. §)	until the identification has been completed	the provision of the data is based on a legal obligation and the contract cannot be concluded if the data is not provided
signing a document or acknowledging a signature as your own via an electronic communications network when countersigning	moving images and sound recordings of a previously identified private individual made via an electronic communications network	fulfillment of a legal obligation (Üttv. 44. § (2) paragraph)	until the date of safekeeping of the countersigned instrument pursuant to the Üttv.	the provision of the data is based on a legal obligation, the data subject is obliged to provide the data, in case of failure to provide the data, the data may not be countersigned or only after a personal declaration
meeting tax requirements	the personal data specified in Art.	fulfillment of a legal obligation (Art. 34. § (2) paragraph, 78. § (3)-(4) paragraph, 202-205. §)	until the limitation period for the assessment of the tax or, in the case of deferred tax, 5 years from the last day of the calendar	the processing is based on a legal obligation

			year in which the deferred tax becomes due	
meeting accounting requirements	personal data according to the regulations related to accounting documents, such as name and address in particular	fulfillment of a legal obligation(Számviteli tv. 168-169. §)	8 years	the processing is based on a legal obligation

II/4. Fulfillment of registration obligation

Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
record-keeping in cases requiring mandatory legal representation (to promote the security of legal transactions and to enforce the limitations of the lawyer's activity)	private individual identification data (name and surname, name and surname at birth, place of birth, date of birth, mother's name and surname at birth), address, nationality (statelessness, refugee, immigrant, settled or EEA national status), type and number of the identification document used for identification, the identifier of the response to the request for data for client identification, the case identifier of the cases where identification of the private individual is mandatory, and other data specified in the Pmt.	fulfillment of a legal obligation(Üttv. 33. §)	8 years from the date of termination of the business relationship or completion of the assignment, exceptionally 10 years (Üttv. 33. §, Pmt. 56. §, 57. §, 58. §)	the provision of the data is based on a legal obligation, the data subject is obliged to provide the data
	in the case of an identified legal person or other entity, the private individual identification data of the person who is representing the entity (name and surname, name and surname at birth, place and date of birth, mother's name and surname at birth)			
keeping records of the cases dealt with on the basis of the mandate (in order to be able to verify compliance with the rules for legal practice)	the case identifier provided by the lawyer, the name of the client, the subject of the case, the date of the assignment contract, the registration number of the court proceedings related to the case, and the registration number of other proceedings	fulfillment of a legal obligation(Üttv. 53. §)	5 years after the termination of the assignment, 10 years after the countersignature of a deed, 10 years from the registration of the right in the case of the registration of the right to real estate in the public register	data management is based on a legal obligation

II/5. Processing of personal data of applicants and participants of the Law Firm's professional events				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject
organising and running a professional event organised by the Law Firm	name, phone number, e-mail address, workplace, position	consent	until the withdrawal of consent	the provision of the information is voluntary, failure to provide it may prevent participation in the Law Firm's events

II/6. Processing of the personal data of private individuals, legal persons or agents, representatives and contacts of legal persons or unincorporated organisations who contact the Law Firm for purposes not covered by II/1 to II/5				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
responding to requests made to the Law Firm by private individuals	for private individuals, name, telephone number, e-mail address, other personal data communicated to the Law Firm	consent	until the withdrawal of consent	the provision of data is a precondition for responding to requests / the source of the data is the data subject
	the names, telephone numbers, e-mail addresses and other personal details of the authorisations, representatives and contacts of the person making the request, as communicated to the Law Firm	legitimate interest	until the purpose/interest ceases or a successful protest is made	the communication by the requestor, the provision of data is a prerequisite for replying to requests / the source of the data is the data subject or the person making the request

II/7. Processing of personal data for the purpose of the activities of a whistleblowing lawyer				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information on the provision of data by the data subject / source of the data
pursuant to Act CLXV of 2013 on Complaints and Notifications of Public Interest	personal data (including sensitive data and personal data of a criminal nature) of a private individual who is a notifier which are indispensable for the investigation of the notification	consent	until consent is withdrawn, but no later than: a) if the notification is unfounded, it is deleted immediately, b) if no further action is required, 60 days after the investigation is completed, c) if action is taken on the basis of the investigation, until the final conclusion of the proceedings initiated on the basis of the notification	the provision of the data is a prerequisite for the performance of the activities of a whistleblower protection lawyer, failure to provide the data will make such activities difficult or impossible / the source of the data is the whistleblower Please note that personal data will NOT be transmitted to the complainant company unless specific consent is given.
	in the case of a legal person, the name of the legal representative submitting the notification	fulfillment of a legal obligation(2013. évi	a) if the notification is unfounded, it will be deleted immediately, b) if no further action is necessary, until 60	

		CLXV. törvény 14. § (6) paragraph)	days after the investigation is completed, c) if action is taken on the basis of the investigation, until the final conclusion of the proceedings initiated on the basis of the notification	
	personal data (including sensitive data and personal data relating to criminal matters) of the private individual whose conduct or omission gave rise to the notification, which are indispensable for the investigation of the notification	public interest		
	personal data (including sensitive data and personal data relating to criminal matters) of the private individual who may have relevant information about the facts contained in the notification which is indispensable for the investigation of the notification			

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II/8. A honlapon alkalmazott sütik				
Adatkezelés célja	Süti típusa	Adatkezelés jogalapja	Adatkezelés időtartama	Az adat érintett általi szolgáltatására vonatkozó információk / az adatok forrása
distinguishing users	_ga	consent	2 years	external (Google Analytics) cookie, its application can be disabled / the source of the data is affected
is used to control the frequency of the request	_gat_gtag_UA_...	consent	7 days	external (Google Analytics) cookie, its application can be disabled / the source of the data is affected
distinguishing users	_gid	consent	7 days	external (Google Analytics) cookie, its application can be disabled / the source of the data is affected
ensuring the proper functioning of the website, identifying the session	PHPSESSID	legitimate interest	1 hour / until the end of the session	the source of the data is the data subject
ensuring the proper functioning of the website, identifying the session	session-COOKIE-OK	legitimate interest	1 hour / until the end of the session	the source of the data is the data subject

II/9. Management of the personal data of subscribers to the Law Firm's newsletters				
Purpose of data processing	Personal data processed	Legal basis of data processing	Duration of data handling	Information regarding the provision of data provided by the data subject
delivery of the newsletter issued by the Law Firm electronically	name, telephone number, e-mail address, workplace, position	consent	until consent is withdrawn	the provision of data is voluntary, failure to provide them may prevent the Law Firm from sending newsletters