

**Privacy notice
on data management related to the public hearing and
public forum held by the Representative Body of the
Municipality of Józsefváros in the VIII. district of
Budapest**

This information notice on data processing in relation to public hearings and public forums (hereinafter referred to as the "Data Processing Notice") has been prepared in accordance with 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 referred to as the "General Data Protection Regulation" or "GDPR").

Pursuant to Article 54 of Act CLXXXIX of 2011 on Local Governments in Hungary (hereinafter: Möt.v.), the body of representatives shall hold a public hearing at least once a year, announced in advance, at which the representatives of the local population and locally interested organisations may raise questions and make proposals concerning local public affairs. The public hearing is a special form of a meeting of the body of representatives, so publicity and transparency are the general rules governing the preparation and conduct of meetings. district of Józsefváros also ensures transparency and openness by broadcasting the public hearing and the public forum online on its Facebook channel and <https://onkormanyzati.tv/>, and the recordings can be viewed by interested parties afterwards. The rules of the public hearing are governed by § 46 of the Municipal Decree 36/2014 (XI.06.) of the Representative Body of the Municipal Council of Budapest Capital VIII. district Józsefváros Municipality on the Organisational and Operational Rules of the Municipal Council and its Bodies (hereinafter: Municipal Rules).

Pursuant to Article 47 of the Rules of Procedure, a public forum may be held for the preparation of major district decisions, for the purpose of directly informing voters and social organisations and seeking their opinions. The rules of public hearings apply to the announcement and conduct of the public forum.

Questions may also be submitted on paper and sent to the electronic contact details provided for this purpose by any party wishing to participate as a respondent in a public hearing or public forum. In the case of questions which take longer to prepare for answering, if the respondent so requests, and if the questioner does not appear at the hearing or public forum, the answer must be given in writing within 15 days, in all other cases the answer shall be given in the context of a public session

of the body of representatives or a public forum. Public hearings and public forums are regulated by the Möt.v. If the person concerned wishes to make a contribution by name, he or she consents to his or her contribution being entered in the minutes and published, indicating his or her name.

The speaker concerned, if given the floor, has the right to decide whether to speak by name or anonymously. If the reply is sent to the data subject in writing, the name and address of the data subject will not be recorded in the published minutes.

3. Name and contact details of the data controller

Budapest Municipality of the Eighth District of Józsefváros (hereinafter referred to as: Municipality, Data Controller)

Registered office: 1082 Budapest, Baross utca 63-67.

Postal address 1431 Budapest, Pf. 160.

Phone +36 1/459-2100- Switchboard, +36 80/277-256 - Green number

E-mail address: ugyfelszolgalat@jozsefvaros.hu

Website: www.jozsefvaros.hu(hereinafter referred to as: website)

2. Contact details of the Data Protection Officer

E-mail address: adatvedelem@jozsefvaros.hu

Phone: +36 (1) 459-2207

3. Purpose of the processing and scope of the data processed

The purpose of data processing is the organisation and conduct of public hearings and public forums, the preparation of answers to questions posed by local residents and representatives of locally interested organisations (hereinafter referred to as "the data subject") who ask or answer questions, including questions asked in advance, the provision of answers on the spot or in writing, the provision of publicity and documentation obligations in connection with meetings of the body of representatives and public forums.

Scope of personal data processed	Purpose of data processing
3.1. Name, notification address, telephone number and email address of the data subject, the quality of representation, the person or organisation represented	Organising and conducting a public hearing or public forum, providing the opportunity to provide additional information necessary to respond and to answer questions from local residents and representatives of locally interested organisations. Depending on the declaration, the name of the person concerned, the quality of representation and the name of

	the person represented may be published.
3.2 The scope and a brief description of the issue to be discussed at the public hearing or public forum, as well as additional information provided by the person concerned to prepare the issue, additional information to be provided at the public hearing or public forum and the response to the issue raised	Preparing and conducting the public hearing and the public forum. The content of the speech will be published as part of the minutes, the name and identification data will be anonymised on the basis of a declaration in the content to be published.
3.3 The fact of making a declaration in relation to the privacy notice	Proof of lawful processing
3.4 Details of the minutes of a public hearing or public forum, such as the names of the questioners, the fact of attendance, the time of attendance	Conduct and document a public hearing or public forum.
3.5 Image and sound recording of the person attending the public hearing or public forum in person	Fulfilment of public disclosure obligations.

4. Legal basis for data processing

The legal basis for the processing of the data is Article 6 (1) (e) of the General Data Protection Regulation, i.e. the processing of personal data is subject to the provisions of the Möt. § 52, § 54 and § 46 and § 47 of the Staff Regulations are necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. The processing of a special category of data is required by Article 9(2)(g) of the GDPR, i.e. processing is necessary for reasons of substantial public interest. In connection with the discussion of individual agenda items, the competences of the body of representatives,

committees and the mandatory subjects of discussion of a citizens' forum may be regulated by additional sectoral legislation.

5. Source of the personal data processed and the scope of the data not provided by the data subject to the Data Controller

The source of the personal data processed is the data subject. The Data Controller does not generally process personal data which it does not collect from the data subject, but the possibility that the subject matter to be discussed at a public hearing or public forum or the related document necessary for decision-making may contain personal data relating to third parties is not excluded. In such a case, the municipality will also inform the person concerned of the subject matter of the public hearing and of his or her rights in relation to the processing of the data.

6. Recipients and categories of recipients of personal data

During the preparation of the meetings and public forums, the Data Controller, including its employees entrusted with the tasks related to the public hearing and public forum, may access the personal data, and the data required for responding will be forwarded to the municipal representative/notary/ municipal budgetary body or business company representing the area of expertise.

The minutes and the audio recording of the public hearing, including the personal data contained therein, shall be submitted to the Budapest City Government Office, which is responsible for the lawfulness supervision of the Data Controller, in accordance with the Möt. The Data Controller shall be obliged to send it to the Municipality of the Municipality of Budapest, the Office of the Governor of the City of Budapest. The video broadcast - using the image and audio recording of the data subject - shall be published on the Facebook page of the Municipality.

The online webcast of the public hearing and the public forum and the verbatim record of the public hearing will be available to the public on the Data Controller's website, so that personal data relating to the data subject will be publicly available (including, depending on the declaration, the data necessary to identify the data subject).

7. Duration of data processing

The Data Controller shall keep the personal data for a period of 15 years in accordance with BM Decree 78/2012 (XII.28.) on the publication of the uniform archiving plan of municipal offices and internal regulations, and shall not discard them. After the

retention period, the Data Controller shall send the data to the archives.

The online webcast of the public hearing and the public forum and the verbatim record of the public hearing and the public forum are available on the website of the Data Controller without any time limit.

8. Data subjects, access to data and data security measures

The processing of undisclosed data is carried out exclusively by the designated employees of the Data Controller. Access to personal data is restricted to designated staff. The Controller stores personal data on servers and in archives at its headquarters.

The Data Controller shall take all reasonable technical and organisational measures to protect personal data, including against unauthorised access or unauthorised alteration.

9. Data transfers to third countries - automated decision-making and profiling

The processing does not involve the transfer of personal data to third countries (except that the Data Controller publishes images and audio recordings of public meetings and public forums on its website, onkormanyzati.tv and on its Facebook channel), and no automated decision-making or profiling is carried out during the processing.

The municipality uses Globomax Zrt. (registered office: 1155 Budapest, Wysocki utca 1., tax number: 23504550-2-42) as a data processor for the process of the voting system and the preparation of verbatim minutes of the meetings of the representative body, for the operation and development of the IT system provided by it, as well as for the recording and streaming of the meetings of the representative body (on <https://onkormanyzati.tv/> and on the data processor's Facebook channel).

The audio or video recording of the public hearing and the public forum will also be forwarded as content to the Facebook page operated by Meta Platforms Ireland Ltd., MERRION ROAD, DUBLIN 4, D04 X2K5, Ireland, for publication on the Facebook page of the Józsefváros Municipality. The privacy policy of Meta Platforms Ireland Ltd. can be accessed by clicking here: <https://www.facebook.com/privacy/policy/>

10. Rights of the data subject in relation to data processing

10.1. Deadline

The Data Controller shall comply with the data subject's request to exercise his or her rights within a maximum of one month from the date of receipt of the request.

The date of receipt of the request shall not count towards the time limit.

If necessary, the Data Controller may, taking into account the complexity of the request and the number of requests, extend this period by a further two months. The Data Controller shall inform the data subject of the extension of the time limit within one month of receipt of the request, stating the reasons for the delay.

10.2. Data subjects' rights in relation to data processing

10.2.1. The right of access

The data subject shall have the right to request the 1. The data subject has the right to obtain, through the contact details provided in point 1, information from the Controller on whether or not his or her personal data are being processed and, if such processing is taking place, the right to obtain information on which personal data are being processed by the Controller; on what legal basis; for what purpose; for how long; to whom, when, under what law, to which personal data the Controller has given access or transmitted his/her personal data; from what source his/her personal data originate; what rights he/she has in relation to the processing; whether his/her data are being profiled or transmitted by the Controller 3. country.

The Controller shall provide a copy of the personal data subject to the processing free of charge for the first time upon the data subject's request, and may charge a reasonable fee based on administrative costs thereafter.

In order to meet data security requirements and to protect the rights of the data subject, the Data Controller is obliged to verify the identity of the data subject and the person who wishes to exercise his or her right of access, and to this end, the provision of information, access to data and the issuing of copies of data are also subject to the identification of the data subject.

10.2.2. The right to rectification

The data subject may request that the Controller amend any of his or her personal data by using the contact details provided in point 1. If the data subject can credibly demonstrate the accuracy of the corrected data, the Controller shall comply with the request within a maximum of one month and shall notify the data subject thereof using the contact details provided by the data subject.

10.2.3. Right to restriction of processing

The data subject may request, through the contact details provided in point 1, that the Controller restricts the processing of his or her personal data (by clearly

indicating the restriction and ensuring that the processing is kept separate from other data) where.

- contests the accuracy of your personal data (in which case the Controller will limit the processing for the period for which it verifies the accuracy of the personal data);
- the data processing is unlawful and the data subject opposes the erasure of the data and requests instead the restriction of their use;
- the controller 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 (in which case the restriction applies for the period until it is established whether the legitimate grounds of the controller override those of the data subject).

10.2.4. The right to protest

The data subject may object at any time, on grounds relating to his or her particular situation, to processing where the processing is carried out by the controller on the basis of Article 6(1)(e) of the General Data Protection Regulation and where he or she considers that the controller is not processing his or her personal data fairly in relation to the purposes for which the personal data are processed as set out in this privacy notice, by using the contact details provided in point 1. In such a case, the Controller must demonstrate compelling legitimate grounds for processing the personal data which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.

10.2.5. The right to erasure

In relation to the processing described in this notice, the data subject may exercise his or her right to erasure without restriction, except for processing required by law.

Where the Data Controller carries out processing on the basis of Article 6(1)(a) of the General Data Protection Regulation, the data subject may withdraw his or her consent to processing without time limitation, provided that the withdrawal of consent shall not affect the lawfulness of the processing prior to the withdrawal.

11. Right to legal redress

If the data subject considers that the Data Controller has infringed the applicable data protection requirements in the processing of his/her personal data, he/she may lodge a complaint with the National Authority for Data Protection and Freedom of Information (address: 1055 Budapest, Falk Miksa utca 9-11., postal address: 1363 Budapest, Pf. 9., E-mail: ugyfelszolgalat@naih.hu, website: www.naih.hu), or

he/she may take the matter to court, which will act out of turn, in order to protect his/her data. In this case, you are free to choose whether to bring an action before the competent court in the place of residence (permanent address) or the place of stay (temporary address) or the place where the Data Controller is established. You can find the court of your domicile or residence at <http://birosag.hu/ugyfelkapcsolati-portal/birosag-kereso>. The Metropolitan Court of Budapest has jurisdiction over the lawsuit according to the seat of the Data Controller.

Effective 19.10.2022.

Updated 11.09.2023.

Updated 04.12.2023.

Updated 23/05/2024