

MATE University Service Nonprofit Limited Liability Company

Data Processing Notice (Consolidated text as of the amendment on November 29, 2023.)

Gödöllő 2023.

Data processing notice

MATE University Service Nonprofit Limited Liability Company - hereinafter referred to as the Company - complies with the obligation to provide preliminary data protection information by fulfilling the preliminary information obligation required by Regulation (EU) 2016/679 of the European Parliament and of the Council.

1. NAME OF THE DATA CONTROLLER

1.1. The Company informs the data subject (employee, individual business partner, and other business partners) that it qualifies as the data controller regarding the processing of personal data.

MATE University Service Nonprofit Limited Liability Company Registered Office: 2100 Gödöllő, Páter K. u. 1. Tax ID: 24645966-2-13 Company Registration Number: 13-09-164852 Representative: Ivett Imola Gadanez, CEO Person in charge of data processing: Tímea Erika Horváth Contact: phone: +36 30 513 7239, email address: horvath.timea.erika@uni-mate.hu

1.2. The personal data can be accessed by the Company's employees with relevant access rights related to data processing purposes and individuals or organizations performing data processing activities based on service contracts, to the extent determined by the Company.

1.3. Definitions in this Notice are defined in point 10 of the Notice.

2. INVOLVEMENT OF DATA PROCESSORS, PURPOSE OF DATA PROCESSING, INTERNATIONAL DATA TRANSFER

2.1. The Company employs an external data processor within the scope of personal data it manages. The name of the data processor, the purpose, and legal basis of data processing are included in Appendix 1 of this Notice.

2.2. Data processing is carried out for the following purposes:

- a) Fulfillment of contracts, provision of services
- b) Fulfillment of state financial obligations and other legal obligations
- c) Operation and maintenance of the website
- d) Use of legal and other services involving data transmission

2.3. The personal data managed by the Company is not transferred to third countries or international organizations.

3. GENERAL PROVISIONS ON THE PURPOSE AND LEGAL BASIS OF DATA PROCESSING

3.1. The Company performs data processing for the following purposes:

- a) Data processing related to employment relationships
- b) Fulfillment of financial and state financial relationship obligations
- c) Establishment and maintenance of business relationships, fulfillment of contracts, provision of services
- d) Asset protection

3.2. The Company can only proceed with data processing if there is a legal basis depending on the purpose of data processing.

3.3. The legal basis can be:

- a) Consent of the data subject
- b) Performance of a contract
- c) Fulfillment of a legal obligation applicable to the Company
- d) Protection of the legitimate interests of the Company

3.4. The legal basis for data processing must be communicated to the data subject before the commencement of data processing, or the data subject must be enabled to become aware of it.

4. DATA PROCESSING RELATED TO EMPLOYMENT RELATIONSHIPS

4.1. Data processing before the establishment of an employment relationship

Legal basis for data processing: Consent of the data subject. Purpose of data processing: Evaluation of applications, conclusion of an employment contract. Scope of data subjects: Individuals applying for a job. Processed data:

- Name,
- Place and date of birth,
- Address, postal address,
- Contact information, phone number, email address,
- Education, professional qualifications. Authorized to access personal data:
- The exercising employer's rights,
- Employee(s) performing human resources tasks,
- Head of the relevant organizational unit.

Deletion Deadline for Data: If there is no recruitment, the data must be deleted immediately thereafter.

1.1. Data Processing during Suitability Examination for Employment Position

Legal Basis for Data Processing: The legitimate interest of the employer. Purpose of Data Processing: Determination of suitability for the job position, establishment of an employment relationship. Data Subjects: Examined employees. Processed Data: Results of the examination. Authorized to Access Personal Data: Examiner. Deletion Deadline for Data: 3 years after the termination of employment.

1.2. Data Processing during the Existence of Employment Relationship

Legal Basis for Data Processing: The legitimate interest of the employer, fulfillment of legal obligations, performance of a contract. Purpose of Data Processing: Fulfillment of obligations arising from the employment relationship, exercise of rights arising from the employment relationship, establishment, and termination of employment. Data Subjects: Employees, individuals working in civil law relationships, those in simplified employment, leased employees. Processed Data: Personal data of employees kept in the employment records. Authorized to Access Personal Data: Exercising employer's rights, employees performing HR, accounting, payroll tasks, and data processors performing these tasks. Deletion Deadline for Data:

- a) Data necessary for determining length of service and pension must be kept for an additional 5 years beyond reaching retirement age, then deletable.
- b) Non-tax-related data related to payment must be kept for 5 years from the last day of the calendar year in which the declaration should have been prepared.
- c) Other employment-related data not covered by a) and b) are deleted after 3 years from the termination of employment.

1.3. Data Processing Related to Electronic Surveillance System

Legal Basis for Data Processing: The legitimate interest of the employer. Purpose of Data Processing: Personal and property protection, detection of offenses. Areas Under Electronic Surveillance:

- Gyöngyös, Hotel Opál
 - MATE Károly Róbert Student Hostel, Gyöngyös
 - MATE Somogyi Imre Dormitory, Budapest
 - MATE Budai Campus
 - MATE Gödöllő Campus
 - MATE Gödöllő, MGI site
 - MATE Kaposvár Campus
 - MATE Georgikon Campus
 - Szarvas, Körösök Völgye Pension
 - Szarvas, MATE Körös Hostel
- Data Subjects: Anyone entering the areas/rooms covered by the electronic surveillance system. Processed Data: Images recorded by the electronic surveillance system. Authorized to Access Personal Data: Business manager, employees operating the system, data processors handling operation. Deletion Deadline for Data: 16 days from recording.

1.4. Use of Employee Provided Email Account, Monitoring Workplace Internet Usage

Legal Basis for Data Processing: The legitimate interest of the employer. Purpose of Data Processing: Exercise of the employer's control rights, monitoring compliance with employee obligations. Control of the proper use of devices and tools used by employees, and compliance with the prohibition on private use. Data Subjects: Employees. Processed Data: None. Authorized to Access Personal Data: None. Deletion Deadline for Data: No data processing; the employee must be requested to delete.

2. DATA PROCESSING RELATED TO FINANCIAL OBLIGATIONS, STATE FINANCIAL RELATIONSHIPS

2.1. Data Processing Necessary for Fulfillment of Accounting Obligations

Legal Basis for Data Processing: Fulfillment of legal obligations (Act CXXVII of 2007, Section 159 (1) a). Purpose of Data Processing: Determination of mandatory content of invoices, issuing invoices, performing related accounting tasks. Data Subjects: Natural persons who are clients, customers, suppliers of the Company.

Processed Data: Name, address, tax number of natural person clients, customers, suppliers of the Company.

Authorized to Access Personal Data: The leader and employee responsible for invoicing as part of their job duties.

Deletion Deadline for Data: 8 years from the termination of the contract or business relationship.

1.1. Data Necessary for Fulfillment of Tax and Contribution Obligations

Legal Basis for Data Processing: Fulfillment of legal obligations (Act CL of 2017, Section 50 (1) a).

Purpose of Data Processing: Fulfillment of tax and/or social security obligations.

Data Subjects: Those in an employment or other legal relationship with the Company and their family members.

Processed Data: The following data of those in an employment or other legal relationship with the Company and their family members:

- Name
- Social security number (TAJ)
- Tax identification number
- Citizenship

Authorized to Access Personal Data: The leader and employee responsible for data provision and invoicing as part of their job duties.

Deletion Deadline for Data: 8 years from the termination of the legal relationship.

2. DATA PROCESSING RELATED TO ESTABLISHMENT AND MAINTENANCE OF BUSINESS RELATIONSHIPS, FULFILLMENT OF CONTRACTS, PROVISION OF SERVICES

2.1. Data Processing during Information Provision for Establishing Business Relationships, Inquiry for Quotations

Legal Basis for Data Processing: Consent of the data subject.

Purpose of Data Processing: Providing information, preparing quotations for the purpose of service provision.

Data Subjects: Natural persons requesting information or quotations from the Company.

Processed Data:

- Name
- Address
- Phone number
- Email address

Authorized to Access Personal Data: Employees of the Company preparing quotations for service provision.

Deletion Deadline for Data: 30 days from the provision of information or quotation, or 30 days after the termination of the business relationship.

2.2. Data Processing Related to Contract Fulfillment

Legal Basis for Data Processing: Contractual performance.

Purpose of Data Processing: Fulfillment of needs and services arising from the contract.

Data Subjects: Natural persons, clients, customers, suppliers entering into a contract with the Company.

Processed Data: Personal data necessary for the fulfillment of the contract:

- Name
- Address, postal code

- Contact information: phone number, email address
- Tax number or tax identification number
- Entrepreneurial identification number
- Bank account number

Authorized to Access Personal Data: The Company's CEO, employees responsible for preparing and fulfilling the contract.

Deletion Deadline for Data: 5 years from the termination of the contract.

2.3. Data Processing Related to Accommodation Booking

Legal Basis for Data Processing: Contractual performance.

Purpose of Data Processing: Fulfillment of needs and services arising from the contract.

Data Subjects: Individuals booking accommodation in the Company's operated accommodations (= recipients of accommodation services).

Processed Data: Personal data necessary for the fulfillment of the contract:

- Family and given name
- Date and place of birth
- Gender
- Mother's name
- Citizenship
- Identifying data of travel document or residence permit in the case of a third-country national
- Contact information: phone number, email address
- Address, postal code
- Car license plate
- Arrival and departure time
- Room number
- Bank account number
- Identifying data of the guest's identity document or travel document

Authorized to Access Personal Data: The accommodation manager, coordinators, employees responsible for preparing and fulfilling the contract.

Deletion Deadline for Data: 5 years from the termination of the contract. The accommodation facility must also keep guests' personal data defined by law until the last day of the first year following their knowledge of it.

2.4. Data Processing Related to Reporting Maintenance Needs of MATE Georgikon Campus, Pethe Ferenc Dormitory

Legal Basis for Data Processing: The legitimate interest of the employer, fulfillment of legal obligations, contractual performance.

Purpose of Data Processing: Correction of technical faults arising in the dormitories operated by MATE University Service Ltd.

Data Subjects: Students using the dormitory service and other persons entitled to further services at the dormitories operated by MATE University Service Ltd.

Processed Data: Personal data kept in the employment records:

- Name
- Phone number
- Email address
- Building
- Floor
- Room

PRIVACY NOTICE AND DATA PROCESSING INFORMATION

1. DATA PROCESSING RELATED TO NATURAL PERSON CUSTOMERS, BUYERS, AND SUPPLIERS OF THE COMPANY

1.1. Data necessary for fulfilling tax and contribution obligations

Legal basis for data processing: Fulfillment of legal obligation (Act CL of 2017, Section 50 (1)).

Purpose of data processing: Fulfillment of tax and/or social security obligations.

Data subjects: Individuals in employment or in any other legal relationship with the Company and their family members.

Processed data: Personal data of individuals in employment or in any other legal relationship with the Company and their family members, including:

- Name
- Social Security Number (TAJ)
- Tax Identification Number
- Citizenship

Authorized personnel to access personal data: Manager or employee performing invoicing as part of their job.

Data deletion deadline: 8 years from the termination of the legal relationship.

2. DATA PROCESSING RELATED TO BUSINESS RELATIONSHIPS ESTABLISHMENT, MAINTENANCE, AND CONTRACT PERFORMANCE, PROVISION OF SERVICES

2.1. Information provision during the establishment of business relationships, inquiry for quotations

Legal basis for data processing: Consent of the data subject.

Purpose of data processing: Providing information, preparing quotations for service provision.

Data subjects: Individuals requesting information or quotations from the Company.

Processed data:

- Name
- Address
- Phone number
- Email address

Authorized personnel to access personal data: Employees preparing quotations.

Data deletion deadline: 30 days from the provision of information or quotation, or 30 days after the termination of the business relationship.

2.2. Data processing related to contract performance

Legal basis for data processing: Contract performance.

Purpose of data processing: Fulfillment of contractual obligations, provision of services.

Data subjects: Natural persons, clients, buyers, suppliers entering into a contract with the Company.

Processed data: Personal data necessary for contract performance, including:

- Name
- Address (residential, postal)
- Contact details: phone number, email address
- Tax number or tax identification number
- Business license number
- Bank account number

Authorized personnel to access personal data: Company's CEO, employees responsible for contract preparation and performance.

Data deletion deadline: 5 years from the termination of the contract.

2.3. Data processing related to accommodation reservations

Legal basis for data processing: Contract performance.

Purpose of data processing: Fulfillment of contractual obligations, provision of services.

Data subjects: Individuals reserving accommodation in facilities operated by the Company.

Processed data: Personal data necessary for contract performance, including:

- Name (family and given name)
- Date and place of birth
- Gender
- Mother's name
- Citizenship
- Contact details: phone number, email address
- Address (residential, postal)
- Car license plate
- Arrival and departure time
- Room number
- Bank account number
- Identification data from the document allowing personal identification

Authorized personnel to access personal data: Accommodation facility manager, coordinators, employees responsible for contract preparation and performance.

Data deletion deadline: 5 years from the termination of the contract; the accommodation facility must retain the guests' data until the last day of the first year following the date of becoming aware of it.

2.4. Data processing related to maintenance needs reporting for the MATE Georgikon Campus, Pethe Ferenc Dormitory

Legal basis for data processing: Legitimate interest of the employer, fulfillment of legal obligation, contract performance.

Purpose of data processing: Correction of technical faults in the dormitories operated by MATE University Service Ltd.

Data subjects: Students using dormitory services and other persons entitled to services.

Processed data:

- Name
- Phone number
- Email address
- Building
- Floor
- Room

1. COMPANY-OPERATED WEBSITE-RELATED DATA PROCESSING

1.1. Information about visitors to the Company's website

a) During visits to the Company's websites, one or more cookies – small information packages sent by the server to the browser, which are then returned by the browser to the server with each request directed towards the server – are sent to the computer of the person visiting the website. Through these, the browser can be uniquely identified if the person visiting the website has given explicit (active) consent following clear and unambiguous information for further browsing on the website.

b) Cookies operate solely to enhance user experience and automate the login process. The cookies used on the website do not store information suitable for personal identification, and the Company does not conduct personal data processing in this regard.

2. RIGHTS OF THE DATA SUBJECT RELATED TO THE PROCESSING OF THEIR DATA

2.1. The data subject has the following rights regarding their personal data:

a) Right to prior information: The data subject is entitled to receive information about the details of data processing before the initiation of data processing activities.

b) Right to access, information about data processing: The data subject is entitled to receive feedback from the data controller regarding whether the processing of personal data is in progress and, if such processing is in progress, to have access to and be informed about the personal data. Information provided to the data subject regarding the data processed under legal obligation is provided in this Notice.

c) Right to correction and deletion of data: The data subject is entitled to request the correction of outdated or inaccurate data or supplementation of incomplete data. The data subject is entitled to request the deletion of their data without undue delay upon their request unless there is a legal justification for deletion. The Company is obliged to inform the data subject about the deletion or refusal of deletion.

d) Right to restrict data processing: Under the conditions defined by law, the data subject is entitled to request the restriction of data processing. During the restriction, the Company may not perform any data processing other than storing the data.

e) Right to data portability: The data subject is entitled to receive their personal data from the Company in the form specified by law and transfer it to another data controller or, if technically feasible, request the transfer of personal data between data controllers.

f) Right to object: The data subject is entitled to object at any time if their personal data is processed for a public interest purpose or based on the legitimate interest of the data controller.

g) Right to exemption from automated decision-making: The data subject is entitled not to be subject to a decision based solely on automated data processing, including profiling, which would have legal effects on them or significantly affect them.

2.2. Information on legal remedies

a) If the data subject believes that the processing of their personal data does not comply with legal regulations, they may submit a complaint to the National Authority for Data Protection and Freedom of Information (NAIH). Address: 1125 Budapest, Szilágyi Erzsébet fasor 22/c Phone: +36 (1) 391-

1400; Fax: +36 (1) 391-1410 Website: <http://www.naih.hu> Email: ugyfelszolgalat@naih.hu

b) A judicial review can be initiated against the decision of the NAIH.

3. NOTIFICATION OF DATA PROTECTION INCIDENTS AND APPLICABLE PROCEDURE

a) A data protection incident is a security breach resulting in the accidental or unlawful destruction, loss, alteration, unauthorized disclosure, or access to personal data transmitted, stored, or otherwise processed. Examples of a data protection incident include the loss or theft of a device (laptop, mobile phone) containing personal data, an attack on the information system, mistakenly sent emails containing personal data, or the public release of an address list.

b) If an employee or another person in an employment relationship with the Company becomes aware of a data protection incident related to the operation of the Company, they are immediately obliged to notify the CEO and the employee responsible for data processing in writing.

c) If a data protection incident is likely to pose a high risk to the rights and freedoms of natural persons, the data controller must promptly inform the data subject about the data protection incident.

d) Upon detecting a data protection incident, the representative of the Company must immediately conduct an investigation to identify the data protection incident and determine its possible consequences. Necessary measures must be taken to remedy the damages.

e) The data protection incident must be reported to the competent supervisory authority without undue delay and, if possible, no later than 72 hours after becoming aware of the data protection incident, unless the data protection incident is likely to pose no risk to the rights and freedoms of natural persons. If the report is not made within 72 hours, the reasons for the delay must be attached.

f) The data processor must report the data protection incident to the data controller without undue delay after becoming aware of it.

4. DEFINITIONS

- "Personal data": Any information related 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 one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.
- "Data processing": Any operation or set of operations performed on personal data or data sets, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination, or otherwise making available, alignment or combination, restriction, erasure, or destruction.
- "Restriction of data processing": The marking of stored personal data with the aim of limiting their processing in the future.
- "Profiling": Any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to a natural person, in particular to analyze or predict aspects concerning that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behavior, location, or movements.
- "Pseudonymization": The processing of personal data in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately, and technical and organizational measures are in place to ensure that the personal data is not attributed to an identified or identifiable natural person.
- "Register system": Any structured set of personal data accessible according to specific criteria, whether centralized, decentralized, or dispersed on a functional or geographical basis.
- "Data controller": A natural or legal person, public authority, agency, or other body that determines the purposes and means of the processing of personal data. Where the purposes and means of such processing are determined by Union or Member State law, the data controller or the specific criteria for their nomination may be provided for by Union or Member State law.

- "Data processor": A natural or legal person, public authority, agency, or other body that processes personal data on behalf of the data controller.
- "Recipient": A natural or legal person, public authority, agency, or another body, to which the personal data is disclosed, whether a third party or not. Public authorities that may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients; the processing of such data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.
- "Third party": A natural or legal person, public authority, agency, or body other than the data subject, the data controller, the data processor, and persons who, under the direct authority of the data controller or the data processor, are authorized to process personal data.
- "Consent of the data subject": Any freely given, specific, informed, and unambiguous indication of the data subject's wishes by which they, by a statement or by a clear affirmative action, signify agreement to the processing of their personal data.
- "Data protection incident": A breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, personal data transmitted, stored, or otherwise processed.
- "Business": A natural or legal person conducting economic activities, regardless of its legal form, including individual companies and associations of individuals conducting regular economic activities.

Issued in Gödöllő on November 29, 2023.

Gadanecz Ivett Imola s.k. CEO MATE University Service Nonprofit Limited Liability Company

Attachment 1
Registry of Data Processors

MATE Egyetemi Szolgáltató Nonprofit Kft.
2100 Gödöllő, Páter Károly utca 1.
Adószám: 153-00339-2-13

Data Processor Name	Data Processor Contact Information	Activity
Bugát Pál Kórház	3200 Gyöngyös, Dózsa György út 20-22.	
foglalkozaseu@freemail.hu	Occupational healthcare services	
ELI-MED Bt	2100 Gödöllő, Thököly u. 12/b	
Tel: +36 30 970 1187	Occupational healthcare services	
Dr. Kovács László ügyvéd	2100 Gödöllő, Dózsa Gy. út 2.	
dr.kovacs.laszlo.iroda@gmail.com	Legal services	
Fire Electric NEW E.C.	1152 Budapest, Szilas park 7.	
fire.electric@gmail.com		
06-37/570-030	Occupational safety and fire protection services	
Eu-Secure Zrt.	1055 Budapest, Bálint u. 21-23.	
+36 1 267 9111		
info@eusecgroup.com	Security services	
DigiWorx Hungary Kft.	3200 Gyöngyös, Virág u. 16.	
+37 309 024		
info@digiworx.hu	Video surveillance system development and distribution, consulting in IT	
FLEXYS Kft.	1037 Budapest, Kunigunda útja 15.	
flexys@flexys.hu		
(+36 1) 368 2076	Development, distribution, and consulting of IT equipment, computer networks, and business software	
VurMasszázs Kft.	3231 Gyöngyössolymos, Virág u. 33.	
falcsik.viktor@gmail.com	IT tasks for Károly Róbert Kft., massage services	
Lailanma Marketing Kft.	1181 Budapest, Csontváry Kosztka Tivadar utca 22. IV/12.	

Data Processor Name	Data Processor Contact Information	Activity
+36 1 290 4712		
support@lailanma.hu	Online marketing	
Resnweb	8200 Veszprém, Ádám Iván u. 1.	
+36 88 783 704		
info@resnweb.com	Room reservation system operation	

Accommodation Booking Services:

| Booking.com | Booking.com B.V.

Herengracht 597

1017 CE Amsterdam

Netherlands

+31 70 770 3884

customer.service@booking.com | Online accommodation booking services |

Szallas.hu Kft. | 3525 Miskolc, Régiposta utca 9.

+36 30 / 344 2000

szallas@szallas.hu | Room reservation system operation | | HRS Hotel Reservation

Service | Robert Ragge GmbH

Breslauer Platz 4

50668 Cologne

+49 221 2077 666

datenschutz@hrs.de | Room reservation system operation | | Travelminit International

SRL | Str. Traian 41, Cluj-Napoca 400046, Romania

0621-20-07-815

info@travelminit.hu | Room reservation system operation | | Trivago N.V. | Bennigsen-Platz 1

40474 Düsseldorf

Germany

info@trivago.de | Room reservation system and accommodation comparison system operation |

Cloud Services:

| Google Inc. | 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

| Microsoft | 70 Sir Rogerson's Quay

Dublin 2

Ireland

Tel.: 1800710200 | Operating system, Windows 10, Office, OneDrive, Bing management | | Facebook Ireland Ltd. | 4 Grand Canal Square, Grand Canal Harbour, Dublin 2 Ireland

Tourism Services:

| Gyöngyös-Mátra Turisztikai Közhasznú Egyesület | 3200 Gyöngyös, Fő tér 10.

+36 37/311-155

gyongyos@tourinform.hu | Information collection and publication | | Ittjartam.hu Kft. | 1016 Budapest, Hegyalja út 23.

info@ittjartam.hu | Management of hotel rating system | | HoteList Kft. | 5000

Szolnok, Szabadság tér 2. fszt. 2.

+36 70 930 78 95

info@szallasoutlet.hu | - |

1. Attachment No. 1**Privacy Statement for Employment Contracts and Other Legal Relationships for Work Performance**

Employee's Name:

Address:

Place of Birth:

Date of Birth:

Tax Identification Number:

Job Title:

1. The employee declares that they have fully acquainted themselves with and acknowledged the Company's privacy notice, which is part of the information on the processing of the employee's personal data.
2. The employee undertakes to comply with the data processing and data security rules specified in the Company's privacy notice, handles the processed personal data only in the performance of work-related duties, does not transmit them to third parties, and collaborates in taking necessary measures to prevent unauthorized access.
3. The employee declares that they treat personal data and business information obtained in connection with the performance of their duties as business secrets and keeps them confidential. Accordingly, they commit not to disclose to any third party the personal data and business information learned in connection with the performance of their job. Violation of this obligation may result in both labor law and criminal law consequences.
4. The employee declares that they will not exploit the business information and personal data obtained in the performance of their job duties for their own benefit or for the benefit of others, either directly or indirectly, and will not cause any legal, financial, or non-financial damage or harm to the Employer, its contractual partners, clients, or other third parties.
5. The undersigned employee expressly commits to take the necessary security measures to maintain confidentiality. The employee's obligation of confidentiality is unlimited in duration.

Executed on the ___ day of ___ month, 202__.

Employee

2. **Attachment No. 2**

Consent Statement for the Processing of Personal Data

1. **Name:**
2. **Address:**
3. **Phone number:**
4. **Email address:**
5. **Additional data:**

I declare that by signing this document voluntarily **CONSENT** to the processing of my personal data by the data controller:

6. **Company Name (Data Controller):** MATE University Service Nonprofit Ltd
7. **Registered Office:** 2100 Gödöllő, Páter Károly Street 1
8. **Company Registration Number:** 13-09-164852
9. **Tax Identification Number:** 24645966-2-13
10. **Representative's Name:** Gadanez Ivett Imola

for the following purposes:

11. **Purpose of Data Processing:** The data controller provided me with the following prior information regarding the processing of my personal data: the legal basis for the data controller's processing of personal data for the specified purpose is the data subject's consent, which is clear and explicit. The data subject gives their clear, explicit consent to the data controller's processing of their data by checking the checkbox on the data controller's website, following the information on the processing of their data, or by paper-based declaration. The data subjects affected by the processing: any natural person who gives clear, explicit consent for the company to process their personal data for the specified purpose. Categories of recipients of the processed personal data (those who can access the data): the company's manager and employees performing customer service tasks in their job roles. Scope of the processed personal data: name, address, phone number, email address. Location of data processing: the company's registered office. Duration of

data processing: until the withdrawal of the consent given for the processing of personal data. I acknowledge that I have the right to request access to my personal data, correction, deletion, restriction of processing, the right to data portability, the right to withdraw my consent at any time without time limits, and the right to lodge a complaint with the National Authority for Data Protection and Freedom of Information. Further information can be found in the data processing information available on the data controller's website.

Executed on the ___ day of ___ month, 20__.

Declarant