



HUNGARIAN
CENTRAL
STATISTICAL
OFFICE

GENERAL INFORMATION ON DATA PROCESSING



With reference to Article (12) of Regulation (EU) 2016/679 (General Data Protection Regulation, hereinafter referred to as: GDPR), the Hungarian Central Statistical Office (hereinafter referred to as: HCSO) provides the following information regarding data subjects (**natural persons**). The aim of this document is to provide every information related to the processing of your personal data in an unambiguous and transparent way.

If you have any questions regarding this document, please do not hesitate to contact the Data Protection Officer of HCSO:

Dr. Eszter Regős Eszter.Regos@ksh.hu; +(36 1) 341-6419.

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1. Data processing related to main tasks of HCSO

The main task of HCSO is to present the status and trends of the economy, society and environment through official statistical data. Accordingly, its tasks are to survey, process, disseminate and analyse data. Statistical data collection (1.1.) and statistical data transmission (1.2.) are the two types of statistical surveys. Statistical data collections can be mandatory (1.1.1–1.1.3.) or voluntary (1.1.4.).

1.1. Statistical data collection

Any natural or legal person, or organisation with legal entity, might be obligated to provide data by means of statistical data collection.

Mandatory statistical data collections involving personal data of natural persons can only be ordered by an Act of Parliament, except for the economic activity of natural persons engaged in economic activity. The Population census in 2011 (1.1.1.) and the Microcensus in 2016 (1.1.2.) were carried out by HCSO under the authorisation of an Act of Parliament and Act CI of 2018 is the legal basis for the 2021 Population census. Other statistical data collections are voluntary; personal data should be processed on the basis of the consent of the data subject (1.1.4.).

1.1.1. Population census in 2021

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest. The aim is to produce official statistics. See more information: 1.1.2. a).
- b) Data controllers: HCSO officials during the census, and enumerators in contractual privity with the HCSO during the census for the tasks of survey preparation, data processing and pre- and post-dissemination. The HCSO as a public authority performs its tasks regarding the collection, processing and dissemination of the data by involving the Centre for Statistical Analysis Limited Liability Company established by the President of the HCSO and entirely owned by the Hungarian State.
- c) Data subjects and scope of data: all Hungarian citizens who habitually reside within the borders of the country or who are temporarily staying abroad for a period of less than 12 months. All foreign citizens and stateless persons living in the territory of the country for a period longer than 3 months.
Provision of the following data is **mandatory**: **surname, first name**, sex, date of birth, citizenship, place of residence, tenure status, marital status, family or household status, live births, school attendance, educational attainment level, language skills, economic activity, job search, occupation, employer, place of work or school, and daily commute to work or school.
The following data is provided on a **voluntary** basis: (response to these questions is voluntary) nationality, ethnicity, mother and spoken tongue, religion, chronic conditions, disabilities.

- d) Duration of data processing: the relationship between the religion and nationality related pseudonymized data and the natural person must be permanently terminated after completion of data processing (28 June 2022). The relationship between pseudonomized data and natural persons can be restored for the purpose of preparing and processing data only to the extent and for the time necessary to achieve the objective and they can be linked to administrative data used for the 2021 census for purposes of data preparation and processing only to the extent and for the time necessary to achieve the objective.

More information about data transmission: 1.2.2.

1.1.2. Population census in 2011

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest. The population census is the only data collecting method that provides a complete and detailed picture on the life circumstances of Hungary's population as a whole. The precise data obtained from the census allows for the planning and implementation of economic, health, educational, social and cultural developments in the country. The Hungarian census is part of an international programme: it is mandatory for all of the European Union's Member States. It allows us to provide precise data about ourselves to our neighbours, to the European Union, and to the whole world.
- b) Data controllers: the enumerators in contractual privity with the HCSO during the census for the tasks of survey preparation, data processing and pre- and post-dissemination.
- c) Data subjects and scope of data: all Hungarian citizens who habitually reside within the borders of the country or who are temporarily staying abroad for a period of less than 12 months. All foreign citizens and stateless persons living in the territory of the country for a period longer than 3 months.
Surnames and first names are not recorded during the census.
Provision of the following data is **mandatory**: sex, date of birth, citizenship, place of residence, tenure status, marital status, family or household status, live births, school attendance, educational attainment level, language skills, economic activity, job search, occupation, employer, place of work or school, and daily commute to work or school.
The following data is provided on a **voluntary** basis: (response to these questions is voluntary) nationality, ethnicity, mother and spoken tongue, religion, chronic conditions, disabilities.
It is important to note that the above data are recorded anonymously, with only the place of residence stored separately by the HCSO.
- d) Duration of data processing: since the first Hungarian population census in 1896, the HCSO has carried out fifteen population censuses. Having regard to the fact that these data do not contain any direct identifier (names), there are no limitations concerning the duration of data processing.

More information about population census in 2011 can be found at:

<http://www.ksh.hu/nepszamlalas/?lang=en>

1.1.3. Microcensus in 2016

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest. Microcensus is a sample-based population enumeration which tracks social trends between two full-scope censuses.
Updated information can be obtained about the size and composition of the population according to age, sex, marital status, school attendance, employment, nationality and other different demographic indicators, as well as a detailed picture about the main attributes of households and families, and about the housing stock.
Microcensus can demonstrate the changes that have occurred since the last population census.
- b) Data controllers: enumerators who are in contractual privity with the HCSO during the survey for the tasks of survey preparation, data processing and pre- and post-dissemination.
- c) Data subjects and scope of data: all Hungarian citizens with habitual residence at one of the addresses selected by HCSO or temporarily staying abroad for a period of less than 12 months. Furthermore, all foreign citizens and stateless people living at one of the addresses selected by HCSO for a period longer than 3 months.
Surnames and first names are not recorded during the microcensus.
Provision of the following data is **mandatory**: sex, date of birth, citizenship, place of residence, tenure status, marital status, family status, live births, school attendance, educational attainment level, language skills, economic activity, occupation, employer and place of work. In the event of refusal to comply with a mandatory data collection, natural persons may be subject to an administrative penalty.
The following data is provided on a **voluntary** basis: (response to these questions is voluntary) health status, disabilities, nationality, ethnicity, mother and spoken language.
It is important to note that the above data are recorded anonymously, with only the place of residence stored separately by the HCSO.
- d) Duration of data processing: since the first Hungarian Microcensus in 1963, the seventh Microcensus has been carried out in 2016. Having regard to the fact that these data do not contain any direct identifiers (names), there are no limitations concerning the duration of processing.

More information about Microcensus in 2016 can be found at:

<http://www.ksh.hu/mikrocenzus2016/?lang=en>

1.1.4. Household surveys

- a) Legal basis and purpose of data processing: the legal basis of processing according to point (a) of Article 6(1) of the GDPR is the consent given by the data subject. The aim is the production of official statistics related to the purpose of the data collection.
- b) Data controllers: HCSO officials who – on the basis of their job descriptions – perform public functions in the given statistical domain. HCSO as a public authority performs its tasks regarding the collection, processing and dissemination of the data by involving the Centre for Statistical Analysis Limited Liability Company established by the President of HCSO and entirely owned by the Hungarian State.
- c) Data subjects and scope of data: data subjects are determined according to areas in connection with the object of the data collection. The most frequent domains of data collections are: income and living conditions, labour market, travel habits of the population. The scope of data is the content of the (survey) questionnaires without direct identifiers. In case of data collection by name, a separate data management guide must be prepared.
- d) Duration of data processing: having regard to the fact that these data do not contain any direct identifiers, there are no limitations concerning the duration of processing. In case of data collection by name, a separate data management guide must be prepared.

Further information:

http://www.ksh.hu/docs/hun/info/adatgyujtes/2018/onkentes_2018.pdf

http://www.ksh.hu/interaktiv_lakossagi

<http://www.ksh.hu/elakos>

1.2. Statistical data transmission from administrative sources

Legislation requires certain organizations to keep mandatory registers. These are called administrative data sources or administrative registers. The HCSO is allowed to take over these data – with the exception of classified data – through safe channels and use the content of these records for official statistical purposes in a way that allows individual identification by accessing personal data. An agreement signed by the HCSO and the owner of the administrative data determines the detailed terms of the transmission of administrative data.

The agreements between the HCSO and owners of administrative data are available here: (http://www.ksh.hu/kozerdeku_tevekenysegre_egyuttmukodesi_megallapodasok)

1.2.1. Data transmissions containing personal data of natural persons

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest. The aim in every case is to produce official statistics.

b) Data controllers: HCSO officials who – on the basis of their job descriptions and their level of access – perform public functions in the given Department of the Statistics Directorate.

c) Data subjects and the scope of data:

Record no.	Name of record	Type of personal data	Data source
2326	Employees' and self-employed individuals' social security records	tax number	NAV (National Tax and Customs Administration)
2301	Personal income tax database of foreign citizens	tax number	NAV
2319*	Tax data (Value Added Tax returns)	tax number	NAV
2367	Results of tax audits on VAT	tax number	NAV
2368	Results of personal income-tax returns	tax number	NAV
2196	Register of residence and settlement permits	name, address	BMH (Immigration and Migration Office)
2228	Data of citizens who migrated abroad	name, address	BM NYHÁT (Ministry of Interior Deputy Secretariat for Register's Management)
2307	ENAR (Uniform Farm Animal Identification and Registration System)	tax number	NÉBIH (National Food Chain Safety Office)
2308	Information system of poultry (BIR)	tax number	NÉBIH
2409	Register of licensed agricultural small-scale producers	name, address, tax number	NÉBIH
2485	Personal-level monthly labour data on organizations in the Centralized Payroll System	tax number	MÁK (Hungarian State Treasury)

* The data subject is not a natural person in every case.

The data transmitted shall be stored separately from the direct identifiers (tax number, name, address). The connection between the data transmitted and the direct identifiers of statistical units can only be restored if official statistical analyses or processing purposes require so, and only for the time necessary to carry out the analyses.

d) Duration of data processing: after the official statistical work is performed, direct identifiers (tax number, name, address) must be deleted.

1.2.2. Data transmission for Population census in 2021

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest. The aim is to produce official statistics.
- b) Data controllers: officials of Population Census and Demographic Statistics Department of Statistics Directorate.
- c) Data subjects and scope of data: data subjects according to 1.1.1. c).
The scope of data:
- Central Address Register - home address;
 - personal data and address register - sex, date of birth, nationality, place of residence, marital status;
 - police registration on foreign nationals - nationality, place of residence;
 - asylum records - nationality, place of residence;
 - Public Education Information System - existing pre-schooler or student status in a public educational institution, as well as qualifications obtained;
 - Higher Education Information System - legal relationship with any higher education institution and acquired qualifications;
 - recipient, retirement, right acquisition records - the fact of being a recipient (within economic activities);
 - registration of social benefits - the fact of being a recipient (within economic activities);
 - family support registers - the fact of being a recipient (within economic activities);
 - registers of social and pension insurance databases for Hungarian and foreign workers and sole proprietors - economic activity, occupation, employer, job;
 - health insurance database - the fact of being a recipient (within economic activities);
 - registration of job seekers - economic activity;
 - Single Electronic Utility Registration System - public utility access.
- d) Duration of data processing: after the official statistical work is performed, direct identifiers must be deleted.

1.3. Vital statistics

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest (also see section 30 of Act CLV of 2016 on Official Statistics). The aim is to monitor vital events, namely: births, deaths, marriages (divorces and marriage annulments), registered partnerships (formation and dissolution), the registration of civil partners' declarations (and termination) and address changes.
- b) Data controllers: HCSO officials, who – on the basis of their job descriptions – perform public functions in the given statistical domain.

- c) Data subjects and scope of data: the subjects of vital events in Hungary as well as the subjects of vital events abroad of Hungarian residents living abroad and registered in Hungary. The statistics of vital events cover the following groups of data: name, address, social security number, citizenship, place and date of birth, sex, marital status, family status, educational qualification, economic activity, occupation, number of children, health status related to birth or death, abortion, as a vital event, place of registration, individual electronic identification number of the registration, place and date of the vital event and data related to the examination of the deceased. The detailed content of the data collection is available in Annex 1–11 of [Government Decree 184/2017](#) and [Government Decree 351/2013](#).
Data source: Data shall be provided by the competent registrars, health care providers, doctors entitled to issue the certificate on the examination of the deceased, courts and notaries, health visitors according to the place of the vital event and – in the case of events occurred abroad – by the authorities performing domestic registrations. Address data shall be provided by the central body in charge of the register of personal data and address in accordance the rules to which it is subject.
- d) Duration of data processing: Among the data collected with respect to the vital event or to the change of address, name, address, social security number and individual electronic identification number of the registration shall be deleted within 8 days after the data are checked from the aspect of completeness and coherence.
- e) Data transmission: according to subsections 8, 11 of section 16 and subsection 3a of section 20 of Act XLVII of 1997 on Processing and Protection of Medical and Other Related Personal Data, the HCSO transmits data on deceased people that enable personal identification to Registers and the medical authority of public administration. The aim of data transmission is to facilitate the work of healthcare providers, including the supervision and monitoring of the health status of the patients, the execution of medical and epidemiology examinations, performing analyses, and planning and organising the medical care and budget planning. Within 8 days after data are processed, data that were not registered, including data of the deceased, must be deleted. The medical authority of public administration immediately deletes all data that enables the identification of a natural person after data were processed for official statistical purposes or after they were anonymised.

Summary information:

http://www.ksh.hu/docs/hun/info/adatgyujtes/2018/torveny_nepmozgalmi.pdf

2. Other data processing related to the functions of HCSO

HCSO needs to contact natural persons in order to perform its fundamental tasks, which results in further data processing (Section 2.1–2.14.).

2.1. Website

a) Legal basis and purpose of data processing: the legal basis of processing according to point (a) of Article 6(1) of the GDPR is the consent given by the data subject. The aim of data processing is to provide, develop and control the appropriate functioning of the website and to prevent any dysfunction. No profiling is done.

b) Data controllers: officials of Information Technology Services Department and Methodology Department of the Architectural Services Directorate, a website development company, officials working in the Publishing Department of the Dissemination Directorate and Coordination Section of the Deputy President (Dissemination).

c) Data subjects and scope of data: data subjects are visitors to the website. The recorded data are: ID address of PC, date and time of download, user settings used on website (for example: attributes used for ordering on e-Shelf), identifier of open files/folders (demography of users, technical parameters).

We do not use any visitor counter or web marking. Cookies with the following functionalities are used:

- recording users' settings (attributes used for filtering and ordering, date of last visit);
- recording browser sessions (following signed-in users, e.g. e-Shelf user);
- statistics of visitors (Google Analytics).

Weblog is also used by HCSO.

d) Duration of data processing: sessions are deleted at the time of closing the web browser. In case of certain cookies the duration of processing is 90-365 days, while it is unlimited in case of Google Analytics. Users can delete cookies on their PCs and they can disable the use of cookies in the web browser.

2.2. Newsletter

a) Legal basis and purpose of data processing: the legal basis of data processing according to point (a) of Article 6(1) of the GDPR is the consent given by the data subject. The aim of data processing is to send e-newsletters to enquirers and to provide direct information about the most important publications and events of HCSO, as well as the publication dates of first releases.

b) Data controllers: a newsletter services are performed by officials working in the Editorial Section of the Publishing Department and User Relations Department, of the Dissemination Directorate.

- c) Data subjects and scope of data: data given during the registration to the Newsletter: name, email address, and date of registration.
- d) Duration of data processing: data will be removed immediately after the request of data subjects or after 3 days in case of invalid registration.

Newsletter is available at: <http://go.ksh.hu/100>

2.3. Contact us

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest (also see section 8 of Act CLV of 2016 on Official Statistics). The aim of data processing is to answer questions, fulfil requests of persons contacting HCSO, and monitor and analyse user needs.
- b) Data controllers: officials working for the Information service, and the Complex services Sections of User Relation Department in the Dissemination Directorate, and Coordination Section of the Deputy President (Dissemination). (More information about contracts: 2.13.)
- c) Data subjects and scope of data: persons contacting HCSO to request data or use HCSO services. Scope of data: name, email address, postal code, city, purpose of data use, user group, full name of enterprise, tax number, central email address and telephone number, name of contact person, telephone number and email address of contact person (voluntary information).
- d) Duration of data processing: data is processed according to rules on the processing of official documents.

Further information: <https://kapcsolat.ksh.hu/ContactCenter/index.xhtml?lang=en>

2.4. Contact of OSAP

- a) Legal basis and purpose of data processing: according to point (f) of Article 6(1) of the GDPR, data processing is necessary for the purposes of the legitimate interests pursued by a third party. The aim of the data processing is approval and contact and finally to implement the provision of data.
- b) Data controllers: officials of Information Technology Services Department and Methodology Department of the Architectural Services Directorate, and User Relation Department of Dissemination Directorate.
- c) Data subjects: persons completing, approving and contacting the data sheet on behalf of the organization responsible for providing data. The scope of data: name, post, phone number, e-mail.

- d) Duration of data processing: processing of personal data is related to the processing of the data of the organization. The data will be modified or deleted upon request.

2.5. Publication Repertory and e-Shelf

- a) Legal basis and purpose of data processing: according to point (b) of Article 6(1) of the GDPR, data processing is necessary for performing a contract to which the data subject is party. The aim of data processing is billing in case of publications available for a fee and to view and download electronic publications (for example, in the format of PDF files, Excel tables) purchased from HCSO and internet annexes on their e-Shelf at any time.
- b) Data controllers: officials working in the Marketing Section of the User Relation Department within the Dissemination Directorate perform the tasks related to publication repertory service and officials working in the Editorial Division of Publishing Department of the Dissemination Directorate perform e-Shelf related tasks.
- c) Data subjects and scope of data: in case of publications available for a fee in the Publication Repertory name, email address and billing address; in case of e-Shelf service name, email address, date of registration, identifier of purchased publications, time and date of first activation and numbers of downloading in e-Shelf. Custom statistics are made from these data.
- d) Duration of data processing: according to Act C of 2000 on accounting, billing information is retained for a period of 8 years in the case of publications ordered in the Publication Repertory. Data given during the e-Shelf registration will be deleted immediately after the request of data subjects.

The Public Repertory is available at:

http://www.ksh.hu/apps/shop.main?p_lang=EN

The E-Self is available at:

<https://www.ksh.hu/shelf?lang=en>

2.6. Services

- a) Legal basis and purpose of processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest (also see Section 8 of Act CLV of 2016 on Official Statistics). The aim of data processing is to perform services (analysing, data compilation, output checking etc.).
- b) Data controllers: officials working in the Information service, the Complex services and Marketing Sections of User Relation Department, Dissemination Directorate and officials working in the Accounting Sections of the Financial Management Department and Legal Affairs Section of Statistical Coordination and Legal Affairs Department.

- c) Data subjects and scope of data: users of services available for a fee; processed data: name, place and date of birth, email address and billing address. In case of confidentiality statement further processed data: identity card number, name of mother.
- d) Duration of processing: data are retained according to the regulation of document management, according to Act C of 2000 on accounting, the billing information are retained for 8 years; further information available at 2.14.

2.7. Camera surveillance system

- a) Legal basis and purpose of data processing: according to point (f) of Article 6(1) of the GDPR, data processing is necessary for the purposes of the legitimate interests pursued by the controller, having regard to Act CXXXIII of 2005 on the rules of personal and property protection activities and private investigation. If a person does not give his/her permission to be recorded, instead of personal contact an alternative form of communication can also be used (via phone, email). The aim of data processing is personal and property protection.
- b) Data controllers: Head of the Facility Management and Maintenance Section of the Financial Management Department and 3 assigned officials (in every building); also the staff of reception services of the Centre for Statistical Analysis Limited Liability Company in the buildings of Budapest, Miskolc, Szeged, Pécs, Debrecen and Győr.
- c) Data subjects and scope of data: the visitors to the buildings of HCSO. The processed data are image recordings made at the entrance of the buildings, the reception services, some of the corridors, parking spaces in the inner court and in the corridors and reading rooms of the HCSO Library.
- d) Duration of data processing: unutilized recordings are deleted after 3 working days; in case of public programmes, after 30 days. (Utilization means the usage of recordings at judicial or other administrative procedures.)

More information:

http://www.ksh.hu/docs/bemutakozas/hun/ksh_kameras_megfigyelo_rendszer.pdf

2.8. Camera surveillance system – Safe Centre

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for the performance of a task carried out in the public interest (also see Section 41 of Act CLV of 2016 on Official Statistics). The aim of data processing is to check that all safety rules regarding data processing in the Safe Centre are complied.
- b) Data controllers: Head of the Facility Management and Maintenance Section of the Financial Management Department, 3 assigned officials and the staff of the reception service.

- c) Data subjects and scope of data: researchers using the premises and services of the Safe Centre in Budapest (H-1024 Budapest, Keleti Károly Street 5–7) in Szeged (6726 Szeged, Jobb fásor Street 6-10.) and in the Safe Centre of MTA KRTK (1097 Budapest, Tóth Kálmán Street 4.B). The processed data are image recordings made at the Safe Centre.
- d) Duration of data processing: unutilized recordings are deleted after 3 working days. (Utilization means the usage of recordings at judicial or other administrative procedures.)

More information available at: http://www.ksh.hu/safe_centre_access

2.9. Access Control System

- a) Legal basis and purpose of data processing: according to point (f) of Article 6(1) of the GDPR, data processing is necessary for the purposes of the legitimate interests pursued by the controller. The purpose of operating an electronic personal and vehicle access control system is the protection of persons and property, as well as the control of entry and exit into the official territory of HCSO.
- b) Data controllers: Head of the Facility Management and Maintenance Section of the Financial Management Department and officials appointed by him.
- c) Data subjects and scope of data: visitors entering the buildings of the HCSO. Scope of data: name, address, time of entry and exit, number plate and type of the entering vehicle.
- d) Duration of data processing: data are deleted after 3 working days.

2.10. Job applications, HR's Data Bank of CVs, Professional Internship and Public Service

- a) Legal basis and purpose of data processing: the legal basis of data processing according to point (a) of Article 6(1) of GDPR is the consent given by the data subject. The aim of data processing is to fill vacant positions – or in case of the Data Bank of CVs, to fill a position which will be opened in the future – to establish an employment relationship between the employee and HCSO; and to provide professional internship opportunities for students.
- b) Data controller: officials working in the Human Resources Section of Human Resources Management and Training Department, leaders participating in the application procedure, mentors and managers involved in the management of professional internships.
- c) Data subjects and scope of data: a applicants who applied for open positions at the HCSO, applicants who sent their CVs to the Data Bank of the HCSO, and applicants for professional internships. The scope of data in the case of the application for an open position: public service CV regulated by Government Decree 45/2012 (III. 20.), motivation letter, copies of documents certifying education and language exams, certificate of good conduct and the declaration of the applicant regarding the processing of data applicant's permission to process his/her data. In case of the Data Bank: public

service CVs regulated by Government Decree 45/2012 (III. 20.), motivation letter, copies of documents certifying education and language exams, and the declaration of applicant regarding the processing of data in the Data Bank. In case of professional internship: CV, motivation letter, and a declaration by the applicant that his/her data may be processed. In case of public service: name of student and name of institute.

- d) Duration of data processing: in case of open positions, the data of the successful applicants will be stored in their personal files, otherwise all data will be deleted. In case of the Data Bank, all data are kept for 1 year. In case of professional internships, data of successful applicants will be stored for 3 years, and 1 year for rejected applicants.

More information: <http://www.ksh.hu/allashirdetesek>

2.11. Public events

- a) Legal basis and purpose of data processing: the legal basis of processing according to point (a) of Article 6(1) of the GDPR is the consent given by registration of the data subject to the event. The aim of handling names and contract information is to identify participants when entering the event and to record and verify certified attendance. Image, audio and video recordings are intended to inform the public, which is ultimately a public task.
- b) Data controllers: officials working in the Communication Section of User Relation Department of Dissemination Directorate, International Relations Section of Office of the President.
- c) Data subjects and scope of data: those who are registered to the public events of HCSO, as well as those who participate at public events. The scope of data: name, contact information (e-mail, address, phone number), image and audio recordings. The image and audio recordings can be public in case of dissemination.
- d) Duration of data processing: name and contract information are deleted after the event closes, attendance registers (name and signature) will be retained for 60 days after the event, image, audio and video recordings are stored until the time of publishing on the website and on social networking websites, with the exception of information materials retained for archives.

2.12. User opinion research, needs assessment

- a) Legal basis and purpose of data processing: according to point (e) of Article 6(1) of the GDPR, data processing is necessary for performing a task carried out in the public interest (Section 8 of Act CLV of 2016 on Official Statistics). The aim of data processing is to support the participation in user satisfaction surveys, organization of events and research – e.g. focus group surveys, in-depth interviews – with this purpose. The collected anonymous data is used to produce statistics on the opinion of our users which serve as input for our developments.

- b) Data controllers: officials working in the Coordination and Marketing Section of Dissemination Directorate.
- c) Data subjects and scope of data: those who participate in the research. The scope of data: name, date of birth, contact information (e-mail, phone number), date of application, place of residence, field of interest and profession, qualification.
- d) Duration of data processing: data will be removed immediately after the request of data subjects.

2.13. Cognitive and focus group testing of questionnaire

- a) Legal basis and aim of processing: the legal basis of processing according to point (a) of Article 6(1) of the GDPR is the consent given by the data subject. The aim of processing of contact information is to be in contact, in case of further information: selection. The content of the questionnaire and the possible audio material serve the purpose of assessing the applicability of the questionnaires to be applied by the HCSO. Further information: 2.14.
- b) Data controllers: officials working in the Sampling and Processing Methodology Section of Methodology Department of Architectural Services Directorate and Statistics Departments of Statistics Directorate. For further information, please see: point 2.14.
- c) Data subjects and scope of data: those who apply for testing. The scope of data in case of all applicants: name, contact information (e-mail, phone number), date of birth, profession, number of household, number of children under 16, place (county and type) of residence. Furthermore in case of chosen applicant: qualification, profession, name of school, identification number and date of certificate. The content of the questionnaire is anonymous. If an audio recording is made of the interview, the audio material is stored separately from the identifiers. See also 2.14. point Contracts.
- d) Duration of data processing: according to the consent 1, 3, 5 years. In case of chosen applicants: name, date and place of birth and mother's name will be stored for 3 years, because participation is only allowed once every 3 years. The record will be stored for 1 year separately from other personal data.

2.14. Contracts

- a) Legal basis and purpose of data processing: according to point (b) of Article 6(1) of the GDPR, data processing is necessary for the performance of a contract to which the data subject is party. The aim of processing is the fulfilment of the contracts.
- b) Data controllers: officials working in the Financial Management Department, and Legal Affairs Section of Statistical Coordination and Legal Affairs Department and other Departments.

- c) Data subjects and scope of data: natural persons who are in legal contact with HCSO. The scope of data: birth name, place and date of birth, address, TAX number, number of bank account, email and phone number. In case of contracts concluded with non-natural persons, the personal data of contact persons shall be as set out in point 2.4.
- d) Duration of data processing: according to Act C of 2000 on accounting, billing information are retained for 8 years. Records of contracts are not discarded in accordance with the document management rules.

2.15. Prize draw

- a) Legal basis and aim of processing: the legal basis of processing according to the point (a) of Article 6(1) of the GDPR is the consent given by the data subject. The aim of processing of contact information is to identify the participants, to contact the winner, and to display the name of the winner on the website to inform the public. The name of the settlement where the winner lives will also be published.
- b) Data controllers: members of the Draw Board of HCSO, officials working in the Financial Management Department, and Legal Affairs Section of Statistical Coordination and Legal Affairs Department. By publishing on the website of HCSO, the names of the winners and the names of the settlements where they reside can be found by the users of the website.
- c) Data subjects and scope of data: participants in the draw. The scope of data: name, contact information (e-mail or phone number). The winner must provide a mailing address and a name. Data published on the HCSO website: name of the winner and name of the settlement where he/she lives.
- d) Duration of data processing: personal data provided by non-winners will be immediately deleted by HCSO and the personal data provided by the winners will be handled by HCSO for the time necessary to fulfil its legal obligations and until the end of the warranty period. On the day of receipt of the last prize, HCSO will remove the data published on the winners from its website.

3. Security of data processing

IT Security Policy is available at:

http://www.ksh.hu/docs/bemutakozas/hun/ibp_politika.pdf

4. Rights and redress of the data subjects

4.1. Rights of data subjects in case of processing of point 1.

4.1.1. Right to information

In this document, HCSO provides transparency to natural persons. It also publishes a special data management guide for non-permanent data handling not included in this guide.

4.1.2. Right of access by the data subject

In addition to section 4.1.1, further general information may be requested from the HCSO's Data Protection Officer. Pursuant to Section 39 (6a) of Act CLV of 2016 on Official Statistics, personal data relating to the data subject may be provided in writing only on the basis of the original data provided by the data subject. Reproduction is only possible with data processed in the context of data collection.

4.1.3. Right to rectification

According to the section 40 (4) of Act CLV of 2016 on Official Statistics, the data subject may exercise the right to rectification with regard to data collections. In case of data transmissions, the data subject may contact the organization of the data source. Rectification is possible for data collections until the start of the processing phase for statistical purposes. During the 2021 census, the data subject may exercise this right until the statistical data processing begins. HCSO has no obligation to rectify the data if it would render impossible or violate the application of the statistical methodology of data collection or other professional criteria.

4.1.4. Right to erasure

According to GDPR, the data subject may exercise this right if the processing is not necessary for the performance of the task carried out for reason of public interest (official statistics). During the 2021 census, the data subject may exercise this right with regard to data based on voluntary reporting. Exercising these rights will not affect the anonymised information databases that will be created by HCSO using data from the 2021 census.

4.1.5. Right to restriction of processing

According to GDPR, the data subject may exercise this right if the processing is not necessary for the performance of the task carried out for reason of public interest (official statistics). Article 23 (7) of Act CLV of 2016 on Official Statistics states that the right to restrict data management may not be exercised by a natural person as a statistical unit if the statistical survey was conducted in accordance with the provisions of this Act.

During the 2021 census, the data subject may exercise this right with regard to data based on voluntary reporting. Exercising these rights will not affect the anonymised information databases that will be created by HCSO using data from the 2021 census.

4.1.6. Right to object

According to GDPR, the data subject may exercise this right if the processing is not necessary for the performance of the task carried out for reason of public interest (official statistics). During the 2021 census, the data subject may exercise this right with regard to data based on voluntary reporting. Exercising these rights will not affect the anonymised information databases that will be created by HCSO using data from the 2021 census.

4.2. Rights of data subjects in case of processing of point 2.

The data subject can request:

- a) to get information on data processing concerning his/her data;
- b) to get access to his/her personal data (in electronic way or in a form of copy);
- c) the rectification of inaccurate personal data or the correction of incomplete personal data;
- d) to erase his/her personal data or to restrict the processing of his/her data if the necessary conditions exist;
- e) the data subject can protest against the handling of his/her personal data.

4.3. Redress

In the case of violating the rights of the data subject, he/she can

- a) contact the data protection officer (Dr. Eszter Regős, Eszter.Regos@ksh.hu; +(36-1)-345-6419); or;
- b) turn to a court (Fővárosi Törvényszék, H-1055 Budapest, Markó Street 27. <http://fovarositorvenyszek.birosag.hu/english>);
- c) initiate an investigation by the Hungarian National Authority for Data Protection and Freedom of Information (H-1125 Budapest, Szilágyi Erzsébet Alley 22/C, ugyfelszolgalat@naih.hu) or other national authority for data protection of Member States.