

Dear Visitor,

Participation in factory tours is subject to online registration. The personal data provided by you for the registration will be processed by Audi Hungaria Zrt. (address: H-9027 Győr, Audi Hungária út 1.; company registration number: 08-10-001840; hereinafter: Audi Hungaria or Controller) according to this information document ("Information Document").

At Audi Hungaria, we are committed to protecting your personal data, and attach great importance to respecting your right to personal autonomy regarding your information. Audi Hungaria will keep all personal data confidential and take all security, technical and organisational measures to ensure their protection.

## 1. General Provisions

### The data of Audi Hungaria as Controller; the contact details of the data protection officer

**Name of the Controller:** Audi Hungaria Zrt.

**Registered office:** H-9027 Győr, Audi Hungária út 1.

**Company registration number:** 08-10-001840

**Contact person you can address by questions and complaints:** Dr. Eszter Horváth, e-mail: eszter2.horvath@audi.hu, Audi Hungaria Visitors Center, [welcomecenter@audi.hu](mailto:welcomecenter@audi.hu)

**Data protection officer:** dr. László András Horváth, Phone: +36-96-66-8472, Email: laszlo.horvath.dr@audi.hu

### 1.1 Terms, principles, related laws

#### Definitions

**'processing'** means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

**'processor'** means a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller;

**'personal data breach'** means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed;

**'third party'** means a natural or legal person, public authority, agency or body other than the data subject, controller, processor and persons who, under the direct authority of the controller or processor, are authorised to process personal data;

**'personal data'** means any information relating 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 to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person;

### 1.2 Basic principles

Audi Hungaria, as the Controller, is responsible for compliance with the following provisions relating to personal data:

- personal data will be processed lawfully, fairly and in a transparent manner in relation to the data subject ('lawfulness, fairness and transparency');
- personal data will be collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes ('purpose limitation');

- personal data will be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed ('data minimisation');
- personal data will be accurate and, where necessary, kept up to date; every reasonable step will be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay ('accuracy');
- personal data will be kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed ('storage limitation');
- personal data will be processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures ('integrity and confidentiality').

### 1.3 Related laws

- The General Data Protection Regulation, short: GDPR) of the European Parliament, the European Commission and the European Council (EU) Act. 2016/679 (27. April 2016.) as well as-if it to be applied-the regulations of the law about the Right of Informational Self-Determination and on Freedom of Information Act. CXII of 2011 (below: InfoG).

## 2. The scope of personal data processed by Audi Hungaria and the purpose of data management

**The purpose of processing:** Personal data provided by you will be managed by Audi Hungaria only for the purpose of registering your intent to participate in the factory tour and related communication with you.

**Basis for processing:** Your consent.

**Scope of personal data processed:** The data provided by you upon registration.

**Duration of processing:** Your data will be deleted within 24 hours after the factory tour through the fact that in GALEUS system – which operates as technical background system of the factory tours- stored data automatically gets deleted 24 hours after the visit.

**Persons authorised to access the data:** Your data can be accessed by members of Audi Hungaria's staff in charge of organising and conducting factory tours. Technical operation of the portal created for registration for factory tours is carried out by one of Audi Hungaria's third party vendors (Web Hosting Kft., address: H-1116 Budapest, Talpas utca 3., email: info@webhostingkft.hu), which will act as a processor in relation to the data provided by you. Web Hosting Kft. has agreed to process the transferred personal data in accordance with the applicable laws and this Information Document.

## 3. Data protection rights and legal remedies

Pursuant to Articles 15-22 of the GDPR, referring to your personal data processed by Audi Hungaria you have the right to

- a) have access to personal data;
- b) request the rectification of personal data;
- c) request the erasure of personal data;
- d) request the restriction of the processing of personal data;
- e) object to the processing of personal data if the legal basis for the processing is of legitimate interest;
- f) receive personal data and transmit it to another controller if there are legal preconditions for doing so (right to data portability; see below);

- g) if the personal data are processed on the basis of your consent, you may withdraw your consent at any time by mail or by sending an e-mail to the specified e-mail address. The withdrawal of consent does not affect the lawfulness of data processing based on consent prior to the withdrawal.

You may send your request for exercising the rights listed above to the contact details indicated in section 1. Audi Hungaria provides information on the measures taken following the request without undue delay, but usually within 30 days of receipt of the request.

### **Right to legal remedy**

If you do not agree with Audi Hungaria's response or action, you can lodge a complaint to the National Authority for Data Protection and Freedom of Information (NAIH; registered office: 1055 Budapest, Falk Miksa utca 9-11.; mailing address: 1363 Budapest, Pf. 9.; telephone: +36 1 391 1400; fax: +36 1 391 1410; e-mail: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu), web: [www.naih.hu](http://www.naih.hu)) or go to court. In the latter case, the tribunals have competence to decide on the case. The complaint may be lodged depending on your decision either at the Court of Győr (which is competent due to the domicile of Audi Hungaria) or to the court responsible for your address or place of residence. For the list of the Courts of Justice, click on the link below: <https://birosag.hu/torvenyszekek>.