



DATA PRIVACY NOTICE FOR CLIENTS USING THE SERVICES OF THE SMALL ANIMAL CLINIC AT THE UNIVERSITY OF VETERINARY MEDICINE BUDAPEST

Pursuant to the General Data Protection Regulation (EU) 2016/679 of the European Parliament and of the Council (hereinafter: GDPR) and Act CXII of 2011 of Hungary on the right to informational self-determination and on the freedom of information (hereinafter: Info Act), the University of Veterinary Medicine Budapest hereby informs small animal owners using the services of the Small Animal Clinic at the University of Veterinary Medicine Budapest (hereinafter: Data Subject or Small Animal Owner) in regards to the processing and management of their personal data submitted to the Small Animal Clinic for the purposes of animal healthcare, education and research as follows:

1. DATA CONTROLLER

Name: University of Veterinary Medicine Budapest (Small Animal Clinic)
("Data Controller", "University" or "Small Animal Clinic")

Registered head office: 1078 Budapest, István u. 2.

Mailing name: University of Veterinary Medicine Budapest, Small Animal Clinic

Mailing address: 1400 Budapest Pf. 2.

Email: info@univet.hu

Phone number: +36-1-478-4100

Website: www.univet.hu, <https://univet.hu/hu/klinikak/kisallatklinika/>

Institution's identification code: FI 21261

Tax number: 19253268-2-42

Represented by: Dr. Péter Sótonyi, Rector

Data Protection Officer: Dr. Gyula Fonyó; adatkezeles@univet.hu

2. DEFINITIONS

Personal data: any information relating to an identified or identifiable natural person ("data subject") (such as a name, an identification number, location data, an online identifier or any data specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person).

Data Subject: identifiable natural person whom the particular personal data pertain to.

Processing: 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 as well as the implementation of technical tasks connected to data processing operations.

Controller: the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.

Data Subjects' consent: means any freely given, specific, informed and unambiguous indication of data subjects' wishes by which they, by a statement or by a clear affirmative action, signify agreement to the processing of personal data relating to them.

3. PURPOSE OF DATA PROCESSING, SCOPE AND SOURCE OF THE DATA PROCESSED

In regard to your personal data submitted to the Small Animal Clinic, we hereby inform you that the University, as Data Controller, processes the data for administrative reasons connected to animal healthcare as well as for educational and scientific research objectives; furthermore, it also enters certain data into the mandatory registry as required, and issues certificates and other documents as follows:

- the University keeps records of certain personal data related to the owners of the small animals brought/admitted to the clinic for inpatient and/or outpatient care, in order to identify and/or contact Small Animal owners,
- under their instructors' supervision, the University's students may access such data during their studies and practical training,
- the University's instructors, researchers, veterinarians and students may use the data for scientific research projects and theses, but the data shall be rendered anonymous in the educational materials, studies and theses or only indicated therein with the Data Subject's express written consent,
- in case of implanting an electronic transponder (subcutaneous microchip) for the identification of the animal, the professional conducting the operation and/or the examination shall enter the pertinent data into the national register; shall access the national register in case of reading the microchip,
- register the data necessary for administering the anti-rabies vaccination, and issue an immunization certificate,
- issue a pet passport,
- perform the spaying/neutering procedure and issue the relevant certificate.

The Small Animal Clinic conducts veterinary healthcare activity, which is considered as a task carried out in the public interest. The performance of these activities requires the University's Small Animal Clinic to process the data of pet owners using its animal health services.

The University is an organization established to conduct education and scientific research as core activities carried out for public benefit. Education and scientific research are considered as tasks carried out in the public interest.

The purpose of data processing described in this notice is to provide healthcare for small animals, to achieve the University's goals in terms of education, scientific research and animal healthcare, to provide theoretical and practical training for its students, to conduct scientific research projects, to perform the above public tasks at a high level and to keep records as required by the relevant legal regulations.

The University conducts a public benefit activity which includes the processing of such personal data as the name, electronic contact information, address and phone number of the pet owners using the animal health services of the Small Animal Clinic. Beside the above data processing, the data of the small animals, professional materials, notes, the documents of the operations and the data related to the diseases shall also be used in the educational and research activity.

4. LEGAL GROUNDS OF DATA PROCESSING

4/A LEGAL GROUNDS IN CONNECTION WITH VETERINARY EXAMINATIONS, OPERATIONS, TREATMENT AND KEEPING CONTACT

Processing is conducted on the legal grounds defined in GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest and GDPR Article 6 (1) b) i.e., where processing is necessary for the performance of a contract to which Data Controller and Data Subject are parties. Tasks carried out in the public interest and the University's rights and responsibilities in relation with such tasks are regulated by Act CCIV of 2011 on national higher education, whereas the obligations related to veterinary services are regulated by Act CXXVII of 2012 on the Hungarian Veterinary Chamber and the performance of animal health services.

4/B. LEGAL GROUNDS IN CASE OF DATA PROCESSING FOR EDUCATIONAL AND SCIENTIFIC RESEARCH PURPOSES

Processing is conducted on the legal grounds defined in GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest. Tasks carried out in the public interest and the University's rights and responsibilities in relation with such tasks are regulated by Act CCIV of 2011 on national higher education.

4/C. LEGAL GROUNDS FOR IMPLANTING AND READING ELECTRONIC TRANSPONDERS

With regard to implanting an electronic transponder (subcutaneous microchip), issuing the pertinent certificate and reading the microchip, processing is conducted on the legal grounds defined in GDPR Article 6 (1) c), i.e., where processing is carried out in accordance with a legal obligation to which Data Controller is subject and GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest. Legal regulation: Article 17/B of Govt. Decree 41/2010 (26 February) on keeping and commercial trading of pet animals, and Article 42/A of Act XXVIII of 1998 on the protection and welfare of animals.

4/D. LEGAL GROUNDS IN CONNECTION WITH DATA PROCESSING RELATED TO VACCINATIONS

With regard to anti-rabies vaccination, the issuance of an immunization certificate and the performance of the related registration, processing is conducted on the legal grounds defined in GDPR Article 6 (1) c), i.e., where processing is carried out in accordance with a legal obligation to which Data Controller is subject and GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest. Legal regulation: Article 4 (5) of Ministry of Agriculture and Rural Development Decree 164/2008 (20 December).

4/E. LEGAL GROUNDS IN CONNECTION WITH THE ISSUANCE OF SMALL ANIMAL PASSPORTS

The non-commercial movement of certain small animals from a Member State, a territory or a third country to (another) Member State is subject to special regulations where small animals are required to have a passport. With regard to the issuance and registration of the passport, processing is conducted on the legal grounds defined in GDPR Article 6 (1) c), i.e., where processing is carried out in accordance with a legal obligation to which Data Controller is subject

or GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest. Legal regulation: Regulation (EU) No. 576/2013 on the non-commercial movement of pet animals and repealing Regulation (EC) No 998/2003 on the animal health requirements applicable to the non-commercial movement of pet animals, especially Article 21 thereof, and Article 6 of Ministry of Agriculture Decree 21/2015 on the animal health requirements applicable to the non-commercial movement of pet animals,

4/F. LEGAL GROUNDS IN RELATION WITH SPAYING/NEUTERING SMALL ANIMALS

With regard to the completion of spaying/neutering, the Small Animal Clinic shall issue a certificate, which is conducted on the legal grounds defined in GDPR Article 6 (1) c), i.e., where processing is carried out in accordance with a legal obligation to which Data Controller is subject and GDPR Article 6 (1) e) i.e., where processing is necessary for the performance of a task carried out in the public interest. Legal regulation: Govt. Decree 41/2010. (26 February) on keeping and commercial trading of pet animals, Article 17/B, Schedule No. 5, Section B.

5. PROCEDURE AND METHOD OF DATA PROCESSING

Upon their visit to the Small Animal Clinic, certain personal data and information related to the Data Subjects and their small animals are registered in the Doki for Vets software. In addition to the personal data you provided, further data and documents are also generated and then registered in the same software. Certain documents are also represented in printed form and then stored. Certain data are entered into the national register.

6. CONSEQUENCES OF FAILURE TO PROVIDE PERSONAL DATA

Without receiving such data, it is impossible for us to provide care for the small animal, keep contact with you or conduct scientific research and educational activities properly, if at all.

7. DURATION OF DATA PROCESSING

7/A. IN CONNECTION WITH VETERINARY EXAMINATIONS, OPERATIONS, CARE AND TREATMENT

The University stores the personal data in its register for 25 years after the registration of such data.

7/B. IN CASE OF DATA PROCESSING FOR EDUCATIONAL AND SCIENTIFIC RESEARCH PURPOSES

The University stores the data for the same period as in terms of the data processing activity defined in 7/A.

7/C. IN CASE OF IMPLANTING AND READING ELECTRONIC TRANSPONDERS

Data are not processed after the registry in the national register. When chips are read, the system accesses the register.

7/D. IN CONNECTION WITH DATA PROCESSING RELATED TO VACCINATIONS

In compliance with Ministry of Agriculture and Rural Development Decree 164/2008 (20 December) on the regulation of anti-rabies protection, Data Controller stores the registered data for 5 years after vaccination.

7/E. LEGAL GROUNDS IN CONNECTION WITH THE ISSUANCE OF SMALL ANIMAL PASSPORTS

In compliance with Ministry of Agriculture Decree 21/2015 (30 April) on the animal health requirements for the non-commercial movement of pet animals, Data Controller stores the registered data for 5 years after the issuance of the passport.

7/F. LEGAL GROUNDS IN RELATION WITH SPAYING/NEUTERING SMALL ANIMALS

Spaying/neutering is certified by filling out the appropriate fields in the immunization certificate or the pet passport, therefore the data processing related to spaying/neutering is in line with the duration of data processing connected to such documents, depending on which document applies.

8. ACCESS TO PERSONAL DATA, ADDRESSEES, DATA PROCESSORS

The data may be accessed by the veterinarians, university instructors and University students working for the Small Animal Clinic and use them in line with the provisions of this data privacy notice.

The University shall not engage another processor and/or transfer personal data to a third country or international organisation for the purposes of data processing defined herein; and shall enter the data into the mandatory Hungarian registers.

9. DATA SECURITY

The University shall process the personal data confidentially and take all technical and organizational measures to safeguard the collected personal data throughout the entire data management process.

The data are stored on servers owned and operated by the Small Animal Clinic, the Doki for Vets software, while the paper-based documents are stored in the locked offices of the Small Animal Clinic. Neither veterinarians nor the University's students shall take paper-based documents from the Small Animal Clinic.

10. RIGHTS OF DATA SUBJECTS, LEGAL REMEDY

In order to exercise their rights related to data processing, Data Subjects can turn to the University or its data protection officer who shall, without undue delay but no later than within 25 days after receiving their request, inform Data Subjects about the measures taken in connection with the request. That period may be extended by two further months where necessary, taking into account the complexity and number of the requests. The University shall inform the data subject of any such extension within one month of receipt of the request, indicating the reasons for the delay. Where the Data Subject submits the request electronically,

the information shall also be provided by electronic means where possible, unless otherwise requested by the Data Subject.

If the University does not take action upon the request of the Data Subject, it shall inform the Data Subject without delay and at the latest within the deadline specified in the paragraph above of the reasons for not taking action and on the possibility of filing a complaint with a supervisory authority and seeking a judicial remedy.

Data Subjects can send their requests related to data processing and exercising their rights to any of the contacts of the University or its data protection officer indicated above (via mail or e-mail in writing, or via phone or personally).

As a rule, the University shall allow Data Subjects to exercise their rights free of charge. Where requests from a Data Subject are manifestly unfounded or excessive however, in particular because of their repetitive character, the University may either:

- charge a reasonable fee taking into account the administrative costs of providing the information or communication or taking the action requested; or
- refuse to act on the request.

The data protection rights and legal remedy options of Data Subjects are detailed in the relevant provisions of the GDPR (especially GDPR Articles 15-22, 77-80 and 82).

Rights of data subjects:

- a) **Right of transparent information:** by issuing this notice, the University provides information on the circumstances of data processing, i.e., including by whom, for what purpose, on what grounds and for how long the personal data are processed as well as what rights the data subjects have in connection with the data processing, and who they can turn to with their questions or complaints regarding the data processing activity.
- b) **Right of access by the Data Subject:** Data subjects have the right to inquire any time whether their data are being processed. They can exercise this right in such a manner that it does not adversely affect the rights and freedoms of others.
- c) **Right to rectification:** Data Subjects may, at any time, request the University to rectify inaccurate data.
- d) **Right to erasure ('right to be forgotten')**: in certain cases, Data Subjects may request the University to erase the personal data pertaining to them.
- e) **Right to restriction of processing:** if certain conditions are met, the University restricts the data processing on the Data Subject's request.
- f) **Right to data portability:** In terms data being processed on the grounds of contractual obligations, Data Subjects shall have the right to receive the personal data concerning them, which they have provided to a controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller.
- g) **Right to object:** Data subjects shall have the right to object, on grounds relating to their particular situation, at any time, to processing of their personal data where such processing is carried out by the data controller in the exercise of the public powers vested in the data controller, including profiling. In such cases, the University shall no longer process the personal data unless it demonstrates such compelling legitimate grounds for the processing that override your interests, rights and freedoms or proves that such grounds are connected to the establishment, exercise or defence of legal claims.
- h) **Right to object to automated decision-making:** Data Subjects shall have the right not to be subject to automated decision-making. The University does not apply automated decision-making processes.

- i) **Right to legal remedy:** in the case of any breach of Data Subjects' rights, they can turn to the data protection officer, the National Authority for Data Protection and Freedom of Information (NAIH), or the court.

Data Protection Officer:

University of Veterinary Medicine Budapest

Dr. Gyula Fonyó, Data Protection Officer

Phone: +36 20 932 9144

E-mail: adatkezeles@univet.hu

Data Subjects may turn to the Data Protection Officer in connection with any issues related to the processing of their personal data and exercising their rights under the GDPR.

Hungarian National Authority for Data Protection and Freedom of Information (NAIH):

website: <http://naih.hu/>

address: 1055 Budapest, Falk Miksa utca 9-11

mailing address: 1363 Budapest P.O. Box: 9.

Phone: +36-1-391-1400

Fax: +36-1-391-1410

e-mail: ugyfelszolgalat@naih.hu

Any person (not only the data subject) shall have the right to notify the NAIH and request an investigation alleging an infringement relating to the processing of their personal data, or if there is an imminent danger of such infringement.

The complaint must not be anonymous, otherwise NAIH may reject the complaint without examination. Further reasons for rejection are detailed in Section 53 of the Info Act.

NAIH investigates the matter free of charge. The relevant rules of procedure are detailed in Info Act Sections in 54, 55 (1)-(2), Sections 56-58.

For further information, please visit <https://www.naih.hu/adatkezeles-erintettjekent-fordulok-a-hatosaghoz>.

Court:

Without prejudice to any available administrative or non-judicial remedy, including the right to lodge a complaint with a supervisory authority, Data Subjects shall have the right to an effective judicial remedy where they consider that their rights under the GDPR have been infringed as a result of the processing of their personal data in non-compliance with the GDPR.

Proceedings against the University shall be brought before the courts of the Member State where the controller or processor has an establishment. Alternatively, such proceedings may be brought before the courts of the Member State where Data Subjects have their habitual residence. In Hungary, such legal proceedings belong to the competency of regional courts.

Beside the court competent under the general territorial competency rules laid out in Act CXXX of 2016 on the civil judicial procedure code (Budapest Metropolitan Court based on the registered head office of the University), Data subjects can, in their own discretion, file a lawsuit with the court competent at their permanent or temporary place of residence as

well. Please consult the website below for further information on the competencies and contacts of courts. <https://birosag.hu/birosag-kereso>.

The court shall grant the case an expedited procedure. Regarding the data processing being in compliance with the legal regulations, the burden of proof lies with the University.