DATA PROCESSING INFORMATION FOR APPLICANTS

Introduction
It is of key importance for Budapest Airport Zrt. (hereinafter: BUD) and its subsidiaries to protect the personal data made available by persons applying for vacancies advertised by BUD and its subsidiaries, and to provide for their right of informational self-determination.

BUD is committed to handling the personal data of applicants in a way which contributes to the safe maintenance of BUD’s database, whilst ensuring full compliance with applicable, effective legal provisions, the data protection principles specified therein and specific statutory requirements.

BUD handles the personal data of applicants confidentially, in accordance with effective legal provisions, provides for their security, takes the technical and organizational measures and puts in place the procedural rules required to enforce applicable legal provisions and other recommendations.

BUD reserves the right to amend this information document.

During the drafting of this information document, we took into account applicable, effective legal provisions and major international guidance documents, especially the following:
- Act CXII of 2011 on information self-determination and the freedom of information,
- Act VI of 1998 on the promulgation of the Convention for the protection of individuals with regard to automatic processing of personal data, signed in Strasbourg on 28 January 1981,
- Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing directive 95/46/EC (General Data Protection Regulation).

The personal data provided by applicants shall only be disclosed to BUD’s staff participating in labor recruitment and selection, to the extent necessary for the fulfillment of the purpose of the processing.

No data processing or transfer is performed with regard to the personal data provided by applicants, with the exception of applications for positions at Bud Security Kft., where BUD reserves the right to forward applicants’ documents for pre-screening to its contracted partners, AIDe-Hungary Kft. and/or Randstad Hungary Kft., in accordance with the relevant contract, which contains rules on the protection of applicants’ data.

If you have further questions, in addition to the information provided herein, have a problem or an observation that is not entirely clear on the basis of this document or requires further explanation, please contact our colleague responsible for ensuring the protection of your personal data, at: hr@bud.hu.

The scope of the data processed, the purpose, legal title and the duration of processing

The scope of the data processed: The personal data specified in application documents (CV, motivation letter, etc.) and made available by the applicant in connection with interviews.

The purpose of processing: Establishing contact and liaising with the data subject, the conducting of the selection procedure.

The legal basis of processing: The consent of the data subject.

The duration of processing: 1 (one) year following the conclusion of the selection procedure, except if data are erased earlier, upon the request of the data subject.

The controller’s data and contact information
Name: Budapest Airport Zrt.
Registered offices: 1185 Budapest, BUD International Airport
Represented by: Dr. Rolf Schnitzler, CEO
Corporate reg. number: 01-10-044665  
Court of registration: The Company Court of the Court of Budapest  
Tax number: 12724163-4-44  
Telephone: +36-1-296-6110  
E-mail: hr@bud.hu

**The manner of the storage of personal data**

Personal data are stored electronically, at BUD’s registered offices (1185 Budapest, BUD International Airport), in office number 210.1 at Terminal 1.

**The rights of the data subject, options for legal remedy**

The data subject may request information about the processing of his or her personal data, and, in case the statutory conditions for this are in place, may request the rectification, erasure or blocking of his or her personal data, with the exception of the cases of processing required by law, and may object to the processing of his or her personal data.

The data subject may request the erasure of his or her personal data at any time, via the email address hr@bud.hu.

Upon the request of the data subject, BUD provides information on the data of the data subject processed by it, the purpose, legal basis and the duration of processing. BUD shall provide this information within the shortest possible time from the submission of the request, but maximum within 30 days, in writing, using plain language.

The data subject may turn to court against BUD, as controller, in case of the violation of his or her rights. The court shall hear the case as a matter of priority.

BUD shall reimburse any damages caused to third parties by the unlawful processing of the data of the data subject, or by the violation of data security requirements. BUD shall not be liable for such damages if they were caused by force majeure, and shall not reimburse damages to the extent they were caused by the willful or grossly negligent conduct of the aggrieved party.

The data subject may seek legal remedy or lodge a complaint with the regionally competent court or the Hungarian National Authority for Data Protection and Freedom of Information:

Registered offices: 1125 Budapest, Szlágyi Erzsébet fasor 22/C.  
Mailing address: 1530 Budapest, Pf.: 5.  
Telephone: 36 (1) 391-1400  
Fax: +36 (1) 391-1410  
E-mail: ugyfelszolgalat@naih.hu