



Client Data Privacy Policy of the Hungarian Helsinki Committee

Your data that the Hungarian Helsinki Committee processes can fall into two categories: **personal data** and **special personal data**.

- **Personal data:** your name, place and date of birth, your mother's name and permanent or current address, your contact details: e-mail address and telephone number;
- **Special personal data:** data relating to your racial or ethnic origin, political opinions, religious or philosophical beliefs, your sexual orientation or data concerning your health. Documents, declarations and other information provided by you in relation to your case also belong to this category.

We process your data according to Regulation (EU) 2016/679 of the European Parliament and according to Act CXII of 2011 on Information Self-determination and Freedom of Information.

We manage this data in order to provide legal assistance and in some cases legal representation to you and to be accountable for our services before the authorities auditing the Hungarian Helsinki Committee.

The Hungarian Helsinki Committee is allowed to manage your data only with your consent. We only make copies of documents, which are necessary for the provision of legal counselling and legal representation. Documents that are not necessary for these reasons, will be given back to you without being copied. If your legal representation is provided by an attorney or law firm contracted by the Hungarian Helsinki Committee, then they will process your data in accordance with the Hungarian attorneys' act

Your data may only be shared with the staff and the attorneys of the Hungarian Helsinki Committee. Your data is stored in a password-protected IT system or on photocopies in the office.

We manage your data until you withdraw your consent, but only for a maximum of 5 years. Even if you withdraw your consent, for 5 years we need to store some of your personal data, which are necessary for the auditing of the Hungarian Helsinki Committee.

You can ask the Hungarian Helsinki Committee to erase your personal data if you think that it was unlawfully processed; or if you do not want us to manage your data anymore. In the second case, we can only deny your request if we need to keep your data in order to comply with our legal obligations. You can ask us any time to correct your data.

You can request information about our data processing in writing (helsinki@helsinki.hu) or by telephone (06-70-772-8175). You may need to provide identification.

If you think that your data was unlawfully processed or your rights were violated during our data processing, you may turn to the **Budapest-Capital Regional Court of Appeal** (1055 Budapest, Markó u. 27., mailing address: 1363 Bp. Pf. 16.) or can lodge a complaint with the **Hungarian National Authority for Data Protection and Freedom of Information** (1055 Budapest, Falk Miksa utca 9-11, www.naih.hu).

For more information on our data privacy policy, please check our website:
<https://www.helsinki.hu/miben-segithetunk/>