

The purpose of this Privacy Notice is to ensure that your personal data is processed in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Regulation (EC) No 95/46/EC (General Data Protection Regulation) (hereinafter referred to as "**GDPR**") and Act CXII of 2011 on the Right to Information Self-Determination and Freedom of Information (hereinafter referred to as "**Info.tv.**").

**Please do not use the website of NAO Consulting Ltd. until you have carefully read this Privacy Policy and accepted the terms and conditions set out in it.**

#### **Data Controller.**

The present website (www.nao.h.) (hereinafter referred to as "Website") is operated by **NAO Consulting Ltd.** (registered office: Barackos út 42 H-2000 Szentendre,, company registration number: 01-09-86-0319, tax number: 13535605-2-13, telephone number: 06-20-9153893, e-mail address: [info@nao.hu](mailto:info@nao.hu) representative: Dr. Tamás Mezey) (hereinafter referred to as "**NAO Consulting Ltd.**" or "we").

#### **This Privacy Notice.**

This Privacy Notice applies to all visitors or users of the Website (hereinafter referred to as "you"). If you have any questions or requests regarding this Privacy Notice, please contact us by e-mail at [info@nao.hu](mailto:info@nao.hu).

Please read this Privacy Notice carefully to understand how we handle your personal information. By sharing your personal information with us and continuing to use the Site, you confirm that you have read and understood this Privacy Notice.

This Privacy Notice is divided into the following sections:

- I. What personal data do we collect about you?
- II. What is the legal basis for the processing of your personal data?
- IV. the recipients and categories of recipients of your personal data
- V. For how long do we process your personal data?
- VI. How do we keep your personal data secure?
- VII. What are your choices and rights regarding your personal data?
- VIII. Links on the Website
- IX. Contact
- X. How do we change this Privacy Notice?

#### **I. What personal data do we collect about you?**

Depending on how you use the Website, we may collect and use the following personal information about you:

- 1. Personal data that you provide when you complete the "Leave a Message" section of our Site:

When you send us a message via the Website to contact us, we collect the following types of personal information about you: your name, email address, telephone number, or any other personal information you provide us with and that is included in your message to us.

2. Personal data that we collect about you:

We automatically collect the following information each time you visit the Site:

(a) Technical Data, including the Internet Protocol (IP) address from which your computer connects to the Internet, domain name and country requesting the information, the files requested, browser type and version, browser built-in modules and versions, operating system and interface; and

(b.) information about your visit, including the Uniform Resource Locations (URLs) (including date and time) that you accessed, accessed through, or accessed from our website, the time and duration of your visit to certain pages, website activity (such as scrolling, clicking, and cursor movement), ways of exiting the site, traffic, location data, web logs, and any other communications and information provided when you accessed additional services or downloaded from the website.

The data specified in 2(a) and (b) will remain anonymous and will be stored separately from the data specified in 1(a).

## **II. Purposes of the processing-**

We will only use your personal data to the extent necessary and for one of the following purposes:

1. to provide the services offered on the website;
2. to contact you by e-mail;
3. to inform you about our services and programmes;
4. to analyse the use of the Website.

## **III. What is the legal basis for processing your personal data?**

1. In this regard, the legal basis for processing your personal data is your consent [Article 6(1)(a) GDPR].

In all cases, consent must be specific, properly informed and unambiguous. Where the processing of personal data is based on your consent, you have the right to withdraw your consent at any time by submitting a request for withdrawal of consent to [info@nao.hu](mailto:info@nao.hu). Upon receipt of your request for withdrawal of consent, all personal data to which you refer in the request will be deleted from our files and records in accordance with the provisions of Article 17 GDPR. However, the withdrawal of consent shall not affect the lawfulness of the processing based on consent prior to its withdrawal.

## **IV. Recipients and categories of recipients of personal data.**

We do not disclose personal data that we have obtained to third parties to third parties, except in cases provided for by law. The transfer of personal data may only take place in accordance with such a provision of applicable law or with your explicit consent, to the extent specified therein.

## **V. How long do we process the personal data you have provided?**

Until your consent is withdrawn. You have the right to request the rectification of your personal data, object to the processing of your personal data or request their deletion in accordance with Section VII of this notice, please contact us via email at [info@nao.hu](mailto:info@nao.hu).

## **VI. How do we keep your personal data secure?**

The security of your personal data is of paramount importance to us. We will use appropriate technical and organizational methods to protect your personal information from accidental or unlawful destruction or accidental loss, alteration, unauthorized disclosure or access. All data collected through the Website will be processed on a secure data server.

## **VII. What are your choices and rights regarding your personal data?**

1. Your rights regarding the processing of your personal data are described in detail in Articles 15-21 of the GDPR.

2. You may contact us via the contact details set out in this privacy notice to ask us to:

- confirm whether we process your personal data;
- confirm whether we are processing your personal data; provide you with further details about how we process your personal data;
- provide you with a copy of any data we hold about you;
- update/correct any of your personal data;
- delete any personal data we process about you;
- improve the way we handle your personal data;
- consider any legitimate request to disclose your personal data to a third party service provider (data portability);
- take into account any legitimate objection to the processing of your personal data.

3. We will also require confirmation of your identity before taking action on such a request.

4. You also have the right to lodge a complaint with a national supervisory authority about the processing of your personal data or to take legal action under the GDPR.

In addition, if you believe that your rights have been infringed, you may bring legal action before the competent court in the place where the Idea Foundation is established as the defendant or, at your discretion, before the competent court in the place where you reside or are domiciled.

Therefore, if you are not satisfied with the way we handle your personal data or with the response we send you to any of your requests, you have the right to request an investigation by the National Authority for Data Protection and Freedom of Information, in the form of a notification sent to them. Details of the language and form requirements for the complaint are available on the National Authority for Data Protection and Freedom of Information website under the complaints section [<https://www.naih.hu/panaszuegyintezes-rendje.html>] and the contact details for submitting a complaint are as follows:

ADDRESS: National Authority for Data Protection and Freedom of Information; Address: 1125 Budapest, Szilágyi Erzsébet fasor 22/C, Hungary, Postal address: 1530 Budapest, Pf. 5, Fax + 36-1/391-1410, E-mail: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu) PHONE NUMBER: + 36-1/391-1400

## **VIII. Links on the Website.**

When visiting the Website, you may be directed to links to websites operated by third parties other than the Idea Foundation. Please note that this privacy notice only applies to personal information collected by us (or by third parties representing us or any other member of the Idea Foundation) from or about you, and we cannot be held responsible for any personal information collected or stored by third parties. Websites operated by third parties have their own terms of use and privacy notices, and you should read these carefully before providing any personal information to these websites. We do not endorse or otherwise assume any responsibility or warranty for the content of such third party websites or third party terms of use or notices.

#### **IX. Contact.**

Please feel free to contact us if you have any questions about this Privacy Notice, if you would like a copy of your personal information, or if you would like to request access to, deletion, correction or updating of your personal information, or to withdraw your consent to the processing of your personal information or certain categories of personal information (see above), or if you have any security-related requests, at the contact details below:

NAO Consulting Ltd.

Address: Barackos út 42,2000 Szentendre, Hungary

Phone number: 06-20-915 3893

E-mail address: [info@nao.hu](mailto:info@nao.hu) .

#### **X. How do we change this privacy notice?**

Any changes to this Privacy Notice will be posted on this website in the future.