

KELER GROUP

PRIVACY NOTICE RELATING TO CAMERA SURVEILLANCE AND ACCESS CONTROL SYSTEM

The date of entry into force of this Privacy Notice: 02.11.2021

Controllers' name: **KELER Central Depository Ltd.** (H-1074 Budapest, Rákóczi út 70-72.) and **KELER CCP Central Counterparty Ltd.** (H-1074 Budapest, Rákóczi út 70-72.), hereinafter jointly: "**KELER Group**" or "**Controllers**".

The Controllers have concluded with each other a joint controller agreement based on which the majority of the tasks are performed by KELER Ltd., thus among others group-level contact with the data subjects is also maintained by KELER Ltd. employees.

Detailed information relating to the Controllers

KELER Central Depository Ltd.

Registered office: H-1074 Budapest, Rákóczi út 70-72.

Email: keler@keler.hu

Website: www.keler.hu

Name and contact details of the Data Protection Officer:

Dr. András Balázs Bordás; KELER Central Depository Ltd.; adatvedelmitisztviselo@keler.hu

KELER CCP Central Counterparty Ltd.

Registered office: H-1074 Budapest, Rákóczi út 70-72.

Email: kelerccp@kelerkszf.hu

Website: www.kelerkszf.hu

Name and contact details of the Data Protection Officer:

Dr. Tamás Leskó; KELER Central Depository Ltd.; adatvedelmitisztviselo@keler.hu

Regarding the processing of personal data processed during the operation of the video surveillance system and the access control system, KELER Group hereby informs you (hereinafter: "**You**" or "**Data Subject**") of the principles and practices applied by it during the processing of such personal data and of your rights as data subject related to processing and the method of and opportunities for exercising such rights.

The Controllers pay particular attention to the fact that the personal data obtained by them in relation to the camera surveillance and the operation of the access control system and thereafter processed by them are processed and stored in accordance with the provisions of 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) (hereinafter: "**Regulation**").

KELER Group's Data Protection Officer and the employees of the Security Management unit of KELER Ltd. may only have access to the video recordings in justified cases and for a legitimate purpose.

Important information: You are entitled to object, at any time, to processing relating to camera surveillance and the access control system if your personal data are also subject to such processing. Additional information on such rights is available in Section 2.

1. DATA PROCESSING SITUATIONS

1.1. CAMERA SURVEILLANCE AT KELER GROUP'S SITES

Processed data: your image, movement, location and the exact date and time as well as those in case of other data subjects (employees, visitors to the office, other persons in the Controller's rooms), in the areas covered by the cameras on live and recorded footage (the cameras do not record audio).

The purpose of processing: for the purpose of preventing crimes, exclusively in order to protect the assets of KELER Group (including the assets and confidential information (business, payment, banking and securities secrets) of KELER Group, hereinafter: "Confidential Information") and to protect the life of KELER Group employees and other persons in the rooms under surveillance, and to facilitate the investigation of crimes/abuse committed in the rooms under surveillance. Camera surveillance does not aim to monitor the activities/behaviour of the data subjects under surveillance (employees/visitors), as its exclusive aim is to prevent the occurring incidents related to the protection of property or accidents and/or enable the subsequent reconstruction thereof, to prove infringements, to provide protection of facility in the case of areas requiring special protection and to investigate any complaints.

Legal basis for processing: KELER Group's legitimate interest, point (f) of Article (6)1 of the Regulation.

Description of KELER Group's legitimate interest (if the legal basis is legitimate interest): KELER Group's legitimate interest includes the operation of security cameras and thereby the processing of your data. In the areas covered by the cameras, the application thereof is limited to the extent absolutely essential and does not result in the disproportionate violation of your right to informational self-determination.

Duration of processing: 60 days of recording.

The recipients of personal data and the categories of recipients: based on decisions or requests made by authorities the authority making the decision or request, as well as those persons whose rights or legitimate interests are affected by the recording and the content of the footage.

Is the provision of personal data a statutory or contractual requirement? What are the possible consequences of the failure to provide such data for You?: the provision of personal data is not based on law and contractual obligation. If You do not provide personal data in relation to yourself, in this case it means that You have not entered the areas monitored by cameras at KELER Group's sites.

Are the data transferred to countries outside the EU? If yes, the adequacy decision or any other appropriate and suitable safeguard shall be indicated: no.

Is automated decision-making applied?: no.

Processors:

1. FAKULTÁS FM Zrt. (registered office: H-5093 Vezensy, Templom utca 1.; Company registration number: 16-10-001836);
2. Access Group Kft. (registered office: H-2120 Dunakeszi, Csillag utca 13/2.; Company registration number: 13-09-198866)

Additional characteristics of processing:

The extract of balance of interest test:

During the balance of interest test it was established that KELER Group has a legitimate interest – *also with regard to its scope of activities highly important in terms of national economy* – in maintaining the safety of persons and property, protecting Confidential Information, thus in monitoring particular areas in its sites using a video surveillance system. Processing has a minor impact on the Data Subject’s privacy, which does not exceed the Data Subject’s reasonable expectations. As processing is necessary for the purposes of the legitimate interests pursued by KELER Group and such interests are not overridden by the interests or fundamental rights and freedoms of the Data Subject which require protection of personal data, the data specified above may be processed by KELER Group pursuant to point (f) of Article 6(1) of the GDPR.

1.2. PROCESSING RELATED TO THE ACCESS CONTROL SYSTEM

Processed data: your name, the number of your photo ID, the name of the company you are employed at or the purpose of your visit, your movement data related to the use of the access card, date and time of issuing and returning the access card, the name of the host employee on behalf of KELER Group.

The purpose of processing: for the purpose of preventing crimes, exclusively in order to protect the assets of KELER Group (including the assets and confidential information of KELER Group, i.e. business, payment, banking and securities secrets, hereinafter: “**Confidential Information**”) and to protect the life of KELER Group employees and other persons in the rooms under surveillance, and to facilitate the investigation of crimes/abuse committed at KELER Group’s sites. Processing activities related to access cards do not aim to monitor the activities/behaviour of the data subjects (employees/visitors), as their exclusive aim is to prevent the occurring incidents related to the protection of property or accidents and/or enable the subsequent reconstruction thereof, to prove infringements, to provide protection of facility in the case of areas requiring special protection and to investigate any complaints.

Legal basis for processing: KELER Group’s legitimate interest, point (f) of Article (6)1 of the Regulation.

Description of KELER Group’s legitimate interest (if the legal basis is legitimate interest): KELER Group’s legitimate interest includes the operation of the access control system and thereby the processing of your data. The processing of personal data required for issuing the

access cards is limited to the extent absolutely essential and does not result in the disproportionate violation of your right to informational self-determination.

Duration of processing: 60 days of issuing the access cards.

The recipients of personal data and the categories of recipients: based on decisions or requests made by authorities the authority making the decision or request, as well as those persons whose rights or legitimate interests are affected by the data content of the access control system.

Is the provision of personal data a statutory or contractual requirement? What are the possible consequences of the failure to provide such data for You?: the provision of personal data is not based on law and contractual obligation. If You do not provide information relating to You to the extent necessary to issue the access card, You cannot enter the sites of KELER Group.

Are the data transferred to countries outside the EU? If yes, the adequacy decision or any other appropriate and suitable safeguard shall be indicated: no.

Is automated decision-making applied?: no.

Processors:

FAKULTÁS FM Zrt. (registered office: H-5093 Vezensy, Templom utca 1.; Company registration number: 16-10-001836);

Access Group Kft. (registered office: H-2120 Dunakeszi, Csillag utca 13/2.; Company registration number: 13-09-198866)

Additional characteristics of processing:

The extract of balance of interest test:

During the balance of interest test it was established that KELER Group has a legitimate interest – *also with regard to its scope of activities highly important in terms of national economy* – in maintaining the safety of persons and property, protecting Confidential Information, thus in the fact that only persons whose identity has been checked enter the sites and in the traceability of the access data. Processing has a minor impact on the Data Subject's privacy, which does not exceed the Data Subject's reasonable expectations. As processing is necessary for the purposes of the legitimate interests pursued by KELER Group and such interests are not overridden by the interests or fundamental rights and freedoms of the Data Subject which require protection of personal data, the data specified above may be processed by KELER Group pursuant to point (f) of Article 6(1) of the GDPR.

1.3. PROCESSING RELATED TO PARKING TICKETS

Processed data: parking ticket numbers of suppliers, visitors and clients, date and time of arrival and leaving, name of the host person.

The purpose of processing: checking the items invoiced by R70 operator.

Legal basis for processing: legitimate interest, point (f) of Article (6)1 of the Regulation.

Description of the Controller's legitimate interest (if the legal basis is legitimate interest): legitimate interest in the precise administration regarding the reimbursement of the parking ticket price, compliance with the documentary principle.

Duration of processing: until 31 May of the sixth year following the issue of the parking ticket.

Is the Data Subject obliged to provide the data? Is the provision of personal data a statutory or contractual requirement? What are the possible consequences of the failure to provide such data for You?: You are not obliged to provide data. Consequences of the failure to provide the data: the parking costs will not be reimbursed.

Where data have not been obtained from the Data Subject, the source of personal data (are the data obtained from a publicly available source?): no.

Recipients, categories of recipients if there is data transfer: none.

Are the data transferred to countries outside the EU? If yes, the adequacy decision or any other appropriate and suitable safeguard shall be indicated: no.

Is automated decision-making applied?: no.

Processors: FAKULTÁS FM Zrt. (registered office: H-5093 Vezeny, Templom utca 1.; Company registration number: 16-10-001836)

Additional characteristics of processing:

The extract of balance of interest test:

During the balance of interest test it was established that KELER Group has a legitimate interest – *also with regard to its scope of activities highly important in terms of national economy* – in the precise administration regarding the reimbursement of the parking ticket prices. Processing has a minor impact on the Data Subject's privacy, which does not exceed the Data Subject's reasonable expectations. As processing is necessary for the purposes of the legitimate interests pursued by KELER Group and such interests are not overridden by the interests or fundamental rights and freedoms of the Data Subject which require protection of personal data, the data specified above may be processed by KELER Group pursuant to point (f) of Article 6(1) of the GDPR.

2. YOUR RIGHTS AND AVAILABLE LEGAL REMEDIES

In relation to the above processing activities You as a data subject are entitled to the following rights and may enforce such rights as follows:

You are entitled, at any time, to request information regarding the data relating to You and processed by the Controller, to request the rectification, erasure and blocking of your data recorded and have the incomplete data completed, to exercise the right to data portability and of access to your personal data and to object to the processing of your personal data.

You may submit your request for exercising the rights specified in the previous paragraph primarily to the Data Protection Officer.

2.1. INFORMATION AND ACCESS TO PERSONAL DATA

Via the contact details set out in the above section, You may request the following information in writing from the Controller as to the processing performed by it:

- what personal data are processed,
- the legal basis for processing,
- the purpose of processing,
- the source of data,
- the duration of processing,
- to whom, when, based on what law, to which personal data the Controller provided access or to whom it transferred the personal data.

The Controller makes the data available to You in a commonly used electronic format unless You request the data in writing in a printed form. The Controller will not provide verbal information either via phone or in person.

The Controller provides you with the copy of personal data (in person at the Customer Service) free of charge for the first time. For additional copies requested by You, the Controller may charge a reasonable fee based on administrative costs. If You request the copy in electronic format, the Controller will provide You with the information via email in a commonly used electronic format unless otherwise requested by You.

If, after being informed, You do not agree with the processing and the accuracy of the data processed, as per those set out in this Section 2 You are entitled to request the rectification, completion or erasure of the personal data relating to You, the restriction of processing thereof and to object to the processing of such personal data, or to initiate the proceedings set out in Section 2.10.

2.2. THE RIGHT TO RECTIFICATION OF THE PERSONAL DATA PROCESSED AND TO HAVE SUCH DATA COMPLETED

Upon your written request the Controller shall, without undue delay, rectify the inaccurate personal data indicated by You, and complete the incomplete data with the content indicated by You. The Controller shall communicate any rectification or completion of personal data to each recipient to whom the personal data have been disclosed, unless this proves impossible or involves disproportionate effort. The Controller shall inform You about the data of those recipients if You request it in writing.

2.3. RIGHT TO RESTRICTION OF PROCESSING

By submitting a written request You shall have the right to obtain from the Controller restriction of processing if

- the accuracy of the personal data is contested by You, for a period enabling the Controller to verify the accuracy of the personal data,
- the processing is unlawful and You oppose the erasure of the personal data and request the restriction of their use instead,
- the Controller no longer needs the personal data for the purposes of the processing, but they are required by You for the establishment, exercise or defence of legal claims,
- You object to processing pending the verification whether the legitimate interests of the Controller override your rights to protect your personal data.

Personal data subject to restriction shall, with the exception of storage, only be processed during such period with your consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest of the Union or of a Member State. You will be informed by the Controller before the restriction of processing is lifted.

2.4. RIGHT TO ERASURE (“RIGHT TO BE FORGOTTEN”)

You shall have the right to obtain from the Controller the erasure of personal data concerning You without undue delay where one of the following grounds applies:

- a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed by the Controller;
- b) You withdraw consent on which the processing is based and where there is no other legal ground for the processing;
- c) You object, on grounds relating to your particular situation, to processing, and there are no overriding legitimate grounds for the processing;
- d) You object to processing of personal data concerning You for direct marketing purposes, which includes profiling to the extent that it is related to such direct marketing;

- e) the personal data have been unlawfully processed by the Controller;
- f) the personal data have been collected in relation to the offer of information society services directly to a child.

You shall not be entitled to exercise your right to erasure (“right to be forgotten”) to the extent that processing is necessary

- a) for exercising the right of freedom of expression and information;
- b) for reasons of public interest in the area of public health;
- c) for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes insofar as the exercise of the right to erasure would render impossible or seriously impair the achievement of the objectives of that processing;
- d) for the establishment, exercise or defence of legal claims;
- e) for compliance with a legal obligation which requires processing by Union or Member State law to which the Controller is subject or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Controller.

2.5. RIGHT TO DATA PORTABILITY

If processing is necessary for performing a contract, or is based on your freely given consent and is carried out by automated means, You shall be entitled to obtain the data provided by You to the Controller in a machine-readable format. You shall have the right to have the personal data transmitted to another controller, where technically feasible. This right shall only apply to personal data disclosed by You; no other data may be transmitted (e.g. statistics, etc.).

You are allowed to:

- receive the personal data concerning You and available in the Controller’s system in a structured, commonly used, machine-readable format,
- to transfer such data to another controller,
- to have the data transmitted directly to another controller, where technically feasible in the Controller’s system.

That right shall not apply to processing necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Controller.

The Controller fulfils the request for data portability exclusively upon a written request submitted via email or by post. In order to fulfil the request, it is necessary for the Controller to confirm that actually the person entitled to the right wishes to exercise such right. Within the framework of your right to data portability, You may request portability in relation to the data You provided to the Controller. Exercising the right shall not automatically result in the erasure of the data from the Controller’s systems; therefore, You will continue to be registered in the Controller’s system even after exercising such right, unless You request the erasure of your data.

2.6. OBJECTION TO THE PROCESSING OF PERSONAL DATA

On grounds relating to your particular situation, You may object to the processing of your personal data by way of a declaration submitted to the Controller if the legal basis for processing is

- public interest as per point (e) of Article (6)1 of the Regulation, or
- legitimate interest as per point (f) of Article (6)1 of the Regulation.

Where personal data are processed for direct marketing purposes, You shall have the right to object at any time to processing of personal data concerning You for such marketing, which includes profiling to the extent that it is related to such direct marketing. In such cases the personal data shall no longer be processed for such purposes.

If the right to object is exercised, the Controller shall no longer process the personal data unless the Controller demonstrates compelling legitimate grounds for the processing which override your interests, rights and freedoms or for the establishment, exercise or defence of legal claims. In relation to establishing whether processing is justified by compelling legitimate grounds, the Controller shall make a decision. It shall inform you of its viewpoint in relation thereto in a written opinion.

You shall be entitled to object to processing in writing (via email or by post).

2.7. THE ENFORCEMENT OF RIGHTS OF A DECEASED DATA SUBJECT BY ANOTHER PERSON

Within five years following the death of the data subject, the person authorised by the deceased person to act or by means of a declaration recorded in an authentic instrument or a private document of full probative value shall be entitled to enforce the rights the deceased person was entitled to enjoy during his or her lifetime, such as the right of access, the right to rectification, erasure, restriction of processing, data portability and to object. If the deceased person made several declarations at the Controller, the person indicated in the declaration made at the later date may enforce such rights.

If the deceased person failed to make such a declaration, the rights the deceased person was entitled to enjoy during his or her lifetime and specified in the previous paragraph may be enforced by the data subject's close relative as per the Civil Code of Hungary within five years following the death of the data subject (if there are several close relatives, the close relative first exercising that right shall be entitled to enforce such rights).

According to point (1) of Section 8:1(1) of the Civil Code of Hungary, the close relative shall mean spouses, direct ascendants, adopted children, stepchildren and foster children, adoptive parents, stepparents, foster parents, brothers and sisters. The close relative of the deceased person shall certify the following:

- the fact and date of the death of the deceased data subject with a death certificate or a court decision, and

- his or her own identity – and if necessary, his or her close relative capacity – with an authentic instrument.

During the enforcement of the rights, in particular during proceedings vis-à-vis the Controller or before the National Authority for Data Protection and Freedom of Information and the court, the person enforcing the deceased person's rights shall have the rights and obligations the deceased person was entitled to and subject to during his or her lifetime pursuant to the Act on Informational Self-Determination and Freedom of Information and the Regulation.

Upon written request, the Controller shall inform the close relative of the measures taken, unless explicitly prohibited by the deceased person in his or her declaration.

2.8. DEADLINE FOR FULFILLING THE REQUEST

The Controller shall provide information on action taken to You without undue delay and in any event within one month of receipt of the request as per Sections 2.1-2.6. That period may be extended by two further months where necessary, taking into account the complexity and the number of the requests, but in such a case, the Controller shall inform You of any such extension within one month following the receipt of the request, together with the reasons for the delay, and of the possibility of lodging a complaint with a supervisory authority and seeking a judicial remedy.

Where requests from You are manifestly unfounded or excessive, in particular because of their repetitive character, for the fulfilment of the request the Controller 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 your request. The Controller shall bear the burden of demonstrating the manifestly unfounded or excessive character of the request.

Where You make the request by electronic form means, the information shall be provided by electronic means where possible, unless otherwise requested by You.

2.9. COMPENSATION AND TORT

Any person who has suffered material or non-material damage as a result of an infringement of the Regulation shall have the right to receive compensation from the Controller and/or processor for the damage suffered. The processor shall be liable for the damage caused by processing only where it has not complied with obligations of the Regulation specifically directed to processors or where it has acted outside or contrary to lawful instructions of the Controller. The Controller or processor shall be exempt from liability if it proves that it is not in any way responsible for the event giving rise to the damage.

2.10. POSSIBILITIES TO ENFORCE RIGHTS

You may exercise your rights in a written request sent via email or by post.

You cannot enforce your rights if the Controller demonstrates that it is not in a position to identify You. Where requests from You are manifestly unfounded or excessive, in particular because of their repetitive character, the Controller may charge a reasonable fee for the fulfilment of the request or refuse to act on the request. The Controller shall bear the burden of demonstrating the manifestly unfounded or excessive character of the request. Where the Controller has doubts concerning the identity of the natural person making the request, the Controller may request the provision of additional information necessary to confirm the identity of the person making the request.

Based on the Act on Informational Self-Determination and Freedom of Information, the Regulation and the Civil Code of Hungary (Act V of 2013), You

- a) may lodge a complaint with or submit a request to the National Authority for Data Protection and Freedom of Information (H-1055 Budapest, Falk Miksa utca 9-11; <https://www.naih.hu>),
OR
- b) may enforce your rights before the court. An action may be brought, at your choice, before the regional court based on your place of residence (the list and contact details of regional courts are available via the following link: <https://birosag.hu/torvenyszekek>).

3. MANAGEMENT OF PERSONAL DATA BREACHES

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. The Controller shall keep a record for the purpose of checking the measures related to personal data breaches, providing information to the supervisory authority and You; the record shall include the personal data concerned, the data subjects and their number, the date and time, the circumstances and the effects of the breach as well as the measures taken to eliminate such breach.

In the case of a personal data breach, the Controller shall, without undue delay but not later than 72 hours, notify the personal data breach to the supervisory authority, unless the personal data breach is unlikely to result in a risk to the rights and freedoms of natural persons. When the personal data breach is likely to result in a high risk to your rights and freedoms, the Controller shall communicate the personal data breach to You without undue delay.

4. ACCESS TO DATA AND DATA SECURITY MEASURES, DATA TRANSFER

4.1. ACCESS TO DATA, DATA TRANSFER

The personal data are accessible to a strictly limited number of the Controller's employees and particular agents for the purpose of performing their tasks.

The Controller shall only provide the personal data processed by it to other bodies and public bodies in ways and for the purposes specified by law.

The Controller informs You that the court, the prosecutor, the investigation authority, the authority dealing with administrative offences, the administrative authority, the National Authority for Data Protection and Freedom of Information, or in accordance with statutory authorisation, other bodies may request the Controller to provide information, disclose or hand over data, or make documents available.

The Controller shall disclose personal data to the authorities, if the authority indicated the exact purpose and the set of data, in the quantity and to the extent absolutely essential to achieve the purpose of the request.

4.2. DATA SECURITY MEASURES

The Controller shall take every reasonable measure to ensure data security and provide an appropriate level of protection in particular against unauthorised access, alteration, transfer, disclosure, erasure or destruction as well as accidental destruction and corruption. The Controller shall ensure data security by applying appropriate technical and organisational measures.

The Controller shall choose and operate the IT devices applied for the processing of personal data during the provision of the service in a manner that:

- the processed data are available to the authorised persons (availability);
- the authenticity and authentication of the processed data are ensured (authenticity of processing);
- the unaltered state of the processed data is verifiable (data integrity);
- the processed data are protected against unauthorised access (data confidentiality).

During processing the Controller shall maintain

- confidentiality: it shall protect the information so that only the authorised persons may have access thereto;
- integrity: it shall protect the accuracy and completeness of the information and the processing method;
- availability: it shall ensure that when it is necessary for the authorised user, the desired information is actually accessible and the related tools are available.

In order to ensure compliance with the above requirements, the Controller shall, from time to time, make backups of the data available in its system, including your personal data. The legal basis for this processing activity is the Controller's legitimate interest, i.e. data recovery in the case of any data loss. Additional details are available in the Controller's Regulation on backup. Further information may be requested via the adatvedelmitisztviselo@keler.hu email address.

The protection of personal data is further ensured by the fact that the Controller engages a data protection officer who is accountable to the Controller's senior management and shall not act under the instruction of any person when performing his or her tasks.

Where processing is to be carried out on behalf of the Controller, the Controller shall use only processors providing sufficient guarantees to implement appropriate technical and organisational measures in such a manner that the requirements of the Regulation will be met and the protection of your rights will be ensured.

5. MISCELLANEOUS PROVISIONS

The Controller reserves the right to unilaterally modify this Privacy Notice. If any change is made regarding the content of the Privacy Notice, the Controller shall notify You thereof by disclosing the modification on the Controller's website and indicating the date of entry into force of the new Privacy Notice.

If you provided the data of another natural person or fictitious data to the Controller and caused any damage thereby, the Controller shall be entitled to enforce its claim for compensation against You.

The Controller does not check the personal data provided to it. Exclusively the person providing the data shall be responsible for the accuracy thereof. Upon the provision of your personal data, You assume responsibility for the fact that the provided data are true and that those are your own personal data.