

HFF Volunteer Privacy Policy

Hungarian Football Federation (HFF)

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This document describes the main information about the data processing besides the HFF use the General information on data processing document, which you can see on this website: ~~https://adatvedelem.mlsz.hu/file/list_e/2759/file/general-information-on-data-processing-2018-08-09.pdf~~ <https://dataprivacy.mlsz.hu/general-information-of-the-data-processing>

HFF is a data controller and takes Your privacy seriously and understands the importance of maintaining the confidentiality of Your personal data and other information stored about You.

HFF is committed, in the course of its activities and in compliance with applicable data protection laws, to ensure the confidentiality, integrity and availability of Your personal data, as well as to respect Your privacy.

The commitments described in this privacy policy (the “Privacy Policy”) fulfil the values, the principles of action and behaviour of HFF and are established in compliance with European laws („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 Directive 95/46/EC (General Data Protection Regulation, hereafter as GDPR).

~~Date of issue of the latest version of this Privacy Policy: [2019]~~

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1.) WHAT THIS PRIVACY POLICY COVERS

This Privacy Policy applies to HFF's processing of Your personal data when You apply to Volunteer on HFF website or other websites (e.g. UEFA portal) which links to this Privacy Policy. This means information that identifies You personally such as your name, location, photo and contact details or data that can be linked with such information in order to identify You directly or indirectly.

2.) THE PERSONAL DATA WE COLLECT FROM YOU

HFF collects and processes personal data in respect of your use of and interactions with the HFF Platforms in order to provide You with a service, to respond to you and to publish and share information plus documents related to football. “Personal data” means any information that may be linked directly or indirectly to you as an individual. The types of Personal Data we may collect and process vary from HFF Platform to HFF Platform but can be summarised as follows:

Personal data we collect:

(*mandatory information and data)

Personal information

- ~~Name~~
- **First Name***
- **Surname***
- **Mother's name (only for Hungarian citizens)*,**
- **Gender***
- **Nationality***
- **Date of Birth***
- E-mail*
- **E-mail confirmation***
- Phone number*

Preferred areas*

- 1st Choice*
- 2nd Choice*
- 3rd Choice*
- 4th Choice*
- 5th Choice*

Uniform size*:

- T-shirt Size*
- **Jacket Size***

Another information:

- Special diet or food intolerance*
- **Position of the contracted Volunteer***

Information to the written contract:

- **First name*,**
- **Surname*,**
- ~~name of the volunteer mother,~~
- **Mother's name (only for Hungarian citizens)*,**
- Home address*,
- Residence address*,
- Place of birth and date*.

Availability*

Your position for EURO 2020, if you have any*

Transportation support*

- **Need for parking spot (plate number is needed)**
- **Need for public transportation tickets**

We additionally handle the following data if You apply the „UEFA Super Cup 2020” event:

- The answer of the following questions:

- o **Why would you like to be part of the volunteer team?***
- o **What are your expectations from the event and from the Volunteer Programme?***
- o **Do you consider yourself cooperative? If so, why?***
- o **Do you consider yourself outgoing or rather an introvert person? Please elaborate your answer.***
- o **Does your studies, volunteer experience or work is related to your chosen areas? If so, how?***
- o **How flexible you are during the event in terms of free time, possible changes in the schedule? What is your level of knowledge in English?***
- o **Please let us know if you speak any other languages and at which level!***
- o **Please indicate how confident you are to speak in Hungarian in front of others?***
- o **Please indicate how confident you are to speak in English in front of others?***
- o **What would you do if an official during one of your shifts asking you about some information that you are not aware of?***

- o pullover size?*

Communication with HFF after the EURO2020 and direct marketing data

You are entitled and welcome to provide your first name, last name and e-mail address to HFF for further communication for EURO2020 and regarding coming recruitment and/or for direct marketing purposes. The use of these data for these purposes based on your free consent which may be withdrawn any time.

3.) PURPOSE AND LEGAL BASIS OF THE USE YOUR PERSONAL DATA

The purpose of the data handling is to:

- identification of the volunteer and create the Volunteer contract include the personal interview, selection the best applicant, control the Volunteers work.

The legal basis of the data handling is the Article 6 section (1) point b) of the GDPR: processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

The Mother's full name of Hungarian Applicant is needed to the Certificate of good Conduct. That based on the Act I of 2004 on sports article 69/B. § section (2). The legal basis of this data handling is Article 6 section (1) point c) of the GDPR: processing is necessary for compliance with a legal obligation to which the controller is subject.

The data voluntarily provided for marketing and/or communication purposes will be used solely for these purposes, namely sending offers and newsletter end/or communicate with you related to EURO2020 and coming events and Volunteer possibilities. The legal basis of this data handling is Article 6 section (1) point a) of the GDPR: processing by the consent of the data subject.

4.) SOURCE OF PERSONAL DATA

Data are provided by the Volunteer on the <https://applicantportal.enterprise.uefa.com> website or in a Microsoft form.

45.) PERSONAL DATA SHARING AND DISCLOSURE

We may share your personal data with the parties set out below for the purposes set out above. With our other group companies for internal reasons, primarily for business and operational purposes in line with this Privacy Policy. With external third parties who perform functions on our behalf and who also provide services to us. These third parties comply with similar and equally stringent undertakings of privacy and confidentiality. With external third parties who are independent data controllers. With police and state authorities in particular to carry out security or administrative controls in relation to venues or events You have requested access to.

~~We don't share 3. person the personal data.~~

Our data processors are:

- Microsoft Inc., ~~how who~~ operate the ~~Google~~ **Microsoft** forms service,
- Canon Kft. ~~how who~~ operate the HFF filing system,
- **in cases when the application is don via UEFA portal, the UEFA and its sub-processors, who operate the Volunteer website (<https://applicantportal.enterprise.uefa.com>).**

65.) DATA RETENTION AND ARCHIVING

~~HFF will handle the personal data to 5 years (limitation period in Hungary) after the end of our contractual relationship-~~

HFF will handle the personal data which needs to be handled for contractual purposes (Name of the Volunteer, Mother's name for Hungarian Volunteers, Permanent and Temporary Residence address,

Date of Birth and Place of Birth, Signature, Copies described in Section 2.) to 10 years after the end of our contractual relationship.

In case the UEFA system was used for the application the Personal Data of the Volunteers will be kept in the UEFA system as well, until 30 days after the match the Volunteer was selected.

Personal data of the rejected applicants related to any recruitment will be kept until 1 month, after the closure of the selection process.

Since volunteer activity might be considered as part of internship or school practice, HFF will keep - besides the personal data recorded in the written contract - the position of the Volunteer until 1 year after the end of adequate event, except the Volunteer asks in written to delete it.

The data if you provide them to HFF for communication purposes and/or for direct marketing purposes for using even after the EURO2020, will be handled for these purposes maximum to 3 days after withdrawing your consent.

76.) YOUR RIGHTS

By law, you have a number of rights (subject to certain conditions) when it comes to your personal data. Further information and advice about your rights can be obtained from the data protection regulator in your country.

Rights	What does this mean?
Your right to object to processing	You have the right to object to certain types of processing, including processing for direct marketing (i.e. if you no longer want to be contacted with potential offers or opportunities). Unsubscribing from newsletters and e-mail marketing communications can most easily be done by clicking on the unsubscribe link at the bottom of any e-mail newsletter We have sent to You or, alternatively, by modifying Your account settings and preferences.
Your right to be informed	You have the right to be provided with clear, transparent and easily understandable information about how we use your personal data and your rights. This is why we are providing you with the information in this Privacy Policy.
Your right to Access your personal data	You have the right to obtain access to your personal data (if HFF is processing it), and certain other information (similar to that provided in this Privacy Policy). This is so you are aware and can check that we are using your personal data in accordance with data protection law.
Your right to Update and Rectification	You are entitled to have your personal data corrected if it is inaccurate or incomplete. You are generally able to review, correct or update Your personal data at any time by accessing Your account on the HFF Platform where it has been created. However, you may choose to send us a written request to do so on your behalf at any time.
The right to erasure	This is also known as ‘the right to be forgotten’ and, in simple terms, enables you to request the deletion or removal of your personal data where there is no compelling reason for HFF to keep using it. This is not a general right to erasure, there are exceptions. You are generally able to delete Your personal data at any time by accessing Your account on the HFF Platform where it was created. However, you may

	choose to send us a written request to do so on your behalf at any time.
Your right to restrict processing	You have rights to ‘block’ or suppress further use of your personal data. When processing is restricted, HFF can still store your personal data, but will not use it further. We keep lists of people who have asked for further use of their personal data to be ‘blocked’ to make sure the restriction is respected in future.
Your right to data portability	You have rights to obtain and reuse your personal data for your own purposes across different services.
Your right to lodge a complaint	You have the right to lodge a complaint about the way HFF handle or process your personal data with your national data protection regulator.
Your right to withdraw consent	If you have given HFF your consent to anything we do with your personal data, you have the right to withdraw your consent at any time (although if you do so, it does not mean that anything we have done with your personal data with your consent up to that point is unlawful). This includes your right to withdraw consent to us using your personal data for marketing purposes.

You can exercise any of these rights by contacting us in writing (including via email or regular mail) on the details below. Please note that we may require to receive a proof of your identity before we can respond to your request.

~~Email: adatvedelem@mlsz.hu~~ Mail: 1112 Budapest, Kánai ~~utca~~ **Street 2/D**

If you speak Hungarian language, you can use the data privacy claim form on the HFF website: <https://adatvedelem.mlsz.hu/adatbejelento-urlap> and is available even in English here: <https://dataprivacy.mlsz.hu/form-to-exercise-your-rights> .

We usually act on requests and provide information free of charge, but may charge a reasonable fee to cover our administrative costs of providing the information for:

baseless or excessive/repeated requests, or further copies of the same information. HFF may refuse, restrict or defer the provision of information where HFF has the right to do so under current data protection legislation.

Please consider your request responsibly before submitting it. We will respond as soon as we can. Generally, this will be within one month from when we receive your request but, if the request is going to take longer to deal with, we will come back to you and let you know.

78.) CHANGES TO THIS PRIVACY POLICY

The Privacy Policy is available at any time through the HFF Website and may be amended from time to time. We shall place an updated version on this page of the HFF Websites. The HFF Websites and/or the HFF Apps may also provide notices of changes to this Privacy Policy or other matters by displaying notices or links to notices to You generally on or within the HFF Platforms. You are responsible for regularly reviewing this Privacy Policy. HFF reserves the right to change this Privacy Policy at any time without prior notice to You. We will however notify You where we have made significant changes and where we have a relationship with You.

98.) CONTACT US

If you have any questions about this Privacy Policy, please contact us on the details below. If you are not satisfied with our response to a complaint you have made, or think we are not complying with data protection law, you can make a complaint to the data protection regulator in your country:

Email: adatvedelem@mlsz.hu Mail: 1112 Budapest Kánai út 2/D

Valid from: ~~16.08.2019~~ **12.08.2020.**