Notice on the Recording of Project Discussions

You are hereby informed that an online meeting (the "**Project Discussion**") relating to the project to be implemented by DIGIC, which is the subject of the invitation, will be recorded (unless you object to the recording) and the relevant data processing is described below.

1. Name and contact data of the data controller

Company name: **DIGIC PICTURES Filmgyártó, Szoftverfejlesztő és Kereskedelmi Korlátolt Felelősségű Társaság**
Registered office: 1031 Budapest, Záhony utca 7
Company registration number: Cg.01-09-693165
Tax number: 12573383-2-41
Represented by: Sándor Rabb managing director
Website: www.digicpictures.com
E-mail: privacy@digicpicutres.com

Hereinafter as: **"DP"**

Company name: **DIGIC Services Korlátolt Felelősségű Társaság**
Registered office: 1031 Budapest, Záhony utca 7
Company registration number: Cg.01-09-303274
Tax number: 26125921-2-41
Represented by: György Tóth managing director
Website: www.digicpictures.com
E-mail: privacy@digicpicutres.com

Hereinafter as: **"DS"**

DP and DS are considered joint controllers and are hereinafter collectively referred to as "DIGIC".

1. THE SCOPE OF DATA SUBJECT DATA, THE PURPOSE, LEGAL BASIS, AND DURATION OF PROCESSING

SCOPE OF PROCESSED DATA	PURPOSE OF DATA PROCESSING	LEGAL BASIS OF PROCESSING	DURATION OF DATA STORAGE
Audio and video recordings of the participants taking part in the Project Discussion and written transcriptions prepared from the recording	During the projects to be implemented by DIGIC a. accurate retrievability / traceability of the needs defined by the given partner, b. effective implementation of the given project according to the needs of the partner; and c. the enforcement of claims related to the Projects.	Pursuant to Article 6(1)(f) of the GDPR: the legitimate interest of DIGIC a. to produce the given motion pictures and projects according to the needs of its business partners; b. to ensure that the flow of information related to the complex projects is adequate and the information are traceable;	In the cases set out in Paragraphs (a) and (b), until the acceptance of the project by the Partner. in the case set out in Paragraph (c): until the court or authority procedure is closed in a final and enforceable manner, if the data are used in a court

		c. to ensure that in the case a claim is enforced in relation to the performance of a contract between DIGIC and its contractual partner, DIGIC can prove the exact details of the performance of the contract.	or authority procedure; if the data are used in internal proceedings, until the expiry of the limitation period for claims or actions arising out of or in connection with the findings of the internal proceedings

2. Persons having the right to access the Recordings

Personal data is treated confidentially by DIGIC.

In the case of data processing for the purposes set out in Sections a) and b) (see the "Purpose of data processing" column in the table above), only the following persons shall have access to the data:

- CEO,
- and
- Producer,
- member of the Production Department,
- leaders of the concerned Departments,
- on the basis of specific authorisation granted by the Producer, employees and/or agents/contractors performing artist and coordinator duties on the given Project, and
- in the event of a dispute (if any) concerning the implementation of the project in terms of its content, the contact person of the given partner in the given project
- the data subject appearing in the given recording.

In the case of data processing for the purpose set out in Section c) (see the "Purpose of data processing" column in the table above), in addition to the above, the following persons shall have access to the data:

- the director in charge of the Legal area,
- the court or other authority having jurisdiction;
- the legal representative, legal counsel acting on behalf of DIGIC.

3. Data storage, security measures

The data is stored on DIGIC's own server in a password-protected electronic folder. The files are copy protected.

Copies or prints of the Recordings may be made only under controlled circumstances, always documented in minutes/record. Only and exclusively the persons specified in Section 2 shall have the right to make copies or prints.

Any possible data carriers that cannot be erased due to damaging, must be destroyed under

controlled circumstances, documents in unique records.

4. Exercising the rights of data subjects

4.1. Right of access

Pursuant to Article 15 of the GDPR, the Data Subject has the right to request information at any time on whether and how his or her personal data are processed by DIGIC, including the purposes of the data processing, the recipients to whom the data have been disclosed or the source from which the data were obtained by DIGIC, the retention period, any of his/her rights in relation to the processing and, in the case of transfers to third countries or international organisations, information on the safeguards relating thereto.

In exercising your right of access, you also have the right to request a copy of the data as follows:

- In your request, you must specify the Project Discussion (date and time) of which a copy of the recording you request.
- The right to request a copy must not adversely affect the rights and freedoms of others, i.e. if other data subjects are identifiable in the recording, DIGIC will take technical measures (such as image editing, including obscuring or blurring) to protect the rights of third parties.
- Please note that the Recordings are, in view of their content, trade secrets of DIGIC, which you are obliged to keep confidential – with due consideration of your employment relationship or other work-related legal relationship with DIGIC or its partner – and any use of the Recordings in violation of such trade secrets is prohibited.
- If your request is excessive or manifestly unfounded, DIGIC may charge you a reasonable fee under Article 12(5)(a) of the GDPR or refuse to act on your request (Article 12(5)(b) of the GDPR).

4.2. Right to erasure ('right to be forgotten')

Under Article 17 of the GDPR, if you request the erasure of any or all of your personal data, DIGIC will delete them without undue delay:

- if they are no longer necessary for the purpose for which they were originally stored or if the processing is unlawful,
- if you exercise your right to object and there are no overriding compelling legitimate grounds for the processing.

Recordings cannot be erased if the processing is required for any of the following:

a) for exercising the right of freedom of expression and information;
b) for compliance with a legal obligation which requires processing of the personal data by Union or Member State law to which the controller is subject;
c) for the establishment, exercise or defence of legal claims.

4.3. Right to restriction of processing

You may request restriction of the processing of your personal data on the basis of Article 18 of the GDPR in the following cases:

- the processing is unlawful, but you oppose the erasure of the personal data and request the restriction of their use instead;
- DIGIC 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.

4.4. The right to object

Pursuant to Article 21 of the GDPR, if the legal basis for the processing of your data is the legitimate interest of DIGIC or a third party, you have the right to object to the processing. DIGIC is not obliged to uphold the objection if it proves that there are compelling legitimate grounds for the processing which override your interests, rights and freedoms or that the processing is connected to the establishment, exercise or defence of the legal claims of DIGIC. However, if you express your objection prior to the recording of the Project Discussion, DIGIC will uphold your objection and will not record the Project Discussion.

4.5. Right to rectification

In the case of the recorded Project Discussions, the possibility to rectify the data is limited and the exercise of the data subject's right is limited in this case.

4.6. Right to make a complaint, right to legal remedy

If you consider that the processing of your personal data by DIGIC infringes the provisions of the currently effective data protection legislation, in particular the GDPR, you have the right to lodge a complaint with the competent data protection supervisory authority. In Hungary, complaints can be filed with the Hungarian National Authority for Data Protection and Freedom of Information ("**NAIH**"). Contact data of the Hungarian National Authority for Data Protection and Freedom of Information:

Website: http://naih.hu/
Postal address: 1363 Budapest, Pf.: 9.
Address: 1055 Budapest, Falk Miksa utca 9-11.
Phone: +36 (1) 391-1400
Fax: +36 (1) 391-1410
E-mail: ugyfelszolgalat@naih.hu

You can also take legal action under the GDPR and the Information Act. Your detailed rights and the available legal remedies are specified under Chapters III and VIII of the GDPR and Article 23 of the Information Act.

4.7. Time limit for replying to data subject requests

DIGIC will ensure that if you exercise any of your rights in relation to this processing and contact DIGIC, DIGIC will respond to such requests without undue delay and in any event within 30 days.

If you wish to exercise any of your rights, or if you have any questions or comments, please contact us using the contact details provided in Section 1 of this Notice. Please contact the DIGIC entity with which you or your employer have a contractual relationship!