

Appendix #2: The library patron’s (natural person) statements

Identifying number:
.....

Library patron’s statement (natural person)

Before giving your data, please read our General Privacy Notice on the 2nd page.

Family name and first name:
Family name and first name by birth:
Mother’s maiden name:
Place and date of birth:
Permanent address:

- 1. I, the undersigned, declare that I wish to be the patron of the Metropolitan Ervin SzabóLibrary.
- 2. I have read and accept to be bound by the prevailing Terms of Use published by the Library.
- 3. I declare that I will create copies of library documents for personal use only. I will abide by the regulations of Act LXXVI of 1999 concerning copyright.
- 4. I have read and acknowledge the General Privacy Notice.
- 5. I acknowledge that this statement will be valid till the termination of my membership.

..... date signature

Additional statement concerning the utilization of email services

I give my consent for the Library to use my email address.....
in the case of the following services:

- notice before due date
- notice before membership expiration
- receiving list of checked-out books
- feedback on the renewal through the Library portal
- notice about reservation
- notice about inter-library loan
- remote payment
- notice about changes in services
- notice about procedure of payment order

This statement will be valid till withdrawal.

..... date signature

General Privacy Notice(in short)

I. Data manager

Metropolitan Ervin Szabó Library

Principal office: 1088 Budapest, Szabó Ervin

tér 1. Representative: Kovácsné Koreny Ágnes

general director Website: <http://www.fszek.hu>

E-mail address of data protection officer: adatvedelem@fszek.hu

II. Patron's statement

Purpose of data management: Your (as on behalf of yourself, authorized representative or witness) identification is to ensure our service provision and the establishment of library membership.

Purpose of the management of data necessary for contact (e-mail address, phone number) is to keep in touch.

The legal grounds for data management are the relevant parts of Directive - item e) of 1. section of paragraph No. 6 of GDPR; data management is needed to implement data manager's duties of public interest.

Legal provisions relating to data management:

◆ *56.§ (3) and 57.§ (1) sections of Act CXL/1997 about protection of cultural goods, museums and other institutions with similar roles, public library system and general education; according to these sections it is compulsory to give the data mentioned above;*

◆ *Retention time of voucher is determined on the basis of Act C of 2000 on Accounting, Section 169. §(2) – for at least 8 years.*

Duration of data management:

◆ *Your data are retained for 5 (five) years in our system after the expiry of membership, and under a pseudonym (restorable) for another 10 (ten) years;*

◆ *Regardless of information mentioned above your data given in case of registration and the use of certain services requiring payment shall be retained for 8 (eight) years, as verifying documents connected to the invoice issued concerning the fee, on the basis of Act C of 2000 on Accounting, Section 169. § (2).*

III. Use of the service related to e-mail notices

For this purpose, your e-mail address is managed together with the data given at registration.

Purpose of data management: To send a notice.

Claim (legal basis) of data management: relevant parts of Directive - item e) of 1. section of paragraph No.6 of GDPR; data management is needed to implement data manager's duties of public interest.

Duration of data management: E-mail messages are sent as long as you have valid membership. You can unsubscribe by sending an e-mail to adatvedelem@fszek.hu at any time if you do not want to get more e-mail notices.

IV. Rights; remedies for breach

You are authorized to ask for information about (access to) data management and to ask for correction concerning your personal data; data management can be restricted by request. If you wish to enforce any of your rights, please write it to us to any of the addresses mentioned above. We also inform you that You can make a complaint at the Hungarian National Authority for Data Protection and Freedom of Information or You can go to law.

Detailed Data Management Policy, with special regard to rights and remedies for breach, can be found on http://www.fszek.hu/english/data_protection.