



**INFORMATION ON THE USE OF  
COOKIES AND ON OTHER PERSONAL  
DATA REGISTERED ON THE WEBSITE**

*[www.fszek.hu](http://www.fszek.hu)*

## 1. The Controller

### **Metropolitan Ervin Szabó Library**

registered office: 1088 Budapest, Szabó Ervin tér 1.  
represented by: Dr Péter Fodor, Director General  
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phone: +36 1 411 5000  
website: <http://www.fszek.hu>

(hereinafter: ‘Controller’)

### **In relation to privacy issues please contact us using the details below:**

name of the data protection officer: Dr Erika Tihanyi  
e-mail: [adatvedelem@fszek.hu](mailto:adatvedelem@fszek.hu)

## 2. Processor

Our website is stored by INSTANTWEB Kft. (registered office: 1114 Budapest, Bartók Béla út 15/d. 2<sup>nd</sup> floor 18.) as processor.

## 3. Automatically recorded data

Once You visit our website the IP address of your device (e.g.: laptop, PC, smartphone, tablet) is automatically recorded. During your visit to the website the web server serving the website automatically logs the recorded data without any specific declaration or action on Your part. The system generates statistical data from those data. Such data may not be connected with other personal data with the exception of cases where such interconnection is mandatory by law. We use this information only in a summarised and processed (aggregated) form, to correct any defects in our services or to improve their quality and for statistical purposes.

### The purpose of the processing:

The technical development of the IT system, the control of the operation of the service, generation of statistics. In the event of abuse, in cooperation with the internet service provider of the visitors and the authorities, the data can also be used to determine the source of the abuse. Due to the technology the data specified above must be registered otherwise the website cannot be accessed.

### Legal ground of the processing:

Section 13/A (3) of Act CVIII of 2001 on *Electronic Trading Services and Certain Issues Concerning Services in an Information Society*.

### Period of the processing:

6 months from the viewing of the website.

## 4. Cookies

### 4.1. What is a cookie?

A cookie is a small text file that is stored on the hard drive of a computer or mobile device until the expiration date set in the cookie and which is activated on later visits. Websites use cookies to capture visitor information (visited pages, time spent on sites, browsing data, logouts, etc.) relating to the visit, or to record certain personal settings. This tool helps to build a user-friendly website to enhance the visitor's online experience.

Based on their time, function and origin, the cookies are distinguished as follows:

#### *4.1.1. Session and permanent cookies*

We differentiate between two types of cookies based on their expiry dates: 'session cookies' and 'permanent cookies'.

The '**session cookie**' is stored temporarily by the computer, notebook or mobile device as long as you do not leave the site; these cookies help the system to record information so You do not have to re-enter or fill in that information. The session cookie validity period is limited to the user's current session only, and is intended to prevent data loss (for example, when completing a longer online form). When this session is completed or the browser is closed, these type of cookies will be automatically deleted from the visitor's computer.

The '**permanent cookie**' continues to be stored on your computer, notebook, or mobile device after leaving the site. With the help of these cookies, the site recognises You as a returning visitor. In all cases, where authentication of the user is necessary - e.g. webshop, netbank, webmail - for the adequate conditions of proper operation. Permanent cookies do not carry personal data on their own, and can only be used to identify the user in conjunction with the service provider's database. **The expiry of the permanent cookies is indicated in the their description.**

#### *4.1.2. Own and external cookies*

When our web server installs cookies on your devices, they are known as own cookies while when the source of a cookie is a code integrated into the website concerned by an external service provider (e.g., Google), they are considered external cookies.

#### *4.1.3. Required, statistical and marketing cookies*

A '**required cookie**' performs functions that are indispensable for the operation of the website. (E.g.: form completion guide) As the website cannot function without the cookie, your consent is not required for its use.

A '**statistical cookie**' collects statistical data on how the visitors of the website use it, the topics viewed and clicked by them and how they scroll in the website. The use of such cookies is not indispensable and therefore their use requires your consent.

A ‘marketing cookie’ is used to present targeted advertisements tailored to you on various advertising platforms (e.g.: Google). For that the cookie analyses e.g. the method and place of viewing the website, records the number of visits and watched videos etc.

**The exact purpose of the cookies is stated in the description.**

#### 4.2. What type of cookies do we use?

##### ***A. Cookies that are indispensable for the operation of the website***

Legal ground of the processing: Section 13/A (3) of Act CVIII of 2001 on *Certain Aspects of Electronic Commerce and Information Society Services*. If the cookie is deleted, the function (purpose) it is associated with is not achieved.

name	Purpose	period of processing	Cookie provider (privacy notice)
<b>PHPSESSID</b>	While completing various forms on the website this cookie helps e.g. indicate an error in the completed form or that the form has been submitted successfully.	The duration of the visit.	<b>Own cookie</b>
<b>SERVER_ID</b>	It helps decide on the server that will serve the visitor’s requests.	The duration of the visit.	<b>Own cookie</b>

##### ***B. Cookies collecting statistical data***

Legal ground of the processing: Your consent, which you provide in the pop-up window on the website. You may revoke your consent at any time, but the revocation does not affect prior legitimate data processing. In case of revocation, we will not receive data related to Your browsing.

name	Purpose	period of processing	Cookie provider (privacy notice)
<b>_utm.gif</b>	Collects statistical data from the browser and device of the visitor.	The duration of the visit.	<b>Google (DoubleClick)</b> <a href="https://support.google.com/admanager/answer/2839090?hl=hu">https://support.google.com/admanager/answer/2839090?hl=hu</a>  <a href="https://policies.google.com/privacy?hl=hu">https://policies.google.com/privacy?hl=hu</a>
<b>_utma</b>	Records the number of visits and the date and time of the first visit of the visitor.	2 (Two) years	
<b>_utmb _utmc</b>	They records the start and end time of the visit in order to make the duration of the visit trackable.	The duration of the visit.	
<b>_utmt</b>	Monitors the speed of the server.	The duration of the visit.	
<b>_utmz</b>	Monitors the country the visit is from, the requests and the clicks.	6 (Six) months	

##### ***C. Marketing cookies***

Legal ground of the processing: Your consent, which you provide in the pop-up window on the website. You may revoke your consent at any time, but the revocation does not affect prior

legitimate data processing. In case of revocation, we will not receive data related to Your browsing.

name	Purpose	Period of processing	Cookie provider (privacy notice)
<b>_atuvc</b>	The cookies relate to the operation of the AddThis widget. A widget helps content sharing on social media platforms. Cookies collect statistical information on how many times a visitor shared content and how they use the AddThis function integrated into the website.	13 (Thirteen) months	<p style="text-align: center;"><b>AddThis</b></p> <p style="text-align: center;"><a href="https://www.addthis.com/privacy/">https://www.addthis.com/privacy/</a></p> <p style="text-align: center;"><a href="https://www.addthis.com/privacy/opt-out/">https://www.addthis.com/privacy/opt-out/</a></p>
<b>_atuvs</b>		The duration of the visit.	
<b>_at.cww at-lojson- cache-# at-rand</b>	Permanent		
<b>loc</b>	The 'loc' cookie records the location of sharing.	13 (Thirteen) months	
<b>uvc</b>	The 'uvc' cookie records the number of shares initiated by the visitor. The 'xtc' cookie records the shared content.		
<b>xtc</b>			

### 4.3. How can I allow or block cookies?

You can adjust the settings in the pop-up window of the website and through your browser. Most web browsers automatically accept cookies, but visitors have the option to delete or block them. Since each browser is different, You can customise your cookie preferences by using the toolbar of the browser. At the same time, you can delete cookies stored on your computer or mobile device at any time. For more information on these settings, visit the Help section of your browser or click directly on the links detailed below (Ctrl+left mouse click). Please note that if you choose to disable cookies, you might have to forfeit some of the features of the site.

- [Link to the cookie settings guide of Microsoft.](#)
- [Link to the cookie settings guide of Mozilla Firefox.](#)
- [Link to the cookie settings guide of Google Chrome.](#)
- [Link to the cookie settings guide of Opera](#)
- [Link to the cookie settings guide of Apple Safari.](#)

## 5. References and links

Our website may also contain links that are not operated by the Controller, but are intended only to inform visitors. The Controller has no influence over the content and security of the websites operated by partner companies, therefore it is not liable for them. Please review the privacy policy of the sites You visit before inputting your information in any form.

**To find our more about other processing, rights and legal remedies please read our Privacy Notice [here](#).**

*Last update: December 2018*