



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

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

(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

2. Processor

Controller provides the service on its own computers, it does not involve outside data processing companies.

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 monitoring 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:

90 days 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.

In case the cookie is operated by outside companies (e.g.: Google), the data recorded in the cookie is sent towards those operators. Operators like those are separate and independent from us. The details to reach their privacy policies are indicated in the description of the cookie.

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 types of cookies will be automatically deleted from the visitor's computer.

The '**persistent cookie**' continues to be stored on your computer, notebook, or mobile device after leaving the site. With the help of these cookies, the site recognizes You as a returning visitor. 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 description of the cookie.**

4.1.2. First-party and third-party cookies

When our web server installs cookies on your devices, they are known as first-party 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 third-party 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 indicated 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: Article 6, paragraph 1, point e) of the GDPR, having regard to Section 13/A (3) of Act CVIII of 2001 on *Certain Aspects of Electronic Commerce and Information Society Services*. The data processing is necessary for the execution of the public functions. If the cookie is deleted, the function (purpose) it is associated with is not achieved.

| name | Purpose | period of processing | Cookie provider (privacy notice) |
|-------------|--|----------------------------|----------------------------------|
| PHPSESSID | 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. | First-party cookie |
| what_intent | It identifies the type of device used by the visitor in order to properly display the website. | The duration of the visit. | First-party cookie |

B. Cookies collecting statistical data

Legal ground of the processing: Article 6, paragraph 1, point a) of the GDPR, 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.

For the collection of statistical data, Controller engages with the services of Google Analytics, the provider processes the data according to their own rules.

C. Marketing cookies

Controller does not collect or store marketing cookies.

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 customize 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](#)

[Link to the Privacy Policy of Google Analytics](#)

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

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