

DATA PROTECTION MANUAL

For reference persons

(Annex No. 3 of the Data Management Policy)

Interim Kft. as data controller (hereinafter: data controller) based on Paragraph 14 of GDPR advises you in regard to processing your personal data.

Data of the data controller

Name of the data controller: Interim Kft.

Seat: 1122 Budapest, Ráth György utca 56.

Registry number: 01-09-922757

Represented by: Fekete István, Lengyel Péter, Steiner László

Phone: 0613935800

Email: Backoffice@interim.hu

Web site: www.interim.hu

Responsible for data controlling: Dávid Péter

Hereby we advise you that private individuals provided their personal data listed below as reference when applying for interim management assignments at the data controller at the moment of their registration with data controller.

Circle of controlled data:

- Name
- Phone number
- E-mail address
- Workplace
- Position

The purpose of data controlling is to gather information about applicants, allowing data controller to propose appropriate candidates to companies that send their requests for quotations, based on professionally sound decisions. Also, information gathering is aimed at allowing to decide whether the applicant meets the requirements defined by data controller. The legal ground of data controlling is the data controller's legitimate right according to point f) of paragraph (1) of Article 6 of GDPR to make professionally well based decisions about the suitability of applicants.

We do not share data with third parties, control them exclusively for the above defined purpose, for the time period necessary to attain the goal. After that your personal data will be deleted. Data controller will not do any other further data management with the personal data for any other purpose as defined above.

At your request, data controller will inform you any time free of charge about the way it is handling your personal data. Furthermore, you can request at any moment access to your personal data, their correction or deletion, limitation of data controlling and can protest against personal data controlling. There will not be any automated data controlling regarding your personal data.

In case of infringement of your rights stipulated by relevant laws you can appeal to the court. The process of appeal to the court is defined by § 22 of the Law on Information. If the data controller damaged you by unlawful control of your personal data or by infringing data safety requirements, it is obliged to pay compensation. He/she can initiate an examination at the National Authority of Data Protection and Freedom of Data („NAIH”) by referring to an infringement regarding the control of his personal data or there is an imminent threat. Detailed rules of the procedure by NAIH are stipulated in Chapter VI of the Law on Information.