
Data Processing Guidelines

Economy and Finance (hereinafter: the Journal) manages personal data recorded in connection with the submission of manuscripts and the mailing of the Journal in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, as well as provisions of Act CXII of 2011 on the Right of Informational Self-Determination and on Freedom of Information, as set down in the following.

Data Processor:

Foundation for the Development of Financial Literacy, as the Editorial Office

Headquarters: 1011 Budapest, Szalag utca 19.

E-mail: gp@apkf.eu

Sphere of concerned parties and data processed:

Concerned parties: past and present authors of the Journal, and customers of the Journal.

Data processed: in the case of electronic contact: name and e-mail address; in the case of postal contact: name, title, workplace, position, workplace or private postal address.

Legal grounds for data processing:

The concerned party has given their consent for the processing of their personal data in knowledge of these data processing Guidelines.

Goal and period of data processing:

The Journal manages the data of authors of manuscripts required for their publication, with a view to maintaining contacts and for the purpose of mailing complimentary copies. At the same time, the Journal records the data of customers for mailing purposes. Members of the Journal's editorial staff have exclusive access to the data, and the Journal has no recourse to an external data processor when handling the data. The Data Processor will handle the data for an indeterminate period, or until the withdrawal of permission for the processing of data.

Data transfer:

There is no occasion for data transfer.

Data security measures:

Personal data recorded in electronic form are stored on the publisher's own servers, without making use of the services of another company for storage purposes. The publisher applies appropriate measures to ensure that personal data are protected from – among other things – unauthorised access or alteration.

Rights related to data processing:

The right to information and access:

Via the contacts provided under the “Data Processor” subheading, concerned parties may request information in writing from the Editorial Office, with respect to:

- which personal data it is processing;
- on what legal grounds;
- for what purpose;
- from what source; and
- for what period;
- whether it is still processing their personal data; and
- to which of their personal data – to whom, when, and to what purpose – has access been granted, or to whom, when, and to what purpose personal data has been transferred.

Beyond this, they may also request a copy of their personal data stored by the Journal.

The Journal will comply with the concerned party’s request within 30 days at the latest, in a written reply sent to the contact address provided in the request. If the request is sent to the Editorial Office by electronic means, then the Editorial Office’s written reply will likewise – if possible – be despatched by electronic means. If the concerned party wishes the reply to be sent by other means, they should indicate this in their request.

The right to correction:

Via the contacts provided under the “Data Processor” subheading, concerned parties may request in writing that the Journal modify or clarify any item of their personal data (e.g. name or e-mail address, if a change has occurred).

The right to deletion (“right to be forgotten”):

Via the contacts provided under the “Data Processor” subheading, concerned parties may request in writing that the Journal delete their personal data.

A request for deletion will be refused by the Journal in the event that the law obliges it to continue to store the personal data. If, however, there is no such obligation with respect to the personal data requested for deletion, then the Journal will comply with the request without unjustified delay, within 30 days at the latest, informing the party who submitted the request in a written reply sent to the contact address they have provided.

The right to restrict processing of data:

Via the contacts provided under the “Data Processor” subheading, concerned parties may request in writing that the Journal restrict the processing of their data. In the event of such a restriction, the Journal is confined solely to the storage of personal data, while any other data processing activity may occur only with the consent of the party requesting the restriction, due to the submission of a legal claim or if in the public interest.

A restriction on data may be requested if:

- the concerned party believes their data is inaccurate; or

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- they believe that the Journal has processed their data unlawfully, but they do not wish the data to be deleted; or
 - they require their data to be processed due to the enforcement or defence of a legal claim, but the Journal no longer has any need for the data.

The Journal will comply with the request without unjustified delay, within 30 days at the latest, informing the party who submitted the request in a written reply sent to the contact address they have provided. If the request is sent to the Journal by electronic means, then the Journal's written reply will likewise – if possible – be sent electronically. If the concerned party wishes the reply to be despatched by other means, they should indicate this in their request.

The right to withdraw consent:

Via the contacts provided under the “Data Processor” subheading, concerned parties may withdraw their consent to the processing of their data, declaring their wish in writing at any time during the period of the data processing. In the event of withdrawal of consent, data processing carried out by the Journal prior to the withdrawal remains lawful.

The Journal will delete personal data without unjustified delay following receipt of a request for withdrawal, within 30 days at the latest, informing the party who made the declaration in a written reply sent to the contact address they have provided. If the request is sent to the Journal by electronic means, then the Journal's written reply will likewise – if possible – be despatched by electronic means. If the concerned party wishes the reply to be sent by other means, they should indicate this in their declaration.

Avenue of legal redress:

If, in the judgement of the concerned party, the processing of data has not complied with legal requirements, then they may turn to court. In addition, anyone may initiate an inquiry by notifying the National Authority for Data Protection and Freedom of Information, citing the occurrence of an encroachment of rights, or immediate danger of such a violation, with respect to the processing of personal data or the exercise of related rights.

Contact for National Authority for Data Protection and Freedom of Information:

National Authority for Data Protection and Freedom of Information

Headquarters: 1125 Budapest, Szilágyi Erzsébet fasor 22/C.

Postal address: 1530 Budapest, Pf.: 5.

Telephone: 06-1-391-1400

Telefax: 06-1-391-1410

E-mail: ugyfelszolgalat@naih.hu

Option to amend the Guidelines:

The Data Processor reserves the right to amend the present Guidelines unilaterally, without prior notification. At the request of any concerned party, the Data Processor will send the currently operative Guidelines by e-mail.