

Privacy Notice
on the use of an electronic surveillance system (video cameras)

March 27th, 2026

1. Preamble

The purpose of this Privacy Notice is to inform you about the data processing of **Budapest Metropolitan University** (registered office: 1148 Budapest, Nagy Lajos király street 1-9., institutional identification: FI33842) (hereinafter: **Data Controller** or **METU**) in connection with the operation of video surveillance cameras at its registered office and training locations, for the purposes of protecting property, human life, physical integrity and personal liberty, including the investigation of extraordinary events, in compliance with applicable legal requirements:

- **Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation; GDPR)**
- **the applicable Hungarian legislation.**

2. Data Controller

The Budapest Metropolitan University is considered to be a Data Controller (hereinafter: Data Controller or METU) regarding the data processing under this Privacy Notice.

Contact information:

address: 1148 Budapest, Nagy Lajos király street 1-9.

e-mail: adatvedelmitisztviselo@metropolitan.hu

During the data processing, the Data Controller complies with the regulations in force and fully respects the protection of the fundamental rights and privacy of individuals with special attention to the provisions of the General Data Protection Regulation.

If you have any questions or comments, please contact us at adatvedelmitisztviselo@metropolitan.hu

3. The data processing activities

Data Controller operates an electronic surveillance system (hereinafter: camera system) at its registered office located at 1148 Budapest, Nagy Lajos király street 1-9., and at its training site located at 1077 Budapest, Rózsa str. 4-6. (hereinafter collectively: training locations). **Some cameras operate for the purpose of property protection, while others serve to protect the life, physical integrity, and personal freedom of the data subjects, as described in Section 3.1 at the specified locations. The placement of the cameras at each training location is detailed in Section 3.7.**

The operation of the cameras is indicated by information signs placed at the entrances. No camera is directed at any area where surveillance would violate human dignity, particularly restrooms, lavatories, changing rooms, or showers.

The attention-drawing sign placed at the entrance contains the following shortened information notice: "Cameras are installed in the building for the purpose of protecting life and physical integrity, ensuring personal freedom, and preserving property security. The system records moving images. The presence of cameras is indicated by a pictogram displayed at the entrances. The detailed privacy notice related to this is available on the Data Controller's website."

The operation of the camera surveillance system is not intended for monitoring employees or other personnel, nor for tracking their work intensity; the Data Controller applies it solely in accordance with the purposes set out in Section 3.1.

3.1. The purpose and legal basis of data processing

The legal basis of data processing is the Data Controller's legitimate interest pursuant to Article 6(1)(f) of the GDPR, which, depending on the specific purpose and the camera concerned, is as follows:

Location of the camera	Purpose of data processing	Legitimate interest of the Data Controller
<p>Nagy Lajos király street Campus:</p> <ul style="list-style-type: none"> • Entrances and corridors of the Main Building • Entrances of the Circular Building, the restaurant, the Main Lecture Hall, and the computer labs • “Small House” community area rooms (Metu Lounge) • Caravans in front of the Main Building and the university entrance <p>Rózsa street Campus:</p> <ul style="list-style-type: none"> • Facade • Reception • Service gate • Restaurant, buffet lobby • Corridor in front of offices, computer rooms 	<p>Prevention and detection of material damage related to high-value equipment and machinery, as well as proving unlawful acts.</p>	<p>Protection of high-value assets; enforcement of claims related to damages.</p>
<p>Nagy Lajos király street Campus:</p> <ul style="list-style-type: none"> • Main Building F100 and F109 customer service offices • Circular Building restaurant, Main Lecture Hall • “Small House” community area rooms (Metu Lounge) <p>Rózsa street Campus:</p> <ul style="list-style-type: none"> • Reception • Service gate • Restaurant, buffet lobby 	<p>Protection of the life and physical integrity of employees and visitors, ensuring personal freedom, including the investigation of extraordinary events (e.g. workplace accidents) and the enforcement of related claims.</p>	<p>Protection of physical integrity, life, and a safe working environment.</p>

3.2. The types of personal data

In the course of operating the camera system, the Data Controller processes the following types of personal data:

- The image of the data subjects and any actions visible on the recording
- The date, time, and exact location of the recording

The cameras installed in and on the buildings record moving images and operate continuously. **The cameras do not record audio.**

3.3. Data subjects

All persons who enter or remain on the premises of METU's registered office or training locations (in particular students, employees, lecturers, and visitors).

3.4. Sources of data

Personal data is provided by the data subject.

3.5. Duration and place of data storage

Unless used, the recordings are retained for 7 calendar days from the time of recording, after which they are automatically and immediately deleted. If a recording is relevant to any incident, accident, unlawful act, or to an administrative or judicial procedure and is used as evidence, it will be deleted after the final conclusion of the respective procedure.

Recordings are stored on the hard drive of the digital video recorder that forms part of the Data Controller's camera surveillance system. Accordingly, storage takes place in Hungary under the supervision of the Data Controller. The monitor used for viewing the recordings is placed in such a way that unauthorized persons cannot see the footage; for this purpose, the monitor is located in a continuously supervised room.

3.6 Persons with access, data transfers

The cameras record moving images and enable real-time monitoring for:

- employees and staff of the contracted security service provider performing security and guard duties as data processor (**Nevada Security Kft.**, registered office: 2016 Leányfalu, Sasúlés str. 5.; tax number: 25446533-2-13; company reg. no.: 13-09-192761), and
- employees of the Data Controller's operations directorate providing reception services.

Access rights are granted only to the extent strictly necessary for the performance of duties. Upon termination of the person's position or tasks, access rights are immediately revoked.

The location, date, duration, and purpose of viewing any stored recording, along with the name and position of the viewer(s) and identification of the viewed footage, must be documented in a report. The Data Controller registers and manages this report in accordance with its document management rules.

If it is reasonably presumed that a person submitting a request to exercise data subject rights is not identical with the data subject, the Data Controller shall fulfill the request only after reliable verification of identity.

The Data Controller documents the fact, subject matter, legal basis, and date of any transfer of recorded images, as well as the name of the requesting authority or recipient, in accordance with its document management rules.

The Data Controller makes recordings available to third parties exclusively on the basis of statutory authorization, upon request from authorities (e.g., police) or courts, or within the framework of exercising data subject rights, provided this does not infringe the rights of others.

3.7. Placement of the cameras

At the Controller's registered office (Nagy Lajos király street Campus), the following areas are visible within the field of view of the security cameras:

- Entrances and corridors of the Main Building
- Main Building F100 and F109 customer service offices
- Entrances of the Circular Building, the restaurant, the Main Lecture Hall, and the computer labs
- "Small House" community area rooms (Metu Lounge)
- Caravans in front of the Main Building and the university entrance

At the Controller's Rózsa street training location, the following areas are visible within the field of view of the security cameras:

- Facade facing Rózsa Street
- Reception
- Service gate
- Restaurant
- Buffet lobby
- Corridor in front of offices
- Computer rooms

4. Your rights

Please note that according to the law in force you can exercise your rights at **adatvedelmitisztviselo@metropolitan.hu** by e-mail - under the statutory terms -:

- a) you may request access to your personal information, and to their copies (Article 15);
- b) you may request information about the main parameters of data processing (purpose, scope of data processed, involved data processors, duration of data management) (Article 15);
- c) **you have the right to object, on grounds relating your particular situation, at any time to processing of personal data concerning you** which is based on point (e) or (f) of Article 6(1) of GDPR (ie. public interest or legitimate interest) (Article 21): The data subject has the right to object at any time, on grounds relating to his or her particular situation, to the processing of his or her personal data for the purposes specified above; however, this restriction only binds the Data Controller for the period following the submission of the objection. If the data subject objects to the processing, the Data Controller shall restrict the processing of the data subject's personal data and shall not perform any further operations on them. The restriction applies for the period until it is determined whether the Data Controller's legitimate grounds take precedence over the data subject's legitimate grounds. If the data subject's objection is well-founded, the Data Controller shall no longer process the personal data. If it is determined that the Data Controller's legitimate interest continues to justify the processing, the processing shall continue. The Data Controller shall inform the data subject in writing of its decision to either grant or deny the objection;
- d) you have the right to obtain from the controller without undue delay the rectification of inaccurate personal data concerning you (Article 16);
- e) you may request the deletion of your personal information without undue delay (Article 17);
- f) you may request a restriction of processing of your data (Article 18);
- g) you shall have the right to receive the personal data concerning you, which you have provided to the Data Controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller (Article 20);
- h) shall have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement (Article 77);

5. Questions, the right of appeal in court, complaints addressed to the supervisory authority

If you have any questions or requests related to data protection, please contact us at the e-mail address adatvedelmitisztviselo@metropolitan.hu.

If you request information, we will respond to your request within a maximum of 30 days, using the contact information you provided.

In case of illegal data processing experienced by the data subject, he or she may initiate a civil lawsuit against the Data Controller. The trial falls within the jurisdiction of the regional court. The lawsuit - at the option of the

person concerned - can also be initiated before the court of the place of residence (you can see the list and contact details of the courts through the following link: <http://birosag.hu/torvenyszekek>).

Without prejudice to other administrative or judicial remedies, any data subject shall have the right to file a complaint to the supervisory authority, in particular in the Member State in which he or she has his or her habitual residence, place of employment or suspected infringement, if the data subject considers that the processing of personal data regarding him or her violates the GDPR.

National Authority for Data Protection and Freedom of Information

Address: H-1055 Budapest, Falk Miksa street 9-11.

Postal address: 1363 Budapest, Pf.: 9

E-mail: ugyfelszolgalat@naih.hu

Phone no.: +36 (1) 391-1400

Website: www.naih.hu