



AAMCONSULTING

DATA PROTECTION DECLARATION

This Data Protection Declaration provides information about personal data, which is collected, processed and stored by AAM Management Information Consulting Ltd. and its subsidiaries (AAM) in relation to individuals who express their interest in working with AAM in international tender procedures and projects. This includes prospective employees, interns, experts, contractors and partner company representatives.

This notice explains what personal data is processed, for which purposes, how long we hold the personal data for, what are the individual's rights and where to go for further information.

HOW WE COLLECT YOUR DATA?

When you apply for any in-house or expert position, or express your interest in cooperating with AAM in international tenders and projects, you are asked to provide specific details about yourself and you give your explicit consent to collect your data. We also get hold of your personal data by recommendation from our business contacts and by mutual subscription to specific webpages which aim at connecting individuals and companies for recruitment and partnering purposes. In general, specific details and personal data processed by us cover your CV and contact information that you voluntarily shared. More advanced stage tenders and projects may require collection of further personal information (e.g. work certificates, reference letters, etc.). We will use these and any other details you provide for recruitment and partnering purposes only and we will process your data in accordance with applicable statutory data protection requirements.

HOW WE USE YOUR DATA?

Once your data and documents are made available to AAM with any of the above described means, the unit responsible for the recruitment or partnering will handle your data. Following the analysis of specific tender and project requirements, we will decide whether we would like to further pursue the cooperation and will inform you accordingly. If you are involved in several selection procedures or partnering opportunities at the same time, the involved units will become aware of all the parallel cases to ensure efficient processing.

If the selection procedure of the position or the partnering opportunity involves another organisation (e.g. ministry, international organisation or another partner company), your personal data may also be passed on to that organisation.

In case of recruitment processes, we will forward your CV and contact details to Textkernel B.V. with whom AAM has signed a third-party data processing agreement, ensuring your data is handled confidentially. In case of partnering opportunities, we will save your personal data in our in-house database.

Apart from the aforementioned organisations, your personal data will not be made available to third parties either directly or via internet access unless we are compelled by law to do so.

We will store personal data for an indefinite period unless you request otherwise. We will also use the stored data for the recruitment procedure and partner search of other tenders and projects than the one(s) you were initially involved in, the responsible unit will contact you in these matters.



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WHAT ARE YOUR RIGHTS?

We aim to keep our information about you as accurate as possible. You can access your personal data, request correction, or deletion of the information or request that the processing of your data is restricted. You can request the correction, deletion and blocking of personal data from AAM at any time. Furthermore, you are always entitled to request disclosure of the data stored about your person by AAM.

WHERE TO GO FOR FURTHER INFORMATION?

If you have any issues, queries or complaints regarding the processing of your personal data please contact us at international@aam.hu or AAM Management Information Consulting Ltd., 1133 Budapest, Váci út 76., Hungary.

If you are unsatisfied or noticed any unlawful forms of processing of your personal data you have the right to submit an appeal to the supervisory authority:

National Data Protection and Information Authority

Address: 1125 Budapest, Szilágyi Erzsébet fasor 22/c, Hungary

Postal address: 1530 Budapest, Pf.: 5., Hungary

Phone: +36 (1) 391-1400

Fax: +36 (1) 391-1410

E-mail: ugyfelszolgalat@naih.hu

Website: <http://naih.hu>