Annex 1

Data Processing Registry Sheet

I. Data controller

a. Data controller's organisation

i. Name:

ii. Address:

iii. Organisation unit in charge:

b. Further data controller

i. Data processing organisation

ii. Contact person

II. Identification of data handling

a. Internal registration number

b. Description of data handling

c. Main purpose of data handling

d. Additional related purposes of data handling

e. Legal basis for data handling

f. Place of actual data handling

g. Data processing technology used

h. Specify the IT system

i. Specify the internal regulatory documents and information sheet

III.

Categories of the personal data concerned	Duration of data processing per category	Law applicable to the duration of data processing	Data source

IV. Data subjects

a. Category

b. Number of data subjects

V. Data processing

a. Name of data processor

b. Address of data processor

c. Contact person

d. Phone number of data processor

e. E-mail address of data processor

f. Date of signing the effective contracts

g. Place of actual data processing

h. Data processor's activity in connection with data handling

VI. Data transfer

a. Type and list of data transferred

b. Name of addressee

c. Address of addressee

d. Legal basis for data transfer

VII. Information security measures

VIII. Other information and documents

Place and date: Veszprém, ...

signature of the head of

the organisational unit