Annex 1 to the Document Management Regulation

Organisational Units entitled to register documents and their Acronyms
Effective: 1 January 2026

Name of organisational units with right to registering documents	**Code of the organisational unit**	**Identifiers of the registering entities**
Faculty of Business and Economics Dean's Office	GTKDT	GTK-DT
Centre for Communication and International Affairs	GTKKK	GTK-KK
Institute of Business Studies	GTÜTI	GTK-GI
Institute of Economics	GTKGI	GTK-KI
Institute of Management	GTMEI	GTK-MI

Faculty of Business Administration Zalaegerszeg Dean's Office	GKZDT	GKZ-DT

Faculty of Engineering Dean's Office	MKDT	MK-DT
Research Centre for Biochemical, Environmental and Chemical Engineering	MKBKVKFK	MK-BKVKFK
Research Institute of Biomolecular and Chemical Engineering	MUKKI	MÜKKI
Technical Sciences Research and Development Centre	MKMK	MK-MK
Centre for Natural Sciences	MKTK	MK-TK

Radiological Protection Services	**SV**	**SV**

Faculty of Humanities Dean's Office	TKDT	HTK-DT
English and American Studies Institute	TKAN	HTK-AAI
Institute of German and Translation Studies	MFTKGTI	HTK-GFI
Institute of Hungarian and Applied Linguistics	TKNY	HTK-MANYI
Institute of Education Research	NI	HTK-NI
Teacher Training Centre	TK	HTK-TK
Institute of Social Sciences	TKFTA	HTK-TI
Institute for Digital Methodologies	TKDMI	HTK-DMI
Institute of Psychology and Mental Health	TKPMI	HTK-PMI

Faculty of Information Technology Dean's Office	MIKDT	MIK-DT
Department of Mathematics	MIMA	MIK-MT
Department of Computer Science and Systems Technology	MISA	MIK-RSZT

Department of Electrical Engineering and Information Systems	MIVIR	MIK-VIRT
Department of Information Technology and its Applications	MIKIRAT	MIK-IRAT

Institute for Adult Education	**FI**	**FI**
Department of Legal Affairs and Procurement	**JBI**	**JBI**
Institute of Physical Education and Sports	**TSI**	**TSI**
Centre for Dual Training	**DKK**	**DKK**
Centre for Student Services and Career	**KHSZK**	**KHSZK**
Ajka Campus	**AJK**	**AJK**
Rector's Office	**RK**	**RK**
Center of Excellence	**KIK**	**KIK**

Chancellor's Office	**KK**	**KK**
Directorate of Academic Affairs	**OI**	**OI**
Dormitory Directorate	**KI**	**KOLL**
Directorate for Development and Projects	**FPI**	**FPI**
Directorate of Information Technology	**INI**	**INI**
Directorate for Economic Affairs	**GIG**	**GI**
Directorate of Human Resources Management	**HGI**	**HGI**
Technical and Operational Directory	**MIG**	**MI**
Asset Management and Technical Department	MIVMF	MI-VMF
Department of Facility Management and Security	MIÜBF	MI-ÜBF
Directorate of Communication	**KOI**	**KOI**

Department of Internal Audit	**BE**	**BE**
University Library and Knowledge Centre of the University of Pannonia	**PEKT**	**PEKT**
Knowledge and Technology Transfer Office	**KTEK**	**TEK**
University of Pannonia Nagykanizsa – University Centre for Circular Economy	**KGNEK**	**NEK**

Students' Union of the University of Pannonia	**PEHOK**	**PEHÖK**
Doctoral Students' Union of the University of Pannonia	**PEDOK**	**PEDÖK**
Union of Higher Education Workers	**FDSZ**	**FDSz**
Works Council	**ÜT**	**ÜT**