



HungaroTrial
Contract Research Organization

HungaroTrial Data Protection Policy

Last revised on November 2018

At HungaroTrial, we are strongly committed to protect your privacy. We would like to inform you that to navigate through the majority of the web pages of this website you will not be asked to share your personal information, with the exception of some data related to your navigation over these pages. However, we may need to have your personal data if you request any additional information or services from us.

Your privacy is important to us. To protect your privacy, we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used.

Why Data Protection Matters To Us?

We value the confidence of those who have entrusted us with their personal data. HungaroTrial has developed procedures and practices to periodically review and monitor the use of personal information in order to ensure that our data processing practices comply with the internationally recognized standards of personal data protection. Such international standards include, but are not limited to, the 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) and 235.1 Federal Act of 19 June 1992 on Data Protection of Switzerland.

In addition to these international regulations, we always strive to collect and use personal data in a manner consistent with the national laws of the countries where HungaroTrial does business.

Why May We Need To Process Personal Data?

We process personal data in the context of specific activities, such as personnel hiring and management and legitimate purposes, some of which are listed below.

- *Personal data of healthcare professionals:* to enable us to identify and contact individuals to ascertain their interest in participating in clinical trials in accordance with their experience, specialty, availability, and other factors.
- *Personal data of job applicants:* to enable screening, selection, and hiring of candidates and communication with them.
- *Personal data of potential customers:* to enable prompt responses to requests for information.

- *Information related to the navigation through this website of our website visitors:* to ensure convenient interaction with the website and improve the experience of the visitors.

How Do We Collect and Use Your Personal Data?

Categories of personal data collected for one of the purposes described in the previous section include contact details, company information and job application information. For example, your name, address, phone number, e-mail address, company name, position.

Sensitive personal data is defined under local data protection law and may include information relating to a data subject's racial or ethnic origin, nationality, political opinion, religious and philosophical beliefs, membership of a trade union, physical or mental health conditions, biometric or genetic data, and sexual life. We generally does not collect sensitive personal data. In cases the collection of sensitive data is required by law, for example in the context of employment, we will obtain such information directly from individuals with notification appropriately given.

HungaroTrial collects personal information from you directly. In the context of personnel hiring or engagement of healthcare professionals, we may also need to refer to some publicly available or legitimate non-profit and commercial databases offered by professional networks and communities. We may also receive some personal information of healthcare professionals from our previous relationship with the sponsors of clinical studies and medical institution where the healthcare professional works, websites of such medical institutions, scientific publications and academic conferences.

Via this website, we may collect personal data for the purposes of job applications, or responding to an individual's requests.

All individuals, who may wish to request HungaroTrial to provide them with specific information, will need to complete a contact form. An individual's personal information captured on this form will include his/her name, company name, phone number and e-mail address.

Individuals, who wish to apply for a vacancy within HungaroTrial announced at this website, will be forwarded to the Managing Director and Human Resource Manager. Prior to sharing their personal data, job applicants are proposed to read the Data Protection Policy, which notifies the applicants about how HungaroTrial will process their information.

What data do we collect?

In connection with your request to us to provide you with specific information or when you apply for a vacancy we must collect, hold and use personal information about you including your:

- Title (All)
- Full Name (All)
- Job title
- Company name
- Address (All)
- Telephone and/or mobile number (All)

- E-mail address (All)
- Curriculum Vitae

With Whom Do We Share Your Personal Data?

Under some circumstances, we may be required to release personal information to law enforcement agencies or judicial authorities.

HungaroTrial will not trade or sell any of your personal information. Unless permitted or required by law, we will not share or transfer personal information of the individuals for use by any business outside HungaroTrial without making the individual aware of the intended data sharing and/or upon his/her explicit consent.

Your personal information may be held, processed and transferred by HungaroTrial for the following purposes:

- To respond to your requests
- To notify you of our new services
- For our own administrative and quality assurance purposes
- For other purposes that may be detailed on the website
- For the employee selection process

Can Third Parties and Linked Third Parties' Websites Access Your Personal Data?

This website uses interfaces with social media platforms such as Facebook, Twitter, and others. If you have an account on these social media sites, these sites may make a connection between your visit and your personal information. Before you choose to “like” or share your information through these services we recommend that you review their privacy policies.

HungaroTrial does not knowingly allow any third party to collect personal information about your online activities over time and across different websites when you use our website.

How Do We Protect Personal Data?

We will take appropriate legal, organizational, and technical measures to protect your personal information consistent with applicable privacy and data security laws. When we use a third-party service provider, that provider will be carefully selected and required to use appropriate measures to protect the confidentiality and security of personal information.

We use a variety of security technologies and procedures to help protect your personal data from unauthorized access, use or disclosure.

While we cannot guarantee that loss, misuse or alteration to data will not occur, once we have received your information, we will employ appropriate technical security measures to prevent such unfortunate occurrences.

Your Rights Regarding Control of Your Personal Data

You have the right to request access to your personal information, and correction and erasure of your personal information. You can request a digital copy of the data that you provided to us. You also have the right to object to any use of your personal information that is described in this Policy.

How Do You Know If We Update This Policy?

We reserve the right to modify or amend this Policy. For instance, we may need to change this Policy as new privacy legislation is introduced or as existing regulations are amended. Changes to this Policy will be posted on the HungaroTrial website. Please check back periodically for updates to this Policy.

Contact us

If you wish to access, correct, update, request removal of or exercise your rights in relation to any of your information you provided to us or if you have any questions regarding this statement or would like more information on our privacy practices, please contact us at:

Email: info@hungarotrial.com

Address: Fehervari út 89-95. Budapest, 1119 Hungary



09/NOV/2018