

Personal Data Management - General

INFORMATION ON THE MANAGEMENT OF PERSONAL DATA RECORDED ON OR THROUGHOUT CHEMAXON WEBSITES AND WEBSHOP

Dear Partner,

ChemAxon informs you on the management of personal data recorded on ChemAxon Websites (visit our [Privacy Policy](#) for definition).

ChemAxon (ChemAxon Kft. having registered office at: 1031 Budapest, Záhony utca 7., VAT no: 12333369-2-41; company number: 01-09-669163) processes your data in accordance with the present data management document.

Data controller and data protection officer

The data controller is ChemAxon.

ChemAxon have not appointed a data protection officer since the company does not conduct data management practices that would otherwise make such appointment necessary.

The legal basis and purpose of data management

ChemAxon Websites (including ChemAxon Pass)

The legal basis of the data management is your voluntary statement on the basis of your consent. The purpose of the data management is to manage your matters, interests, issues and inquires or to have your opinion, as our partner, about ChemAxon products and services and to make it possible that, the visitors of ChemAxon Websites will be able to read this opinion.

Webshop

The primary legal basis of the data management is the processing of personal data necessary for contractual performance. The data management is also required to comply with statutory regulations.

Should you not provide your personal data, we will not be able to satisfy your order placed via our webshop.

The purpose of data management is to identify and distinguish users, get in touch with them, provide tailor made experience, grant access to the use of certain services, prepare statistics, manage orders and purchases, perform contractual obligations from purchases, exercise rights and perform accounting obligations.

The scope and term of managed data

ChemAxon Websites (including ChemAxon Pass)

The processed personal data are your name, email address, phone number (optional) and position as well as the name of your company and country.

The term of the data management is the period of customer relationship between the data controller and the concerned party, or until you revoke your consent. You may revoke your consent at any time at the contact details stipulated below with the document found here. Please be informed that, the deletion does not consider the legitimacy of the data management for the period before the deletion.

The legal basis of subscription is your voluntary statement on the basis of your consent. The purpose of data management is to have your opinion, as our partner, on ChemAxon products and services and to make it possible that, our website visitors will be able to read this opinion.

Webshop

The processed personal data during registration are the name, email address, telephone number, company name and position.

The term of the data management is the period of customer relationship between the data controller and the concerned party, or until you revoke your consent. Should you revoke your consent after the purchase, we will manage your data in accordance with the prevailing taxation law.

The data management starts with the registration. Should we not conclude the contract or should the contract terminate, any data you provided voluntarily will be deleted immediately. Please be informed that, the deletion does not consider the legitimacy of the data management for the period before the deletion.

Addressees of personal data

ChemAxon Websites (including ChemAxon Pass)

Only the employees of ChemAxon has access to the provided data and only for the purposes of attending their tasks and to the reasonable extent. The data of data processor:

Servers:

- Name: Rackforest Kft.
- Seat: 1116 Budapest, Sáfrány utca 6.
- VAT No.: 14671858-2-43

Webshop

Only the employees of ChemAxon has access to the provided data and only for the purposes of attending their tasks and to the reasonable extent.

In accordance with statutory regulations (online accounting data must be submitted for invoices with VAT over 100,000 HUF) and requests from authorities we may disclose personal data to authorities.

In order to comply with statutory regulations we may disclose personal data to third parties for accounting and payroll calculations, however we do not disclose personal data to any other third parties. The following related parties has access to your data concerning their everyday business operation:

- ChemAxon LLC (Cambridge Innovation Center, One Broadway, Cambridge, MA 02142, USA)
- ChemAxon s.r.o. (Praha 2 - Nové Mesto, Karlovo náměstí 290/16, PSC 120 00)

We do not make automated decisions on our website, and we do not collect your personal data from third parties. Google Analytics and Hotjar software are used on ChemAxon Websites, however only statistical data of generic characteristics are processed, individual identification is not possible.

Internal reports and statistics for targeted communication (sales / marketing) may be prepared by human intervention with regards to orders placed on ChemAxon Websites.

Parameters of our data processors:

Server:

- Name: Rackforest Kft.
- Seat: 1116 Budapest, Sáfrány utca 6.
- VAT No.: 14671858-2-43

Payroll:

- Name: Conto Kft.
- Seat: 2700 Cegléd, Teleki utca 38.
- VAT No.: 10888382-2-13

Management system:

- Name: Salesforce.com, Inc.
- Seat: The Landmark @ One Market St., Suite 300, San Francisco, California 94105

Online payment system:

- Name: Stripe Inc.
- Seat: 185 Berry St #550, San Francisco, CA 94107

Your rights

1. **You may ask for information** from ChemAxon regarding the managed data at any time, considering your personal data, the purpose, the legal basis, the term of data management, the identity of recipients and the purpose of disclosure.
2. You may ask ChemAxon at any time **to correct or complete your personal data**.
3. You may ask us at any time **to hand over the available personal data managed** in electronic form to you or to another data controller.
4. You may ask ChemAxon at any time **to restrict the data management**. In case of restriction, apart from keeping record, ChemAxon shall manage the personal data only with your consent or for the purpose of submitting, enforcing or defending legal claims, or protecting the rights of another individual. You may ask for the restriction of the management of personal data if
 - You dispute the correctness of personal data;
 - the data management is illegal, you oppose the deletion of personal data; or
 - ChemAxon does not need personal data for data management purposes, however you request the restriction of personal data for submitting, enforcing or defending legal claims.

ChemAxon informs you of the termination of restriction of data management beforehand.

5. You may ask ChemAxon at any time **to delete your personal data**. ChemAxon deletes your personal data if
 - ChemAxon does not require the personal data for the purpose it was collected or managed for;
 - your personal data was managed unlawfully; or
 - ChemAxon must delete the personal data for complying with its legal obligation.

ChemAxon investigates all requests in relation to data management within a maximum of 30 days after the submission, concludes a decision on their validity and informs the requester on the decision in writing.

Complaint management

Should you believe that ChemAxon does not manage your personal data in accordance with the provided information, or you have not been able to exercise your rights completely, please contact us via any of the contact details as follows:

- personally at our registered office: 1031 Budapest, Záhony utca 7. (GraphiSoft Park, Building Hx. top floor)
- via e-mail: [compliance \[at\] chemaxon.com](mailto:compliance@chemaxon.com) (please indicate data controlling in the subject of the letter)
- via phone: +36 70 399 8895

1. In the event of breaching any of your rights in relation to personal data you may submit your complaint to the authorities via these contact details:

- Authority: Budapest-Capital Regional Court
- Head office: 1055 Budapest, Markó u. 27.
- Phone: +36 1 354 6000
- Web: <https://fovarositorvenyszek.birosag.hu/english>
- Customer Service: 1055 Budapest, Markó u. 27.
- Phone: +36 1 475 3300 / „Call center”
- Web: <http://ugyfelcentrum.fovarositorvenyszek.birosag.hu/>

- Authority: National Authority for Data Protection and Freedom of Information
- Mailing Address: 1530 Budapest, Pf.: 5.
- Head office: 1125 Budapest, Szilágyi Erzsébet fasor 22/c
- Phone: +36 1 391-1400
- Fax: +36 1 391-1410
- E-mail address: [ugyfelszolgalat \[at\] naih.hu](mailto:ugyfelszolgalat@naih.hu)

2. In case of infringement in the management of your personal data please consult a legal advisor.