**REGULATIONS of SONTEN Kft. (1037 Budapest, Montevideo u. 5.)**

**liquidation organization**

**LENDERS AT THE CREDITORS 'ELECTIONS MEETING, CREDITORS**

**ON ELECTRONIC COMMUNICATIONS AT A MEETING**

Act XLIX of 1991 on Bankruptcy and Liquidation Proceedings. Act (“ **Bankruptcy** Act ”) 39 / A. § the winding - up body shall ensure, by complying with the following conditions, that:

creditor or his proxy at the creditors' meeting in electronic form instead of in person using a means of communication (" **electronic contact** ").

1. **Conditions**
2. **Notification and Declaration**

SONTEN Kft., As a liquidation organization (“ **Sonten** ”), designates in the invitation of the creditors' meeting

- available between those present at different locations, at the same time, in real time

electronic means for the simultaneous transmission of images and sound

communication device or other electronic device;

- the e-mail address to which the creditor or proxy may send the electronic

a statement of contact; and

- a person attending the meeting by electronic means how to prove his identity.

The condition for electronic communication at a creditors' meeting is that the creditor in writing a by sending a statement to the e-mail address in the invitation (the “ **Statement** ”) no later than until the fifth day before the creditors 'meeting if the creditors' meeting is an electronic means of communication participates by using. The creditor is obliged to indicate in the Declaration the username by which you enter the electronic interface of the creditors' meeting and the e-mail address and a telephone number to which, in connection with the creditors' meeting and electronic contact, the securely available until the end of the creditors ’meeting. The creditor shall at the same time send the Statement of the following personal information with which the creditors' meeting prior to the will identify yourself by reading them: (i) surname and first name (ii) date of birth place and time (iii) mother's birth name (iv) type and number of identity document. The lender shall also declare that Annex III to these Regulations. for the data management referred to in expressly agrees.

If the creditor is authorized to participate in electronic contact with the creditor at the meeting, shall indicate in the Declaration in an identifiable manner the person authorized by him attach a power of attorney contained in a private document of full probative value electronic copy. At the same time, the proxy must - the lender in advance - by making the Declaration at the latest before the creditors' meeting for the fifth day to Sonten that on behalf of the creditor he attends the creditors meeting electronically through contact. The proxy must indicate in the Declaration the username that by which you enter the electronic interface of the creditors' meeting and the e-mail address and telephone number, in which the creditors 'meeting in connection with the creditors' meeting and electronic communication securely available until the end. The proxy will send the Declaration to the following person data which, prior to the creditors ’meeting, will identify himself / herself: (i) surname and first name (ii) place and date of birth (iii) mother's birth name (iv) type and number of identity document. The trustee must also declare that a III of these Regulations. expressly consents to the processing of data referred to in Consent to data management at any time by written notice to Sonten revocable. Withdrawal of consent shall not affect prior withdrawal under the consent the lawfulness of the data processing carried out. Costs incurred by the debtor in connection with the use of the electronic means of communication a are not transferred to the creditor, they are accounted for as liquidation costs. The authenticity of electronic documents, in the case of an electronic signature, is certified or enhanced security electronic signature and time stamp based on a qualified certificate (certification by AVDH, eIdentity, lawyer or notary).

1. **IT Terms**

• Internet connection, bandwidth requirement 5 Mbit / sec

• A computer device capable of transmitting images and sound, with at least HD resolution

webcam and corresponding microphone

• Requires download of ZOOM (zoom.us) application, registration

1. **Sonten's procedure for electronic communication**
2. **Contact**

Sonten will provide the creditors' meeting with electronic contact (link) no later than 15 minutes from the creditors before the start of the meeting by e-mail to the participant by electronic means to the creditor or his representative to the e-mail address indicated in the Declaration. Video and audio recording of the remote identification and the entire duration of the creditors' meeting will be recorded.

1. **Remote identification**

Remote identification prior to the creditors' meeting, via a separate interface ("meeting")

happens. The person involved in conducting the creditors' meeting will be contacted eparately

(calls via electronic means) creditors who choose to stay in touch electronically or their proxies through the username provided in the Declaration. Remote identification is a other creditors, resp. proxy cannot hear.

The creditor or his representative shall declare at the beginning of the remote identification that:

- agrees that he or she is the person involved in the conduct of the creditors' meeting by electronic means

identify by means of a communication device via the screen;

- agrees that Sonten was prepared for remote identification and the creditors' meeting

record video with video and audio;

- noted that other creditors or their proxies were also present at the creditors' meeting

taken in person;

- Sonten „SONTEN Kft. (1037 Budapest, Montevideo u. 5.) liquidation organization

RULES FOR CREDITORS, CREDITORS 'ELECTIONS MEETING, LENDERS IN A MEETING IT HAPPENS ELECTRONIC "THE RELATIONSHIP" has read its terms and conditions accept.

As part of the remote identification, the creditor or his agent must present to the webcam a

both sides of a photographed personal document suitable for verifying your identity so that the document is clearly visible and the data content is legible, resp. must read the I.1. personal data listed in point 1, which you have sent in advance in the Declaration. The document (type and number) used for remote identification must be the same as the type and number of which are indicated by the creditor or his agent in the form indicated in the invitation. sent to an email address prior to the creditors ’meeting. Remote authentication is only successful if a

during remote identification, all relevant data of the document can be read, which is under remote identification the person carrying out the remote identification shall obtain a good quality image of the person with adequate sharpness and brightness, and remote identification is recorded for subsequent verification. Sonten's recording of remote identification after supplying a qualified or qualified certificate-based advanced security electronic signature and time stamp and shall retain the text of Annex III. For the period set out in point 5.

1. **The creditors' meeting**

Once the remote identification has been completed, the creditor or his representative may enter the creditors' meeting electronic interface (“meeting”) via the link sent. The creditors' meeting the person involved in the conduct of the creditors' meeting at the beginning of the check that the meeting only creditors or proxies identified in advance by remote identification

present. An attendance form shall be prepared for the creditors' meeting, marked separately in person and separately creditors or their agents registered by electronic means. A Sonten

the recording of the creditors 'meeting shall be carried out by the qualified or qualified person after the creditors' meeting with a security-enhanced electronic signature and timestamp based on a certificate and III. For the period set out in point 5.

1. **Data protection**

Ensuring participation in the creditors' meeting by electronic means as a result, Sonten, as the data controller, acquires and manages the electronic communications device creditors participating through their proxies (“ **Affected** ” or “ **Affected** ”) are personal data. Sonten has carried out this data management activity under the auspices of the European Parliament and the Council (EU). 2016/679 (“ **GDPR** ”) and on the right to information self- determination and the CXII of 2011 on freedom of information. Act (“ **Infotv.** ”) and accordingly performs.

1. **Name and contact details of the data controller:**

**On behalf of SONTEN Kft., He is the liquidator of the given case**

address: 1037 Budapest, Montevideo u. 5.

tel .: 06 1 312-5801

website: [http://www.sonten.hu](https://translate.google.com/translate?hl=hu&prev=_t&sl=hu&tl=en&u=http://www.sonten.hu/)

1. **Purpose of data management:**

The Bankruptcy Act. Fulfillment of the obligation set forth in § 39 / A, ie the electronic communication device to ensure the participation of the Stakeholders in the creditors' meeting and for this purpose required remote identification and attendance record keeping. The data controller shall provide the data subjects' surnames and forenames, place and date of birth, mother's birth name, the type and number of your identity document for the purpose of remote identification. The data controller handles the video recording of the Stakeholders with images and sound for the purpose of to be recalled at the remote identification and creditors ’meeting if necessary during or after the general limitation period inside or to prove, if necessary, that the creditor participated in person or electronically at the creditors' meeting.

The data controller is the username and e-mail of the Data Subject registered on the electronic communication device address and telephone number for the purpose of being insured during the winding-up proceedings or thereafter, within the general limitation period, continuous contact with the Data Subject. The data controller handles a copy of the power of attorney given by the creditor for the purpose that it is necessary during or after the winding-up proceedings during the general limitation period it can be proved that the creditor participated electronically through his agent a creditors' meeting.

1. **Legal basis for data processing:**

Article 6 (1) of the GDPR c) and Infotv. Section 5 (1) b) of the Bankruptcy Act.39 / A. §, participation in the creditors' meeting by electronic means absolutely necessary for the fulfillment of its obligation to provide if electronic contact is chosen, in the Declaration specifically for this data management contributes.

1. **Personal data managed by the controller:**

The affected

- username registered on an electronic means of communication,

- His e-mail address,

- telephone number,

- surname and first name,

- place and date of birth,

- mother's birth name,

- type and number of identity document,

- video recording of his image and sound recording,

- a copy of the power of attorney issued by the creditor.

1. **Duration of data management:**

The data controller shall notify the Data Subject III.4. personal data contained in point - in accordance with data management for a period of 5 years following the final completion of the relevant winding-up proceedings then delete them.

1. **Use of a data processor:**

The data controller does not use a data processor during data processing.

1. **Scope of persons entitled to access the personal data of the Data Subject:**

In the course of data processing, the personal data of the data subjects are those of Sonten's employees and agents get to know who contributes to remote identification, resp. in the conduct of the creditors' meeting.

1. **Data security measures:**

The data controller shall ensure an adequate level of security of the personal data processed and the data subjects the following risks to data processing take appropriate technical and organizational measures: Internet protection is multi-level firewall. Firewalls and locally installed firewalls and antivirus can be found. There is a unique virus scan in the central document repository. The guest wifi is protected by a firewall but cannot access the intranet.

1. **Rights and Remedies of Stakeholders:**

The Data Subject is covered by the Infotv. and the GDPR have the following rights:

• **the right to prior information** , on the basis of which you have the right to data processing

be informed of the relevant facts before the start of data processing;

• **the right of access** , based on the request for personal data and the processing of them

provide relevant information to the controller;

• **the right to rectification** , based on the request of the data controller for personal data

correct or supplement;

• **the right to restrict data processing** , based on the request of your personal data

its management is limited by the data controller;

• **the right to delete** , on the basis of which the data controller can delete his personal data at his request;

• **the right to data portability** , on the basis of which you are entitled to your personal data

receive it in a readable format and forward it to another data controller without doing so

the controller would obstruct;

• **the right to protest,** under which you have the right to protest in person at any time

against the processing of personal data if the processing is solely in the public interest

the legitimate interests of the controller or of a third party, or for direct business acquisition.

In the event of a possible violation of these rights of the Data Subject, he / she may file a complaint with the data controller in accordance with Annex III. 1. contact details set out in point. If the data controller does not comply with the provisions of the complaint, or if the data subject's infringement continues may also be initiated by the National Data Protection Authority in order to enforce the rights of the Data Subject and the Freedom of Information Authority (“ **Authority** ”) investigation by the controller in order to examine the legality of the may request that the Authority 's data protection authority procedure be conduct.

Contact details of the Authority:

**National Data Protection and Freedom of Information Authority**

address: 1055 Budapest, Falk Miksa u. 9-11.

e-mail: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu)

tel .: (06 1) 391 1400

website: [https://www.naih.hu/](https://translate.google.com/translate?hl=hu&prev=_t&sl=hu&tl=en&u=https://www.naih.hu/)

The Data Subject may also apply to a court against the data controller if, in his or her opinion, the data controller a personal data are regulated by law for the processing of personal data

treats in violation. The lawsuit is, at the choice of the Data Subject, the place of residence or stay before a court having jurisdiction in accordance with