## **General provisions**

RDP.RU LLC (hereinafter referred to as "RDP.RU", "we", "us" or "our") is committed to protecting the confidentiality of customers' personal data (hereinafter referred to as "Personal Data", "Personal Information", "Personal data") who can be identified in any way and who visit the websitehttps://www.rdp.ru (hereinafter referred to as the "Site") and use its services (hereinafter referred to as the "Services"). Amendments to this Privacy Policy will be posted on the Site and/or Services and will be effective immediately upon posting. Your continued use of the Services following the posting of any changes to the Privacy Policy constitutes your acceptance of those changes.

## Receipt and processing of personal data

This Privacy Policy governs the relationship between RDP.RU and an individual or legal entity (hereinafter referred to as "You", "Your") in the provision and processing of Personal Data.

RDP.RU processes your personal data on the terms that are the subject of this Privacy Policy.

The Privacy Policy comes into force from the moment you confirm your acceptance of the "Terms of Cooperation", in particular when you check the box "I agree to the terms of service" during registration on the Site and / or when sending the registration web form from the Site.

RDP.RU reserves the right to change this Privacy Policy at any time without any special notice. If you continue to use the services of RDP.RU after the publication of changes to the Privacy Policy, it is considered that you thereby accept the changes to the terms of the Privacy Policy.

By registering on the RDP.RU service and checking the item "I agree with the terms of service", you confirm that you have made a decision to provide your personal data and consent to their processing by your will and in your interest, except as provided for in part 2 of article 9 Federal Law of July 27, 2006 E 152-FZ "On Personal Data".

You are responsible for providing personal data of another person.

Personal data entered by you when using the RDP.RU service is used to:

- making a trade transaction and/or providing a service;
- to provide you with access to the Site, Services and to improve the quality of the Site and Services;
- providing information to you so that you can use the Site and Services more efficiently;
- create, manage and control your Account and to verify access rights to services and software;
- payment for the use of your Account, Services and services of RDP.RU;
- communicate with you to inform you about changes or additions to the Services, or the availability
  of any services we provide;
- service level assessments, traffic monitoring, and a measure of the popularity of various service options;
- carrying out our marketing activities;
- compliance with this Privacy Policy;
- filing a claim and responding to submitted claims;
- protection of the rights and legitimate interests of you, us, our users and third parties, in accordance with the current legislation of the Russian Federation.

RDP.RU undertakes not to transfer your personal data to third parties.

RDP.RU reserves the right, in cases provided for by law, to transfer personal data to the relevant services if this is done to protect the health, life or freedom of another person.

RDP.RU has the right to use the user's personal data for electronic mailing of news and special offers, execution and execution of a trade transaction and provision of services.

Acceptance of the Privacy Policy is carried out by putting down the appropriate mark "I agree with the terms of service" when registering on the Site and is your consent to the processing of personal data.

You agree that RDP.RU has the right to store and process, including automated, any information related to your personal data in accordance with the Federal Law of July 27, 2006 E 152-FZ "On Personal Data", including collection, systematization, accumulation, storage, clarification, use, distribution (including transfer), depersonalization, blocking, destruction of personal data provided by you.

The processing of your personal data is carried out through mixed processing of personal data without transmission and with transmission over the internal network of RDP.RU, with and without transmission over the Internet.

RDP.RU undertakes to ensure confidentiality and security in the processing of your personal data.

If you withdraw your consent to the processing of personal data, RDP.RU deletes your personal data and does not use them in the future.

In the cases provided for by the Federal Law of July 27, 2006 E 152-FZ "On Personal Data", the processing of personal data is carried out only with the consent in writing of the subject of personal data. The written consent of the subject of personal data to the processing of their personal data must include:

surname, name, patronymic, address of the subject of personal data, number of the main document proving his identity, information about the date of issue of the specified document and the body that issued it;

name (surname, name, patronymic) and address of the operator receiving the consent of the subject of personal data;

purpose of personal data processing;

a list of personal data for the processing of which the consent of the subject of personal data is given;

a list of actions with personal data to which consent is given, a general description of the methods used by the operator to process personal data;

the period during which the consent is valid, as well as the procedure for its withdrawal.

For the processing of personal data contained in the consent in writing of the subject to the processing of his personal data, additional consent is not required.

In case of incapacity of the subject of personal data, consent to the processing of his personal data is given in writing by the legal representative of the subject of personal data.

In the event of the death of the subject of personal data, consent to the processing of his personal data is given in writing by the heirs of the subject of personal data, if such consent was not given by the subject of personal data during his lifetime.

### Consent to collection and use of information

When you join us as a user of our Services, we ask for personal information that will be used to activate your Account, provide you with the Services, communicate with you about the status of your Account, and for other purposes set out in this Privacy Policy . Your name, company name, address, phone number, email address, credit card information, and certain other information about you may be required by us to initially provide you with access to the Services, or must be provided when you use the Services. You will also be asked to create a personal password that will become part of your Account.

By providing personal information to us, you voluntarily consent to the collection, use and disclosure of such personal information. Without limiting the foregoing, we may update your consent from time to time in the course of collecting, using or disclosing your personal information in specific

circumstances. Sometimes your consent will be implied through your interaction with us if the purpose of collecting, using or disclosing information is obvious and you voluntarily provide this information.

From time to time we may notify you about our products, services, news and events. You have the option not to receive this information. We provide the option to opt-out of all such email communications, or suspend notifications for the purposes described above, if you contact us and confirm that you do not want to share this information with you. The only kind of these communications that you cannot opt out of are mandatory announcements regarding the Services, including information related to your Account, planned suspensions and deactivations of the Services. We will try to keep such alerts to a minimum for you.

## Age of majority

We do not knowingly provide the Services and will not knowingly collect personal information from anyone under the age of majority.

## Rights to your information

You have the right to access and edit your information at any time through the web interface provided as part of the Services.

### Information disclosure

We will disclose your information to third parties only in accordance with your instructions or as necessary in order to provide you with a certain service, or for other reasons in accordance with the current legislation of the Russian Federation. We do not sell, sell, distribute or disclose your personal information without first obtaining your permission to do so, except as required by the laws of the Russian Federation.

# Aggregate (depersonalized) data

We may also use your personal information to obtain Aggregate Data for internal use and to share with others on a selective basis. The term "Aggregated Data" means data that has been stripped of unique information (without the use of additional information it is impossible to determine the ownership of such information) to potentially identify customers, landing pages or end users, and that has been modified or combined to provide aggregated, anonymous information. Your identity and personal information will be kept anonymous in the Aggregate Data.

## Links

The Site may contain links to other sites and we are not responsible for the privacy practices or the content of those sites. We encourage you to read the privacy policy of the linked sites. Their privacy policies and practices differ from our Privacy Policies and Practices.

## **Cookies and logging**

We use "cookies" (cookies) and "logs" (log files) to track information about users. Cookies are small pieces of data that are transmitted by a web server through your web browser and stored on your computer's hard drive. We use cookies to keep track of page variations that a visitor has seen, to count clicks made by a visitor on a particular page variation, to monitor traffic, and to measure the popularity of service settings. We will use this information to provide you with relevant data and services. This information also allows us to make sure that visitors see the landing page they expect to see if they return via the same URL, and it allows us to tell how many people click on your landing pages.

## **Safety**

We will strive to prevent unauthorized access to your personal information, however, no data transmission over the Internet, mobile device or wireless device can be guaranteed to be 100% secure. We will continue to strengthen the security system as new technologies and methods become available.

We strongly recommend that you do not disclose your password to anyone. If you have forgotten your password, we will ask you to verify your identity and send you an email containing a link that will allow you to reset your password and set a new one.

Please remember that you are in control of the data you provide to us when you use the Services. Ultimately, you are responsible for maintaining the confidentiality of your identity, passwords and/or any other personal information in your possession while using the Services. Always be careful and responsible with regard to your personal information. We are not responsible for, and cannot control, the use by others of any information you provide to them, and you should exercise care in choosing the personal information you provide to third parties through the Services. Similarly, we are not responsible for the content of personal information or other information that you receive from other users through the Services, and by using the Service and the Site, you release us from any liability in connection with the content of any personal information or other information that you may obtain by using the Services. We cannot guarantee and we accept no responsibility for the verification, accuracy of personal information or other information provided by third parties. By using the Service and the Site, you release us from any liability in connection with the use of such personal information or other information about others.

### **Contact Us**

If you have questions or suggestions regarding the Privacy Policy, please write to us at:sales@rdp.ru