

## PRIVACY POLICY

### 1. GENERAL DEFINITIONS

**Website** – [www.mabius.ru](http://www.mabius.ru).

**Website Management** - Entrenier Limited Liability Company (OGRN: 1167746833836, address: 2 B. Polyanka St., bld. 2, room I, office 1, 119180, Moscow)

**User** - an individual or a legal entity that provides personal data to the Website Management by means of filing a Request published on the Website, registration on the Website, filling in the Feedback Form, and subscription to the news of the Website.

### 2. GENERAL PROVISIONS

2.1. This Privacy Policy is an official standard public document of the Website Management and determines the procedure for processing and protection of personal data of individuals and legal entities using the services of the Website and providing their personal data to the Management.

2.2. The purpose of this Privacy Policy is to provide proper protection of User information including personal data from unauthorized access and disclosure.

2.3. Relations connected with the collection, storage, distribution, and protection of user information are regulated by this Privacy Policy and the legislation of the Russian Federation in force.

2.4. The current edition of this Privacy Policy is a public document, has been developed by the Website Management, and is available to any Internet User by clicking the hypertext link "Privacy Policy".

2.5. The Website Management has the right to amend this Privacy Policy.

2.6. When making amendments to the Privacy Policy, the Website Management shall inform the User about it by means of publishing a new version of the Privacy Policy on [www.mabius.ru](http://www.mabius.ru).

2.7. By filing a Request in the course of registration on the Website and the Feedback Form, as well as by subscribing to the news of the Website, the User expresses his or her consent with the terms of this Privacy Policy.

2.8. The Website Management does not verify the authenticity of received (collected) User information.

### 3. TERMS AND PURPOSES OF THE USERS' PERSONAL DATA COLLECTION AND PROCESSING

3.1. The User provides the Website Management with his or her own personal data (such as full name, e-mail, phone number, links to accounts in social networks, etc.) at its own consent.

3.2. The provision of personal data by the User to the Website Management by means of filing a Request published on the Website, registration on the Website, or subscription to its news is considered the User's consent for the transfer and processing of his or her personal data.

3.3. The Website Management processes User information including the User's personal data (such as full name, e-mail, phone number, links to accounts in social networks, etc.) and additional data provided by the User voluntarily (such as organization, city, position, etc.) in order to fulfill its obligations to the User of the Website.

3.4. Personal data is processed under the following principles:

- a) legality of the means and methods of personal data processing and due care;
- b) compliance of the purposes of personal data processing with the purposes set out and announced at the time of personal data collection;
- c) compliance of the scope and nature of processed personal data with processing means and purposes;
- d) no merger of databases with personal data created for different purposes.

3.5. The Website Management processes the User's personal data upon his or her consent for the following purposes:

3.5.1. to identify the User for communication and possible further collaboration and servicing;

3.5.2. to keep in contact with the User, including sending notifications, requests, and information associated with the use of the Services, and to process requests and information from the User;

3.5.3. to improve the quality of the Website services and their convenience;

3.5.4. to target newsletters and information;

3.5.5. to conduct statistical and other studies based on anonymized data.

#### 4. PERSONAL DATA STORAGE AND USE

4.1. The User's personal data is stored only on electronic media and is used strictly in accordance with the purpose specified in para. 3 of this Privacy Policy.

4.2. The confidentiality of the User's personal data is maintained unless he or she voluntarily makes his/her personal information publicly available.

#### 5. PERSONAL DATA TRANSFER

5.1. The User's personal data is not transferred to any third parties except:

5.1.1. when the User has expressly agreed to such actions;

5.1.2. when the transfer is necessary for the User to use a certain Service or to be serviced;

5.1.3. when the User's personal data is provided upon request of state authorities or local self-management bodies in accordance with the legislation of the Russian Federation.

#### 6. TERMS OF STORAGE AND DESTRUCTION OF PERSONAL DATA

6.1. The User's personal data is stored on an electronic media for an indefinite period of time.

6.2. The User's personal data is destroyed at the request of the User or at the initiative of the Website Manager at his or her sole discretion by removing the information published by the User by the Website Management.

#### 7. RIGHTS AND OBLIGATIONS OF THE USERS

The Users are entitled to receive information about the processing of their personal data from the Website Management after a request.

#### 8. USER INFORMATION PROTECTION MEASURES

The Website Manager takes technical, organizational, and legal measures to protect the User's personal data from misuse or accidental access, destruction, modification, blocking, copying, distribution, and other illegal actions with it.

#### 9. USERS' REQUESTS

9.1. The User is entitled to file requests with the Website Management, including those associated with the use or deletion of his or her personal data as provided by para. 3 of this Privacy Policy by sending such requests in writing to the address of the Website Management.

9.2. A request sent by the User should contain the following information:

**for an individual:**

- full name and e-mail address;
- text of the request (in free form);
- signature of the User or his or her representative.

**for a legal entity:**

- a request in free form on a corporate letterhead;
- signature of an authorized person with credentials enclosed;
- e-mail address.

9.3. The Website Management undertakes to consider the User's request and to respond to it within 30 days from the moment of its receipt.

9.4. All correspondence received by the Management from the User (requests in written or electronic form) is considered restricted information and cannot be disclosed without the User's written consent. Personal data and other information about the User sending a request cannot be used for the purposes other than responding to a request or in other cases expressly provided for by the legislation without the User's consent.

## 10. FINAL PROVISIONS

Other rights and obligations of the Website Management related to the User's personal data are determined by the legislation of the Russian Federation on personal data.