

POLICY

regarding the processing

personal data

12.12.2023 Minsk

1. General provisions

1.1. The «BLITZ VECTOR» Limited Liability Company (hereinafter referred to as the Operator) pays special attention to the protection of personal data during their processing and respects the observance of the rights of personal data subjects.

1.2. The Policy explains to personal data subjects how and for what purposes their personal data is collected, used or otherwise processed, and also reflects the rights of personal data subjects and the mechanism of their implementation.

1.3. The Policy defines the procedure for processing and protecting information about personal data subjects using the Operator's website <https://blitzvector.com> (hereinafter referred to as the Website).

The Policy does not apply to the processing of personal data in the course of work and in the implementation of administrative procedures (in relation to employees and former employees).

1.4. The Policy is publicly available and posted on the Internet on the Operator's website at:

<https://blitzvector.com>

1.5. Postal address of the Operator: Minsk, Kulman str., house 21B, room 106A

Email address: vectorblitz@yandex.ru .

2. Terms used in the policy

2.1. Personal data processing - any action or set of actions performed with personal data, including collection, systematization, storage, modification, use, depersonalization, blocking, dissemination, provision, deletion of personal data

2.2. Publicly available personal data - personal data disseminated by the personal data subject himself or with his consent or disseminated in accordance with the requirements of legislative acts.

2.3. Personal data - any information related to an identified individual or an individual who can be identified.

2.4. Provision of personal data - actions aimed at familiarizing with the personal data of a certain person or group of persons.

2.5. Dissemination of personal data - actions aimed at familiarization with the personal data of an indefinite circle of persons.

2.6. The subject of personal data is an individual who uses the Operator's Website and in respect of whom personal data is processed (hereinafter referred to as the User).

2.7. Deletion of personal data - actions as a result of which it becomes impossible to restore personal data in information resources (systems) containing personal data, and (or) as a result of which the material carriers of personal data are destroyed.

3. Objectives, categories of personal data subjects whose data are being processed, list of processed personal data

The Operator processes Users' personal data for the purposes, scope, and on legal grounds in the following order.

Purposes of personal data processing	Categories of subjects whose personal data is being processed	List of processed personal data	Legal grounds for personal data processing	Personal data retention period
Responses to User requests	Users	First name, last name, email address	The consent that the User provides when contacting the Operator	1 year
Ensuring the efficiency and security of the Site	Users	First name, last name, email address	The consent that the User provides when contacting the Operator	1 year

4. Terms of personal data processing

4.1. The Operator takes the necessary organizational and technical measures to protect Users' personal information from unauthorized or accidental access, destruction, modification, blocking, copying, distribution, as well as other illegal actions of third parties.

4.2. The Operator processes personal data in the following ways: automated processing of personal data, non-automated personal data processing system, mixed processing of personal data.

4.3. The processing of personal data is carried out with the consent of the User, unless otherwise provided by the legislation of the Republic of Belarus in the field of personal data.

4.4. The User's consent is a free, unambiguous, informed expression of his will, through which he authorizes the processing of his personal data.

4.5. The User expresses his consent to the processing of personal data using the Operator's Website, providing his data in web forms and clicking the "Submit" button.

4.6. Refusal to consent to the processing of personal data gives the Operator the right to refuse the User access to the Operator's Website.

4.7. The Operator does not disclose or distribute personal data to third parties without the User's consent, unless otherwise provided by the legislation of the Republic of Belarus.

4.8. The Operator processes personal data, including storage, no longer than the purposes of personal data processing require.

4.9. The Operator stops processing personal data and deletes them if (in any of the cases):

- withdrawal of the User's consent to the processing of personal data;
- the purpose of processing, including storage, of personal data has been achieved, or the need to achieve the purpose of their processing has passed, unless otherwise provided by law;
- the consent of the personal data subject has expired and the Operator has no other grounds provided for by law for processing his personal data;
- illegal processing of personal data has been detected;
- The Operator has ceased its activities.

5. Rights of personal data subjects

5.1. The subject of personal data has the right to:

5.1.1. to withdraw their consent if the Operator applied to the personal data subject for consent in order to process personal data. The right to revoke consent cannot be exercised when processing is carried out on other legal grounds (for example, in accordance with legal requirements);

5.1.2. to receive information regarding the processing of their personal data by the Operator, containing:

- the name and location of the Operator;
- confirmation of the fact of personal data processing by the Operator;
- personal data and the source of their receipt;
- legal grounds and purposes of personal data processing;
- the period for which consent has been given;
- name and location of the authorized person to whom the Operator transmits personal data;

5.1.3. making changes to personal data if they are incomplete, outdated or inaccurate;

5.1.4. to receive information from the Operator about the provision of personal data to authorized persons once a calendar year for free;

5.1.5. require the Operator to stop processing their personal data free of charge, including their deletion, in the absence of grounds for processing personal data.

5.2. In order to exercise their rights related to the processing of personal data by the Operator, the User sends an application to the Operator in writing or in the form of an electronic document.

The application in writing is sent to the address: Minsk, Kulman str., house 21B, room 106A

The application in the form of an electronic document is sent to the following e-mail address: vectorblitz@yandex.ru .

Such a statement must contain:

- last name, proper name, patronymic (if any);
- address of the place of residence (place of stay);
- date of birth;
- statement of the essence of the requirements of the personal data subject;
- the identification number of the personal data subject, in the absence of such a number – the number of the identity document of the personal data subject, in cases where this information was indicated by the personal data subject when giving his consent or the processing of personal data is carried out without the consent of the personal data subject;
- a personal signature (for a written application) or an electronic digital signature (for an application in the form of an electronic document).

5.3. For assistance in exercising the rights related to the processing of personal data by the Operator, the User can contact the Operator by sending a message to the email address vectorblitz@yandex.ru .

6. Measures to ensure the protection of personal data

6.1. The Operator takes the necessary legal, organizational and technical measures to ensure the protection of personal data from unauthorized or accidental access to them, modification, blocking, copying, distribution, provision, deletion of personal data, as well as from other illegal actions with respect to personal data.

6.2. The Operator takes the following mandatory measures to ensure the protection of personal data:

- appoints a person responsible for the implementation of internal control over the processing of personal data;
- issues this Policy regarding the processing of personal data;
- establishes the procedure for access to personal data, including those processed in an information resource (system);
- provides technical and cryptographic protection of personal data.

7. Cookies processing

7.1. Cookies are a text file saved in the browser of the computer (mobile device) of the User of the Operator's Website when visiting it to reflect the actions performed. This file allows you not to re-enter or select the same parameters when you visit the site again, for example, choosing a language version.

7.2. The purpose of cookie processing is to ensure the convenience of Users of the Site and improve the quality of its functioning.

7.3. The Operator does not transfer cookies to third parties and does not use them to identify Users.

7.4. The following types of cookies are processed on the site:

functional - they allow you to provide an individual experience of using the site and are installed in response to the actions of the personal data subject;

statistical - allows you to store the history of visits to the pages of the site in order to improve the quality of its functioning in order to identify the most and least popular pages.

7.5. Cookies are placed on the User's device only with his consent, except in cases where they are necessary for the technical support of the Operator's Website.

7.6. The User can accept or reject all or some of the cookies processed on the Site. At the same time, the correct operation of the Site is possible only when using cookies.

7.7. If you disable all or some cookies or refuse to use them, certain functions of the Operator's Website may become unavailable to Users.

8. Additional conditions

8.1. The Operator has the right, at its discretion, to unilaterally change and (or) supplement the terms of the Policy without prior notification to the subjects of personal data by posting a new version of the Policy or changes to it on the Website.

8.2. The new Policy or changes to the Policy come into force from the moment of their approval, unless otherwise provided by the Operator.

8.3. All suggestions or questions about the Policy can be sent to the Operator by:

- filling out the feedback form on the Website;
- sending a written request to the Operator at the postal and (or) e-mail address specified in section 1 of the Policy.