

Personal Data Processing Policy

1. General Provisions

This Personal Data Processing Policy has been prepared in accordance with the requirements of Federal Law No. 152-FZ dated July 27, 2006, "On Personal Data" (hereinafter referred to as the "Personal Data Law") and defines the procedure for personal data processing and measures taken by Individual Entrepreneur Andrey Nikolaevich Nikolaev (hereinafter referred to as the "Operator") to ensure the security of personal data.

1.1.

The Operator considers the observance of human and civil rights and freedoms in the processing of personal data, including the protection of privacy and personal and family confidentiality, to be its highest priority and a mandatory condition of its activities.

1.2.

This Personal Data Processing Policy (hereinafter referred to as the "Policy") applies to all information that the Operator may obtain about visitors to the website <https://bfd.su>.

2. Basic Terms Used in the Policy

2.1.

Automated Processing of Personal Data means the processing of personal data using computer technology.

2.2.

Blocking of Personal Data means the temporary suspension of personal data processing, except where processing is necessary for clarification of personal data.

2.3.

Website means a collection of graphic and informational materials, as well as software and databases, ensuring their availability on the Internet at <https://bfd.su>.

2.4.

Personal Data Information System means a set of personal data contained in databases and the information technologies and technical means used to process such data.

2.5.

Depersonalization of Personal Data means actions resulting in the impossibility of determining, without additional information, whether personal data belongs to a specific User or another personal data subject.

2.6.

Processing of Personal Data means any action (operation) or set of actions (operations) performed with personal data, with or without the use of automation tools, including collection, recording, systematization, accumulation, storage, clarification (updating, modification), retrieval, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, and destruction of personal data.

2.7.

Operator means a state authority, municipal authority, legal entity, or individual who independently or jointly with others organizes and/or carries out personal data processing and determines the purposes of processing, the composition of personal data, and the actions performed with personal data.

2.8.

Personal Data means any information relating directly or indirectly to an identified or identifiable User of the website <https://bfd.su>.

2.9.

Personal Data Permitted for Distribution by the Data Subject means personal data to which an unlimited number of persons are granted access by the data subject through consent to the processing of personal data permitted for distribution in accordance with the Personal Data Law.

2.10.

User means any visitor to the website <https://bfd.su>.

2.11.

Provision of Personal Data means actions aimed at disclosing personal data to a specific person or group of persons.

2.12.

Distribution of Personal Data means any actions aimed at disclosing personal data to an indefinite number of persons or making personal data available to the public, including publication in mass media, placement in information and telecommunication networks, or granting access by any other means.

2.13.

Cross-Border Transfer of Personal Data means the transfer of personal data to the territory of a foreign state, a foreign governmental authority, foreign individual, or foreign legal entity.

2.14.

Destruction of Personal Data means any actions resulting in the irreversible destruction of personal data with no possibility of restoration of the content of personal data in an information system and/or destruction of physical media containing personal data.

3. Rights and Obligations of the Operator

3.1. The Operator has the right to:

- obtain reliable information and/or documents containing personal data from the personal data subject;
- continue processing personal data without consent if the data subject withdraws consent or requests termination of processing, provided there are legal grounds under the Personal Data Law;
- independently determine the composition and scope of measures necessary and sufficient to fulfill obligations established by the Personal Data Law and related regulations.

3.2. The Operator shall:

- provide information concerning the processing of personal data upon request of the data subject;
 - organize personal data processing in accordance with applicable legislation of the Russian Federation;
 - respond to inquiries and requests of personal data subjects and their legal representatives;
 - provide necessary information to the authorized personal data protection authority within 10 days from receipt of the relevant request;
 - publish or otherwise ensure unrestricted access to this Policy;
 - take legal, organizational, and technical measures to protect personal data;
 - terminate transfer, processing, and destroy personal data in cases stipulated by law;
 - fulfill other obligations established by the Personal Data Law.
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4. Rights and Obligations of Personal Data Subjects

4.1. Personal data subjects have the right to:

- receive information regarding the processing of their personal data;
- require correction, blocking, or deletion of inaccurate, outdated, unlawfully obtained, or unnecessary personal data;
- require prior consent for processing personal data for marketing purposes;
- withdraw consent to personal data processing;
- appeal unlawful actions or omissions of the Operator to the authorized authority or a court;
- exercise other rights provided by Russian law.

4.2. Personal data subjects shall:

- provide accurate information about themselves;
- notify the Operator of any updates or changes to their personal data.

4.3.

Persons who provide inaccurate information about themselves or another data subject without proper consent shall bear liability in accordance with the legislation of the Russian Federation.

5. Principles of Personal Data Processing

5.1.

Personal data shall be processed lawfully and fairly.

5.2.

Processing shall be limited to achieving specific, predetermined, and lawful purposes.

5.3.

Databases containing personal data processed for incompatible purposes shall not be merged.

5.4.

Only personal data relevant to processing purposes shall be processed.

5.5.

The content and scope of processed personal data shall correspond to the stated purposes of processing.

5.6.

The Operator shall ensure the accuracy, sufficiency, and relevance of personal data.

5.7.

Personal data shall be stored in a form allowing identification of the data subject no longer than required for processing purposes, unless otherwise established by law or contract.

6. Purposes of Personal Data Processing

Purpose of Processing

Informing Users through email communications.

Personal Data Categories

- Full name
- Email address
- Telephone numbers

Legal Basis

Federal Law No. 149-FZ dated July 27, 2006, "On Information, Information Technologies and Information Protection."

Types of Processing

- Collection, recording, systematization, accumulation, storage, destruction, and depersonalization of personal data;
 - Sending informational emails.
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7. Conditions for Personal Data Processing

7.1.

Processing is carried out with the consent of the personal data subject.

7.2.–7.7.

Personal data may also be processed where necessary for compliance with legal obligations, administration of justice, execution of contracts, protection of legitimate interests, achievement of socially significant objectives, processing of publicly available data, or where publication is required by law.

8. Procedure for Collection, Storage, Transfer and Other Processing Operations

The security of personal data processed by the Operator is ensured through legal, organizational, and technical measures necessary for compliance with applicable data protection legislation.

8.1.

The Operator shall take all possible measures to prevent unauthorized access to personal data.

8.2.

Personal data shall not be transferred to third parties except as required by law or with the consent of the data subject.

8.3.

Users may update their personal data by sending a request to:

info@bfd.su

with the subject line:

"Personal Data Update"

8.4.

The processing period is determined by the purposes for which the data was collected.

Users may withdraw consent at any time by sending an email to:

info@bfd.su

with the subject line:

"Withdrawal of Consent to Personal Data Processing"

8.5.–8.9.

Third-party service providers process data in accordance with their own privacy policies. The Operator ensures confidentiality and terminates processing upon achievement of processing purposes, expiration of consent, withdrawal of consent, or detection of unlawful processing.

9. List of Personal Data Processing Operations

9.1.

The Operator performs collection, recording, systematization, accumulation, storage, updating, retrieval, use, transfer, depersonalization, blocking, deletion, and destruction of personal data.

9.2.

The Operator carries out automated processing of personal data with or without transmission through information and telecommunication networks.

10. Cross-Border Transfer of Personal Data

10.1.

Before initiating cross-border transfer activities, the Operator shall notify the authorized personal data protection authority.

10.2.

Prior to such notification, the Operator shall obtain relevant information from foreign authorities, individuals, or legal entities receiving personal data.

11. Confidentiality of Personal Data

The Operator and other persons who have gained access to personal data shall not disclose or distribute personal data to third parties without the consent of the personal data subject unless otherwise required by federal law.

12. Final Provisions

12.1.

Users may obtain clarifications regarding personal data processing by contacting the Operator via:

info@bfd.su

12.2.

Any amendments to this Policy shall be reflected in this document. The Policy remains effective indefinitely until replaced by a new version.

12.3.

The current version of the Policy is available online at:

<https://bfd.su/assets/files/politics.pdf>