



Privacy policy

Saint-Petersburg, Russia
28 June, 2017.

The present personal data privacy policy (hereinafter — privacy policy) concerns all data that the website with the domain names santonit.ru and santonit.com may receive from you in the course of use.

1. General provisions.

1.1. The following main terms are used in this privacy policy:

1.1.1. Automated personal data processing means the processing of personal data with the help of computers.

1.1.2. Personal data information system means all the personal data contained in the personal data databases and the information technologies and technical means for its processing.

1.1.3. Personal data processing means any action (operation) or sequence of actions (operations) involving personal data carried out with the help of the automation tools or without them, including collection, recording, systematization, accumulation, storage, elaboration (alteration, updating), retrieval, use, transfer (distribution, disclosure, access provision), depersonalization, locking, deletion or destruction of personal data.

1.1.4. Operator means a government agency, a municipal authority, a legal entity or a physical person who organize and/or carry out, on their own or in collaboration with other persons, the processing of personal data, as well as determine the aims of personal data processing, the contents of the personal data for processing, and the actions (operations) involving personal data.

1.1.5. Personal data means any data that concerns a directly determined or indirectly determinable physical person (personal data owner).

1.1.6. Website user means a person who has access to the website through the Internet and uses the website.

1.1.7. Personal data disclosure means actions aimed at making personal data available to a determined person or a determined group of persons.

1.1.8. Personal data distribution means the actions aimed at disclosure of personal data to an undetermined group of persons (personal data transfer) or at familiarizing an unlimited number of persons with this personal data, including the publication of the personal data in the media, in information and telecommunications networks or otherwise providing access to the personal data.

1.1.9. Personal data destruction means the actions that entail the impossibility of recovering the contents of the personal data within the personal data information system and/or actions that entail the destruction of the personal data physical carriers.

1.1.10. Cookie means a small data fragment sent by the web server and stored at the user's computer that the web client or web browser sends back to the web server in the HTTP-request each time it attempts opening a page of this website.

1.1.11. IP-address means a unique network address of the node in the computer network based on the IP protocol.

1.2. In the present privacy policy the terms "we", "us" and "our", "ours" shall refer to the operator Santonit (Santonit LLC, 8 Inzhenernaya Str., Romanovka village, Vsevolozhsk region, 188670 Leningrad oblast, Russia), while "you" and "your" shall refer to the website user.

1.3. By using the website you confirm that you agree with the privacy policy and with the right that we obtain to process your personal data. In the event you do not agree with the privacy policy, you shall stop using the website.

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1.4. The privacy policy stipulates our obligations of non-disclosure and protection of the personal data that the website user provides to us.

1.5. This privacy policy complies with the Federal Law No. 152-FZ "On Personal Data" dated 27 July, 2006 (hereinafter, 152-FZ).

1.6. This privacy policy has been drawn up in the Russian and the English languages. The Russian text of the privacy policy shall prevail.

1.7. By providing your personal data to us, you thus give to us and our authorized representatives an explicit consent for the processing of your personal data with the use of the tools and for the purposes specified hereunder. In order to reach the purposes specified hereunder, we are entitled to transfer your personal data to third persons, such as messenger services, postal services, and electronic mailing services.

1.8. The present privacy policy applies to this website only. We do not control and shall not be held responsible for the websites of third persons where you may be directed through the links at this website.

1.9. We undertake to publish or otherwise provide unlimited access to the present privacy policy in accordance with part 2 of Art. 18.1 of 152-FZ.

2. Personal data processing

2.1. We process the personal data in compliance with 152-FZ based on the following principles:

2.1.1. Personal data processing shall be carried out on a legal and equitable basis.

2.1.2. Personal data processing shall be limited to reaching specific, predefined and lawful purposes. No data processing that does not correspond to the personal data collection purposes shall be allowed.

2.1.3. Databases that contain personal data collected for different and incompatible purposes shall not be merged.

2.1.4. Only personal data that meets the processing purposes shall be processed.

2.1.5. The contents and the volume of the data processed shall correspond to the announced purposes of processing.

2.1.6. When processing the personal data, the accurateness of the data shall be guaranteed, as well as its sufficiency, and, in certain cases, its relevancy in relation to the personal data processing purposes. You hereby guarantee that the personal data you provide to us is valid and accurate, and that you will inform us of any changes in such data. You shall be solely responsible for any damage suffered by any person as a result of receiving incorrect, inaccurate or incomplete data in the personal data submission forms. We are entitled to take necessary measure to delete or specify the incomplete or inaccurate data in accordance with part 6 of Art. 5 of 152-FZ. In the event you submit personal data of third persons, you shall be held responsible for informing the third party of your use of these data and for obtaining their consent.

2.1.7. The personal data processing shall be carried out without any time limitation, by any lawful means, including through personal data information systems, with the use of personal data automated processing tools or without them.

2.1.8. Your personal data includes:

- a. your full name;
- b. your contact phone number;
- c. your e-mail address;
- d. the name of the company that you represent;
- e. your position within the company;
- f. the city that you work and/or live in.

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2.1.9. The website also obtains statistical data:

- a. your IP-address;
- b. cookie files data;
- c. your browser information (or that of any other program that enables advertisement demonstration);
time of access;
- d. address of the web-page with the advertisement;
- e. referrer (address of the previous page).

2.2. The following are the purposes in which we use personal data:

2.2.1. Establishing feedback connection with you, including sending notifications and requests related to website use, providing services, and processing requests and applications.

2.2.2. Determining your location for security purposes and preventing fraud.

2.2.3. Confirming the validity and completeness of the personal data you provide us.

2.2.4. Providing you with efficient client and technical support in the event of issue during website use.

2.2.5. Forwarding you special offers, prices information, newsletters and other information, including in the name of our partners.

2.2.6. Improving the functioning of the website and assuring its regular work, including through the use of cookie-files. By using the website you consent to the use of cookies. If you do not consent with our use of cookies, change your browser settings. Forbidding cookie files you may make some parts of the website inaccessible and experience problems with its functioning in your browser.

2.3. Your personal data may be provided to the authorized agencies of the Russian Federation solely on the grounds and according to the procedure stipulated by the current legislation of the Russian Federation.

2.4. We take the necessary organisational and technical measures to protect your personal data.

2.5. We are entitled to entrust the personal data processing to third persons based on an agreement concluded with these persons. The persons carrying out personal data processing on our instructions undertake to observe the rules of personal data processing and protection stipulated in 152-FZ.

2.6. In the event of loss or disclosure of your personal data we will inform you of the loss or disclosure.

2.7. Introducing corrections to the personal data or withdrawal of consent to personal data processing are possible in the following cases and in the following ways:

- a. After you provide us corrected (updated or changed) personal data or withdraw your consent to personal data processing with the aim of their destruction at the electronic mail address info@santonit.ru or by forwarding an official request by Russian Post at the address: 8 Inzhenernaya Str., Romanovka village, Vsevolozhsk region, 188670 Leningrad oblast, Russia.
- b. On the request of an authorized federal executive agency with the aim of protection of rights of personal data owners or of other authorized government agencies;
- c. In other cases stipulated by the current legislation of the Russian Federation.

3. Dispute settlement.

3.1. Before filing a suit on disputes arising from the relations between the website users and us, it is obligatory to submit a claim (a written offer of voluntary settlement of the dispute).

3.2. The party receiving the claim shall inform within 30 calendar days the other party of the results of the claim consideration in writing.

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3.3. In the event an agreement is not reached, the dispute shall be referred to a judicial body in accordance with the current legislation of the Russian Federation.

3.4. The relations between us and the website user shall be regulated by the current legislation of the Russian Federation.

4. Additional provisions.

4.1. We are entitled to introduce changes to the present privacy policy without preliminary notification.

4.2. The new version of the privacy policy enters into force from the moment of its publication at the website, unless otherwise provided for by the new version of the privacy policy.

4.3. All suggestions and questions on privacy policy shall be forwarded at info@santonit.ru or by sending a formal request by Russian Post at the address: 8 Inzhernaya Str., Romanovka village, Vsevolozhsk region, 188670 Leningrad oblast, Russia.

4.4. The current privacy policy is available at the website in the "Privacy policy" section.