#### I. General statements

This Privacy Policy Statement (hereinafter - the Statement) is an official document of the Hotel «Amurskiy» (Individual Entrepreneur Slepneva E.N.) (hereinafter referred to as the "Operator" /"Company") and determines the procedure for processing, protecting and storing information about individuals (hereinafter - Users) using the services of the site amurskihotel.ru and its subdomains (hereinafter - the Site).

In order to maintain business reputation and ensure compliance with federal laws, the Operator considers it essential to ensure the legitimacy of the processing and security of users' personal data.

To solve this problem, the Operator has introduced, operates and is undergoing periodic review (control) of the personal data protection system.

This Privacy Policy describes how the Operator processes personal data - any actions (operations) or a set of actions (operations) performed using automation tools or without using such tools with personal data, including collection, recording, systematization, accumulation, storage, clarification (update, change), extraction, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, destruction of personal data.

Relations related to the processing of personal data and information about users of the Site are governed by these Regulations and the current legislation of the Russian Federation.

The processing of personal data is based on the following principles:

- the legality of the purposes and methods of processing personal data and integrity;
- Compliance of the purposes of personal data processing with the goals predetermined and declared when collecting personal data;
- the correspondence of the volume and nature of the personal data processed, the methods of personal data processing to the purposes of personal data processing;
- the accuracy of personal data, its relevance and sufficiency for processing purposes, the inadmissibility of processing redundant in relation to the purposes of collecting personal data;
- the legitimacy of organizational and technical measures to ensure the security of personal data;
- the continuity of raising the level of knowledge of the Company's employees in ensuring the security of personal data during its processing;
- striving for continuous improvement of the personal data protection system.

This Privacy Policy governs any type of processing of personal data and personal information (any information that can be used to establish identity, and any other information related to it) about individuals who are consumers of services provided by the Company.

# II. Collection of personal data

The purpose of processing personal data is to fulfill the obligations of the Operator towards the Users in relation to the use of the Website and its services.

The processing of personal data of users is carried out with the consent of the subject of personal data to the processing of his personal data.

Personal data is any information relating to directly or indirectly determined or determined by an individual (subject of personal data) and which can be used to identify a specific person or to communicate with him.

Below are some examples of the types of personal data that the Operator may collect, and how we may use such information.

## III. Rules for the processing of personal data.

#### WHAT PERSONAL DATA DO WE COLLECT?

According to the requirements of the article 9 of the Federal Law of 27.07.2006 On personal data №152-FZ Information gathering includes the following information:

- First name, last name;
- Phone number:
- Email address.

When processing personal data, we ensure the accuracy of personal data, their sufficiency, and, if necessary, relevance in relation to the purposes of processing personal data.

THE PROCESSING OF PERSONAL DATA RELATING TO THE FOLLOWING POINTS IS NOT ALLOWED:

- the race of personal data subjects;
- national identity of the subjects of personal data;
- political views of the subjects of personal data;
- religious beliefs of the subjects of personal data;
- philosophical beliefs of personal data subjects;
- Health condition of the subjects of personal data;
- the intimate life of the subjects of personal data.

In the course of its activities, the Company may transfer, including cross-border, as well as entrust the processing of personal data to other persons on the basis of relevant agreements, subject to obtaining the consent of the subjects of personal data or providing other necessary legal grounds for such transfer. At the same time, an important condition of the contracts based on which the transfer of personal data is carried out is to ensure the confidentiality and security of the personal data processed.

When collecting personal data, including by means of the Internet information and telecommunications network, the Company provides a recording, organizing, accumulating, storing, updating (updating, changing) and retrieving personal data using databases located in the Russian Federation.

### IV. Transfer of personal data.

The personal data of the Users is not transferred to any third parties, except as expressly provided for by these Rules.

The processing of the User's personal data is carried out without any time limit, in any legal way, including in personal data information systems using automation tools or without using such tools

The User personal data may be transmitted at the request of the authorized public authority of state power of the Russian Federation only on the grounds and in the procedure established by the legislation of the Russian Federation.

The Operator blocks personal data related to the relevant User from the moment of the appeal or request of the User or his legal representative or authorized body for the protection of the rights of personal data subjects for the period of verification, in case of unreliable personal data or illegal actions.

### POSSIBILITY OF INFORMATION DISCLOSURE TO THE THIRD PARTIES

In some cases, the Company may provide certain personal information and data to strategic partners who work with the Operator to provide products and services, or those who help the Operator to sell products and services to consumers. We provide the third parties with the minimum amount of personal data needed only to provide the required service. Personal information will be provided by the Operator only in order to provide consumers with services, as well as to improve these services, related communications. Such information will not be provided to the third parties for their marketing purposes.

To use your personal data for any other purpose, the Operator will request your consent to the processing of your personal data.

Дополнительно в случае реорганизации, слияния или продажи Оператор может передать любую или всю собираемую нами персональную информацию соответствующему третьему лицу.

The operator may be required - in accordance with the law, a court order, in a court proceeding and / or on the basis of public inquiries or requests from public authorities in the territory or outside the territory of your country of residence - to disclose your personal data. The operator may also disclose personal data / information about you if it determines that such disclosure is necessary or appropriate for national security, law enforcement or other socially important purposes. The operator may also disclose personal data / information about you if it determines that disclosure is necessary to enforce our terms and conditions or to protect our business and our users. Additionally, in case of a reorganization, merger or sale, the Operator may transfer any or all of the personal information we collect to a relevant third party.

## IDENTIFICATION FILES (COOKIES) AND OTHER TECHNOLOGIES

Website, emails and any other communications on behalf of the Company may use identification cookies and other technologies, such as: pixel tags, web beacons. Such technologies help the Operator to better understand the behavior of users, tell him which sections of the site have been visited by users, and measure the effectiveness of advertising and network searches. The operator considers the information collected by cookies and other technologies as non-personal information.

The goal in such cases is to provide a more convenient and personal interaction with the Operator. For example, knowing your name, we can use it in communications. Ultimately, all this knowledge helps the Operator to provide you with the highest quality service.

If you can disable cookies in the settings of the web browser or mobile device you are using, please note that some functions of the website may become inaccessible after disabling cookies.

As with most websites, the Operator collects some information automatically and stores it in statistics files. Such information includes the Internet Protocol (IP) address, browser type and language, information about the Internet service provider, referring and exit pages, information about the operating system, date and time stamp, and information about the visits. This information is used to understand and analyze trends, administer the site, study user behavior on the site. The operator may use such information for their marketing purposes.

# V. Requirements for the security of personal data.

In order to ensure the security of personal data during their processing, the Company implements the requirements of the following regulatory documents of the Russian Federation in the field of processing and ensuring the security of personal data:

- The Constitution of the Russian Federation;
- Federal Law of July 27, 2006 No. 149-Φ3 "On Information, Information Technologies and Information Protection";
- Federal Law No. 152-FZ of July 27, 2006 "On Personal Data";
- Decree of the Government of the Russian Federation of 01.11.2012, No. 1119 "On approval of requirements for the protection of personal data when they are processed in personal data information systems";
- Decree of the Government of the Russian Federation of September 15, 2008 No. 687 "On the approval of the Regulation on the peculiarities of the processing of personal data carried out without the use of automation tools";
- Order of the FSTEC of Russia of February 18, 2013 No. 21 "On Approval of the Composition and Content of Organizational and Technical Measures for Ensuring the Security of Personal Data During Their Processing in Personal Data Information Systems";
- Order of the Federal Security Service of Russia dated July 10, 2014 No. 378 "On approval of the Composition and content of organizational and technical measures to ensure the security of personal data when processing them in personal data information systems using the means of cryptographic protection of information necessary to meet the protection requirements of the Government personal data for each level of security."

When you post on forums, in chat rooms or social networks, the personal data you provide is visible to other users and can be read, collected or used by them. You are responsible for the personal data you prefer to provide in such cases on your own. For example, if you enter your name and email address in a forum post, such information is public. Please take precautions when using these features.

#### RESPECT FOR YOUR PRIVACY IN THE COMPANY

In order to ensure that your personal data is safe, the Operator communicates confidentiality and safety standards to the Company's employees and strictly monitors the implementation of confidentiality measures within the Company.

# DO YOU HAVE ANY QUESTIONS?

If you have any questions regarding the Company's Privacy Policy or the processing of data by the Company, you can contact the Operator by phone number: 8 (3952) 622-226, or by email: 622226irk@mail.ru

### ADDITIONAL

In all other respects that are not directly reflected in the Privacy Policy, the Company undertakes to be guided by the norms and provisions of the current legislation of the Russian Federation.

The Operator's site visitor, who provides personal data and information, agrees with the provisions of this Privacy Policy.

The Company reserves the right to make any changes to the Policy at any time at its discretion in order to further improve the system of protection against unauthorized access to the personal data reported by Users without the consent of the User. When we make significant changes to our Privacy Policy, our website posts a corresponding notice along with an updated version of the Privacy Policy.

This Policy does not apply to actions and Internet resources of third parties.