

By using this website you consent to the use of your personal data in accordance with this Policy on processing personal data and confidentiality.

The Policy on processing personal data and confidentiality of 'Statera Veris' Limited Liability Company (LLC Statera Veris), hereafter referred to as 'the Policy', determines the procedure for collecting, storing, transferring and processing by LLC Statera Veris, hereafter referred to as 'the Company', of personal data obtained through its website, as well as information on the implemented requirements for the protection of personal data.

The objective of the Policy is to ensure the protection of human and citizens' rights and freedoms while processing their personal data, including protection of the right to privacy and personal and familial secrets.

The Policy has been developed in compliance with Federal Law No. 152-FZ dated July 27, 2006 'On Personal Data' and with other regulations and federal laws effective on the territory of the Russian Federation.

What constitutes personal data

Pursuant to clause 1 of article 3 of Federal Law No. 152-FZ dated July 27, 2006 'On Personal Data', personal data refers to any information which refers to a client or individual who is identified or could be identified on the basis of said information (hereafter referred to as 'personal data').

The personal data of a user are provided by the user themselves.

- Personal data which the user provides when filling out information fields on our site, including when filling out a contact form, as well as personal data which the user provides when filling out a service request which is sent to us. Information which is necessary to provide the service is clearly indicated. This information includes: surname, name and patronymic, e-mail address, and contact telephone number.

Technical data which is automatically transmitted by a device which is being used to access our site, including the technical specifications of the device, IP address, information stored in 'cookies' files, information about the browser, date and time of accessing the site, the addresses of requested pages and other similar information.

An IP-address is a number assigned to your computer each time you go online.

Cookies technology allows our website to store devices' for identifying information ('identifiers') in your browser, which will only be used by our website each time you visit it.

Purpose of Data Processing

The Company collects and processes only that personal information which is needed to execute the user's request.

The Company processes personal data in order to:

carry out the company's statutory activities to provide a service to individuals and legal entities, concluding and implementing the agreement,

sending consultations and responses to requesting individuals using communications tools and the contract data indicated by them;

promoting the company's services on the market by establishing direct contact with potential consumers using communications tools (permitted only on the condition of prior consent from the subject of the personal data),

communicating with a website user when the user contacts us, including by e-mail, telephone or an address provided by the relevant user;

exercising the powers and responsibilities entrusted to the company by the legislation of the Russian Federation;

The Company processes technical data to ensure the functionality and security, and to improve the quality of, our website.

The company does not post users' personal data in publicly available sources. The Company does not make decisions which could have legal consequences for the user or which in any way affect the rights and legitimate interests of the user on the basis of exclusively automated processing of personal data.

When collecting personal data, including through the information and telecommunications network 'the internet', the company must ensure the recording, systematization, accumulation, storage, clarification (updating, changing) and extraction of the personal data of citizens of the Russian Federation using a database located within the territory of the Russian Federation

Confidentiality of Personal Data

All personal data processed by the company are confidential and strictly protected in accordance with the law. The company shall not disclose to any third parties nor shall it disseminate personal data without the consent of the user, unless otherwise stipulated by federal law.

Ways of Processing Personal Information

Processing a User's personal data without the use of automation equipment is carried out in such a way that each category of personal data can be assigned a specific storage space for personal data (physical media). The company has established a list of individuals engaged in processing personal data or having access thereto. Separate storage (physical media) is provided for personal data which is processed for different purposes. The company ensures the safekeeping of personal data and takes measures to prevent unsanctioned access to personal data.

Processing of a User's personal data carried out using automation equipment is carried out on the condition of the completion of the following actions: The company employs technical measures designed to prevent unsanctioned access to personal data and (or) their transferal to individuals who have no right to access this information; protective tools are installed to promptly discover any unsanctioned access to personal data; technical means of automatically processing personal data are isolated in order not to allow any influence on them which could jeopardize their functioning; the company creates backup copies of data in order to be able to immediately restore personal data which is modified or destroyed as a result of unsanctioned access to it; constant control is maintained over ensuring the level of protection of personal data.

Transferring Personal Data

Transmission of personal data to third parties (including trans-border transmission) is permitted with written agreement from the subjects of personal data, except in cases where this is necessary in the interests of preventing threats to the life and health of the subjects of personal data, and in any cases established by the legislation of the Russian Federation.

Measures Taken To Protect Users' Personal Data

The Company takes the necessary and sufficient organizational and technical measures for the protection of a user's personal data against illegal or accidental access, destruction, alteration, being blocked, copied or disseminated, and against any illegal actions against personal data by third parties.

The company takes the following measures: identifying threats to the security of personal data when they are being processed and forming threat models based on them; processing, on the basis of the threat models, the protection systems for personal data, to ensure the neutralization of supposed threats using methods and means of protecting personal data intended for the relevant class of information system; making a plan for carrying out checks on new information protection tools on their readiness for use and making conclusions on the possibility of their use; installing and commissioning data protection tools in accordance with usage and technical documentation; training individuals who use the information protection tools within information systems in the rules of working with them; taking account of information protection tools used, their usage and technical documentation and personal data storage media; taking account of individuals permitted to work with personal data in the information system; controlling observation of the terms of use of information protection tools as stipulated by the usage and technical documentation; the Company has the right to investigate and draw conclusions on non-observance of the storage terms for personal data storage media and the use of data protection tools which could lead to a violation of the confidentiality of personal data or other violations, leading to decreased levels of protection for personal data, and to develop and take measures to prevent the potential dangerous consequences of such violations; having descriptions of the personal data protection system.

Rights and Obligations of the User

The company employs measures to ensure that personal data held by it is accurate and up-to-date, and also to delete outdated and other unreliable or superfluous personal data. Nevertheless, the User bears responsibility for providing authentic information and for updating data they have supplied in the event of any changes.

The User has the right to request that their personal data be specified, blocked or destroyed in the event that the personal data are incomplete, outdated, inauthentic, were obtained illegally or are not needed for the declared purpose of processing, and may also take measures stipulated by law to defend their rights.

The User may withdraw their consent to the processing of their personal data at any time by sending written notice to: service@stateraveris.com marked 'withdrawal of consent for processing of personal data'

The company shall block personal data relating to a given User from the moment the User or a legal representative or an authorized body for the protection of the rights of the subjects of personal data sends a request until the checking period in the event of the discovery of inauthentic personal data or illegal actions.

The User may at any time change (update, add) the personal information provided or part of it, as well as the parameters of its confidentiality by making a request to the company.

The User has the right to receive information on the processing of their personal data by the Company, and may, for this purpose, forward a written request to the address: marked 'request for information on the procedure for processing personal data'.

The User has the right to appeal to an authorized body for the protection of the rights of subjects of personal data or through judicial procedures about illegal actions or lack of action during the processing of the User's personal data;

The User has the right to protect their rights and legitimate interests, including those for the recovery of losses and (or) compensation for moral harm through judicial procedures.

Final Provisions

This Policy is subject to revision and additions in the event of the introduction of new legal acts and dedicated regulatory documents on the processing and protection of personal data.

This Policy is an internal document of LLC Statera Veris and is to be posted on the official website of Statera Veris.

Control over the fulfillment of the requirements of this Policy is held by the individual responsible for ensuring the security of personal data within Statera Veris.