

## **PRIVACY POLICY**

This personal data privacy policy (hereinafter the “Privacy Policy”) was prepared in accordance with the requirements of Federal Law No. 152-FZ of the Russian Federation dated 27 July 2006 “On Personal Data” for the use of the website [https:// brics-russia2024.ru](https://brics-russia2024.ru) (hereinafter the “Website”).

The Roscongress Foundation (registered at the address: 12 Krasnopresnenskaya Embankment, Entrance 7, Room 1101, Moscow, Russia, 123610) acts as the Personal Data Processing Operator.

RC-Media (registered at the address: 12 Krasnopresnenskaya Embankment, Premises 350av, Room 1, Moscow, Russia, 123610) acts as the Personal Data Processor based on an Agreement with the Operator.

### **1. DEFINITIONS**

1.1. Personal data – any information which directly or indirectly relates to a specific or identifiable user and which is provided when using the Website in the “Feedback” form.

1.2. User – an individual who provides his/her personal data when using the Website.

1.3. Operator – a state body, municipal body, legal entity, or individual that independently or jointly with other entities organizes and/or performs the processing of personal data, as well as determines the purposes of the processing of personal data, the scope of personal data to be processed, and the actions (operations) performed with personal data.

1.4. Processor – a state body, municipal body, legal entity, or individual that independently or jointly with other entities organizes and/or performs the processing of personal data on behalf of the Personal Data Operator and on the terms and conditions specified by such an order.

1.5. Processing of personal data – any action (operation) or set of actions (operations) performed with personal data with or without the use of automated tools, including the collection, recording, categorization, accumulation, storage, clarification (updating or modification), extraction, use, transfer (distribution, provision, or granting access), depersonalization, blocking, deletion, or destruction of personal data during the period after the goals for the processing of such data have been achieved or until there is no longer a need to achieve these goals, unless otherwise stipulated by federal law, for the purposes specified in the consent to the processing of personal data.

1.6. Confidentiality of personal data – a mandatory requirement for the Operator not to disclose to third parties or allow the dissemination of personal data without the User’s consent or based on other legal grounds.

### **2. GENERAL CONDITIONS FOR THE PROCESSING OF PERSONAL DATA**

2.1. The use of the Website by the User shall signify acceptance of this Privacy Policy. In the event the User disagrees with the terms of the Privacy Policy, the User must stop using the Website.

2.2. The Operator/Processor shall process the following personal data of Users: last name, first name, patronymic, email address, and telephone number.

2.3. Personal data shall be processed with respect to the following categories: any Users of the Website.

2.4. Personal data shall be processed in an automated manner with the following actions: collection, recording, categorization, accumulation, storage, clarification (updating or modification), extraction, use, transfer (distribution, provision, or granting access), depersonalization, blocking, deletion, or destruction.

- 2.5. The personal data of Users shall be processed for the following purposes: to provide a response to a User's request.
- 2.6. Consent to the processing of personal data shall constitute legal grounds for the processing of personal data.
- 2.7. The personal data of Users shall be processed for the entire period that the Operator needs to achieve the purposes of processing (until 31 December 2024), unless the User withdraws his/her consent prior to this time.
- 2.8. A User's personal data may be transferred to third parties upon receipt of consent from the User or in another manner prescribed by the laws of the Russian Federation.

### **3. RIGHTS AND OBLIGATIONS OF THE USER**

- 3.1. Users shall be entitled to receive information about the processing of their personal data from the Operator in accordance with Federal Law No. 152-FZ dated 27 July 2006 "On Personal Data".
- 3.2. Users shall be entitled to demand that the Operator clarify or correct their personal data that has been processed, block or destroy it the personal data is incomplete, outdated, or inaccurate, and refuse to let the Operator process personal data by sending feedback electronically to [info@roscongress.org](mailto:info@roscongress.org). The Operator/Processor shall cease processing personal data and destroy it within 1 (one) month from the date on which it receives the withdrawal of consent from the User.
- 3.3. Users shall be entitled to contact the Operator to exercise their rights and protect their legitimate interests.

### **4. RIGHTS AND OBLIGATIONS OF THE PERSONAL DATA OPERATOR**

- 4.1. The Operator/Processor shall take the necessary measures to fulfil its obligations under the laws of the Russian Federation in matters concerning the processing and protection of personal data.
- 4.2. The Operator shall consider inquiries and complaints from Users and take all the necessary measures to immediately eliminate any violations of Users' rights, punish the guilty parties, and resolve disputes and conflict situations out of court.
- 4.3. The Operator/Processor shall block any personal data that has been processed illegally and also cease the processing of personal data in accordance with the laws of the Russian Federation.
- 4.4. The Operator/Processor shall use the appropriate physical, electronic, and managerial procedures to ensure the safety and security of personal data.
- 4.5. The Operator shall not control or be responsible for the information of third parties posted on the websites to which Users can follow links available on the Website.

### **5. CONFIDENTIALITY**

- 5.1. The Operator/Processor shall use the personal data of Users solely for the purposes specified in the consent to the processing of personal data, as well as to ensure that the personal data of Users are stored confidentially, not disclose it without the User's consent, and not sell, exchange, publish, or disclose the User's personal data that has been transmitted using any other means. Personal data may be transferred to third parties if the User's consent is obtained or in another manner stipulated by the laws of the Russian Federation.

### **6. FINAL PROVISIONS**

- 6.1. The security of personal data processed by the Operator/Processor shall be ensured through the legal, organizational, and technical measures that are necessary to meet the requirements of federal laws concerning the protection of personal data.

6.2. The Operator shall be entitled to make changes or additions to this Policy if necessary or if relevant amendments are made to the current laws of the Russian Federation on personal data. The Website User may always view the current version of the Policy on the Website. By continuing to use the Website, the User confirms his/her consent to the changes made to the Policy.

6.3. The Operator and Users who have violated their obligations to protect personal data shall be liable for damages caused due to the unlawful use of personal data in accordance with the laws of the Russian Federation.

## **7. CONTACT DETAILS**

In the event of questions, suggestions, or the intention to exercise one or more of the User's rights regarding the processing of personal data, the User may contact the Operator using the following contact details:

### **Roscongress Foundation**

Address: 12 Krasnopresnenskaya Embankment, Entrance 7, Room 1101, Moscow, Russia, 123610

Tel.: +7 (495) 640 4440

Email: [info@roscongress.org](mailto:info@roscongress.org)