

POLICY of personal data processing

№1 from 08.08.2023 г.

1 General Provisions

This document defines the policy of FE "Legal partners group "ADILTAS" (hereinafter - the "Operator") in relation to the processing and confidentiality of personal data, and sets out the procedure for processing data that the Operator may receive about visitors to the <https://adiltas.kz/> website.

2 Category of personal data

The Operator processes the following personal data:

- surname and name;
- phone number;
- e-mail.

3 Purpose of personal data processing

The Operator processes personal data in order to:

- clarifying the details of the order;
- provision of services by the Operator;
- conclusion of a service contract with the Operator.

4 Legal basis for processing personal data

The Operator processes the User's personal data only if it is sent by the User through the forms located on the adiltas.kz website. By sending his/her personal data to the Operator, the User expresses his/her consent to this Policy.

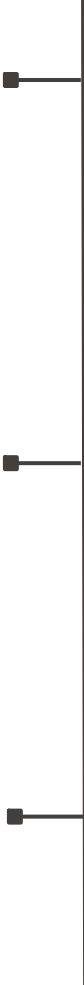
The Operator processes anonymised data about the User if this is allowed in the User's browser settings (cookie saving and use of JavaScript technology is enabled).

5 Procedure for collection, storage, transfer and other types of personal data processing

The Operator ensures the safety of personal data and takes all possible measures to prevent unauthorised persons from accessing personal data.

The User's personal data will never be disclosed to third parties, except for the requirements of the law of the Republic of Kazakhstan.

The period of personal data processing is valid as long as the Operator needs the User's personal data to provide services. Otherwise, the User's data will be destroyed.



If inaccuracies in personal data are identified, the User may update them by sending a notification to the Operator to the Operator's e-mail address adiltasinternational@gmail.com.

The User may withdraw his/her consent to the processing of personal data by notifying the Operator by e-mail at adiltasinternational@gmail.com.

6 Final Clauses

The User may obtain any clarifications on issues of interest regarding the processing of his/her personal data by contacting the Operator by e-mail at adiltasinternational@gmail.com.

This document will reflect any changes to the Operator's personal data processing policy.

Glossary

Website - a set of graphic and informational materials, as well as computer programmes and databases, ensuring their availability on the Internet at the network address <https://adiltas.kz/>.

Processing of personal data - any action with personal data performed with or without the use of a computer.

Destruction of personal data - any action resulting in irretrievable destruction of personal data on a computer or any other media.

User - any visitor to the adiltas.kz website.

Personal data - any information relating to the User of the <https://adiltas.kz/> website.

Personal data transfer - any actions that result in disclosure of personal data to a certain circle of persons.