**Privacy and Personal Data Processing Policy**

This Privacy and personal Data processing policy regulates the procedure for processing and using personal and other data on the site of IP Zhastilekov E (hereinafter referred to as the Operator). The current version of this Privacy Policy is constantly available for review and is available on the Internet at: https://hrgrowbit.com/

By transmitting personal and other data to the Operator via the Site, the User confirms their consent to use this data under the conditions set out in this Privacy Policy.

If the User does not agree with the terms of this Privacy Policy, they must stop using the Site.

Unconditional acceptance of this Privacy Policy is the beginning of the User's use of the Site.

**1. TERMS**

1.1. Site - a site located on the Internet at https://hrgrowbit.com/

All exclusive rights to the Site and its individual elements (including software, design) belong to the Operator in full. The transfer of exclusive rights to the User is not the subject of this Privacy Policy.

1.2. User — a person using the Site.

1.3. Legislation — the current legislation of the Republic of Kazakhstan.

1.4. Personal Data — personal data of the User that the User provides independently during registration or during the use of the Site's functionality.

1.5. Data — other data about the User (not included in the concept of Personal Data).

1.6. Registration — the User fills in the Registration Form located on the Site by specifying the necessary information and sending scanned documents.

1.7. Registration form — a form located on the Site, which the User must fill out in order to be able to use the site in full.

1.8. Service(s) — services provided by the Operator on the basis of the agreement.

2. COLLECTION AND PROCESSING OF PERSONAL DATA

2.1. The Operator collects and stores only those Personal Data that are necessary for the provision of Services by the Operator and interaction with the User.

2.2. Personal data may be used for the following purposes:

2.2.1 provision of Services to the User;

2.2.2 User identification;

2.2.3 user interaction;

2.2.4 sending advertising materials, information and requests to the User;

2.2.5 conducting statistical and other research;

2.3. The Operator also processes the following data:

2.3.1 last name, first name and patronymic;

2.3.2 email address;

2.3.3 phone number (includingmobile).

2.4. The User is prohibited from specifying personal data of third parties on the Site(except for the condition of representing the interests of these persons, having documentary confirmation of such actions by third parties).

**3. PROCEDURE FOR PROCESSING PERSONAL AND OTHER DATA**

3.1. The Operator undertakes to use Personal Data in accordance with the Law "On Personal Data" of the Republic of Kazakhstan and internal documents of the Operator.

3.2. With respect to Personal Data and other User Data, their confidentiality is maintained, except in cases when the specified data is publicly available.

3.3. The Operator has the right to keep an archived copy of Personal Data.

The Operator has the right to store Personal Data and Data on servers outside the territory of the Republic of Kazakhstan.

3.4. The Operator has the right to transfer Personal Data and User Data without the User's consent to the following persons:

3.4.1 state bodies, including bodies of inquiry and investigation, and local self-government bodies upon their reasoned request;

3.4.2 in other cases directly stipulated by the current legislation of the Republic of Kazakhstan.

3.5. The Operator has the right to transfer Personal Data and Data to third parties not specified in clause 3.4. of this Privacy Policy in the following cases:

3.5.1 The User has expressed his consent to such actions;

3.5.2 the transfer is required as part of the User's use of the Site or provision of Services to the User;

3.6. The Operator performs automated processing of Personal Data and Data.

**4. PERSONAL DATA PROTECTION**

4.1. The Operator ensures proper protection of Personal and other Data in accordance with the Legislation and takes necessary and sufficient organizational and technical measures to protect Personal Data.

4.2. The applicable security measures also allow protecting Personal Data from unauthorized or accidental access, destruction, modification, blocking, copying, distribution, as well as from other illegal actions of third parties with them.

**5. OTHER PROVISIONS**

5.1. This Privacy Policy and relations between the User and the Operator arising in connection with the application of the Privacy Policy are subject to the law of the Republic of Kazakhstan.

5.2. All possible disputes arising out of this Agreement are subject to resolution in accordance with the current legislation at the place of registration of the Operator.

Before applying to the court, the User must comply with the mandatory pre-trial procedure and send the Operator a corresponding claim in writing. The time limit for responding to a claim is 30 (thirty) business days.

5.3. If for any reason one or more provisions of the Privacy Policy are found to be invalid or unenforceable, this does not affect the validity or applicability of the remaining provisions of the Privacy Policy.

5.4. The Operator has the right to change the Privacy Policy at any time (in whole or in part) unilaterally without prior approval from the User. All changes take effect from the moment it is posted on the Site.

5.5. The User undertakes to independently monitor changes to the Privacy Policy by reviewing the current version.

5.6. All suggestions or questions regarding this Privacy Policy should be reported by email aapartnerskazakhstan@gmail.com or byphone: 87011701153