PERSONAL DATA PROCESSING POLICY

1. **General Provisions**

1.1. This Regulation on the processing of personal data (hereinafter referred to as the Regulation) has been developed in accordance with the Law of the Republic of Kazakhstan dated May 21, 2013 No. 94-V "On personal data and their protection" (hereinafter referred to as the Law) and regulates the processing of personal data collected through the website www . interfax . kz (hereinafter referred to as the Site), owned by Interfax-Kazakhstan Information Agency LLP (hereinafter referred to as the Operator).

1.2. These Regulations define:

• purposes and legal grounds for processing personal data;

• list of data processed;

• procedure for obtaining consent;

• conditions for transferring data to third parties;

• measures to ensure the security of personal data;

• rights of personal data subjects.

1.3. The Operator processes only those personal data that are voluntarily provided by Site users when filling out the feedback form.

2. **Basic terms and definitions**

2.1. Personal data is information related to a specific or determinable individual (subject of personal data).

2.2. Processing of personal data is any action with personal data, including collection, storage, use, and destruction.

2.3. Operator – a legal entity that owns the Site and processes the personal data of users.

2.4. Personal data subject – an individual who has provided their data through the Website.

3. **Purposes and legal basis for processing**

3.1. Purposes of processing:

• processing and responding to requests submitted via the feedback form;

• sending a newsletter to the user.

• ensuring the operation of the Site and improving its functionality (using cookies).

3.2. The legal basis for processing is the consent of the personal data subject, expressed when submitting the form.

4. **List of processed data**

4.1. The Operator processes the following personal data of users:

- Full name;
- phone number;
- Email address.
- job title
- organization , ,
- city,
- country,
- telephone,
- email .

4.2. The operator **does not process** special categories of data (biometrics, health, passport data, IIN, etc.).

5. **Procedure for obtaining consent**

5.1. The user consents to the processing of personal data by clicking the "Submit" button before submitting the questionnaire.

5.2. Submitting the questionnaire without providing consent is not possible.

6. **Transfer to third parties**

Transfer to third parties is permitted only with the consent of the subject or in cases stipulated by the legislation of the Republic of Kazakhstan.

7. **Security measures**

7.1. The Operator takes all necessary measures to protect personal data, including:

• protection of data transmission channels (SSL/TLS);

• restricting access to personal data among employees;

• control over data processing.

8. **Rights of personal data subjects**

8.1. The User has the right to:

• receive information about the processing of his data;

• request correction or deletion of data by sending a request to the Operator's email ;

• revoke consent to processing by sending a notice.

9. **Appealing the processing of personal data**

9.1. In case of violation of rights, the subject may file a complaint with **the Committee for the Protection of Personal Data of the Ministry of Digital Development, Innovation and Aerospace Industry of the Republic of Kazakhstan** .

10. **Final Provisions**

10.1. These Regulations shall come into force from the moment they are posted on the Website.

10.2. The Operator has the right to change the Regulations by publishing the current version on the Website.

10.3. Continued use of the Site after changes have been made constitutes the user's consent to the new version of the Regulations.