

DATA USAGE POLICY

"Data Usage Policy" is a document defining the order of processing, systematization and disclosure of information provided by Users of the Site to the Administrator, including personal information of Users, as well as information about implemented requirements to personal information security.

1. GENERAL TERMS

- 1.1. After passing of procedure of the registration on the Site specified in section 2 of the Agreement, the User receives the accounting entry (account).
- 1.2. Being registered on the Site, the User agrees to process of his personal information.
- 1.3. Personal information means the uploaded by the User when passing procedure of registration on the Site, personal information which includes:
 - User's name and surname;
 - User's e-mail address;
 - the password to access User account on the Site;
 - information for making payments on the Site, such as: the User's whereabouts address (the country, the city, the street, the house, the apartment or office), the company name (legal entity) which is represented by the User.

The administrator has the right to request of the User only that information which is necessary for the purposes specified in Section 3 of this document.

- 1.4. Any personal information uploaded by the User on the Site is perceived by the Administrator "as is" and is not subject to preliminary check regarding reliability. The User takes personal responsibility for reliability of information provided on the Site.
- 1.5. Modeling (hereinafter – Modeling) is the process of creation of virtual volume models of the interior objects allowing to imagine most precisely the form, the size, texture of the object, to estimate outer look and ergonomics of the product. Modeling is the tool for the construction organizations, interior design studios, jeweler workshops, industrial enterprises preparing new products for production. The User has the right to leave orders to the Administrator for Modeling by means of the Site services.
- 1.6. Information on the Site is placed on the User's choice in Russian or in language of the User's country. Latin letters can be used at the indication of data on the Site.
- 1.7. Information disclosed on the Site should be available within 24 hours to the Site Administrator to familiarize with free of charge and without other restrictions.
- 1.8. The administrator shall be entitled to change (adjust) the disclosure or user-provided prior information if he has reasons to believe that such information is unreliable.
- 1.9. When disclosing or providing information the Administrator shall follow the requirements of ensuring confidentiality according to article 7 of the Federal law of 01.07.2006 No. 152-FL "On personal data" and measures for security of personal data at their processing, according to article 19 Federal law of 01.07.2006 No. 152-FL "On personal data".

2. SERVICES OF THE SITE

- 2.1. Different Site services (functional features) are available to the visitor, the Site User, and also the User who has given information for making payments on the Site.
- 2.2. The visitor uses the Site with the following restrictions:
 - 2.2.1. The visitor cannot download free 3D models of the interior;
 - 2.2.2. The visitor can create the project of the interior without possibility of its saving (when closing the Site pages, the Visitor receives the relevant notice);
 - 2.2.3. The visitor cannot save/print the collage created on the Site;
 - 2.2.4. When attempting to download any interior 3D models on the Site, the registration window emerges to the Visitor.
- 2.3. The User uses the Site with the following restrictions:

- 2.3.1. The User can download free 3D models of the interior;
 - 2.3.2. The User can create limited number of projects (the available number is determined by the Administrator);
 - 2.3.3. The User can save and print the determined by the Administrator number of the created collages a month. When attempting to download the collage if the set limit is exceeded, the reminder on the rates operating on the Site emerges;
 - 2.3.4. The User cannot download paid 3D models of the interior;
 - 2.3.5. The User can leave orders for Modeling.
- 2.4. The User who paid the corresponding rate uses the Site with the following restrictions:
 - 2.4.1. The User can download free 3D models of the interior and the scene;
 - 2.4.2. The User can create limited to the selected rate number of projects;
 - 2.4.3. The User can save and print the collage;
 - 2.4.4. The User can download the number of paid 3D models of the interior according to the selected rate;
 - 2.4.5. The User can leave orders for Modeling.
- 2.5. When the User interacts with paid services of the Site, there is an automatic check of means of payment on his account in the accounting entry. If money is not enough for making payments on the Site, the User receives the offer to recharge (to prolong the rate). After making payment to the User within 5 minutes, from the moment of transfer of money into the account in the accounting entry the paid services of the Site are available.

3. DATA PROCESSING PURPOSE

- 3.1. Processing of personal information is based on the principles of law and justice; processing only of such information which meets the purposes of its processing; correlation of the content and volume of the processed information to the stated purposes of processing.
- 3.2. Processing of personal information is performed to fulfill obligations by the Contractor according to the Offer and by the Administrator under the Agreement, i.e. ensure the full functioning of the Site, its correlation to the purposes declared in the preamble of the Agreement.
- 3.3. Information processing about the User's e-mail is performed for the purpose of:
 - 3.3.1. account creation, authorization of the User on the Site;
 - 3.3.2. recovery and change of the password to access the User account;
 - 3.3.3. directing to the User information, such as notifications on changes in work of the Site services, notifications on updating of the Site services, information on discounts and events, about reports on use of means on the Site, and also for the directing by the Site Administrator of any other information necessary for the Site use, including the ad info.
- 3.4. Information on the name, surname of the User is processed for the purpose of User identification on the Site, personalization of providing the Site services.
- 3.5. Processed personal information shall not be excessive in relation to stated purposes of its processing.

4. DATA TRANSFER AND DELETION

- 4.1. The User agrees that when completing his registration form on the Site, adding of information to his accounting entry (Account), as well as to elsewhere in the use of the Site services, such information becomes available to the Site Administrator, and the User does not object to such access.
- 4.2. The Administrator does not collect, store and process the data of the User's bank cards. The Administrator is convinced that the www .chronopay.com service (JSC HRONOPEY) through which the payment of the Contractor services is made according to the Offer, provides reliable personal information security. The User undertakes to examine of data usage policy of JSC HRONOPEY independently on the site www .chronopay.com.
- 4.3. The Administrator transfers the User's personal information in cases, provided for by the legislation of the Russian Federation and by international agreements.

- 4.4. Giving Users' personal information at the request of state bodies (local governments) is performed as it should be, in accordance with the legislation of the Russian Federation.
- 4.5. Information published on the Site by the User is stored during all term of the Site use, and when User's account is deleted - within the period determined by the Administrator, but no more 7 (work days) from the moment of deletion of the corresponding account. Upon the User's notification sent to the Administrator, the User's personal information should be deleted within 7 (work days) days from the moment of receipt of such notification by the Administrator.

5. DATA PROCESSING SECURITY

- 5.1. The Administrator takes technical and organizational legal measures in order to protect Users' personal information from illegal or accidental access to it, destruction, change, blocking, copying, distribution, and also from other illegal actions.
- 5.2. To ensure the security of personal information the Administrator takes the following measures:
 - risks of personal information security at its processing on the Site are defined; - organizational and technical measures for security of personal information at its processing on the Site are applied;
 - the information security products which have passed in the prescribed manner the compliance assessment procedure are applied;
 - efficiency evaluation of the taken measures for personal information security is carried out; - the procedures aimed at identifying of the facts of unauthorized access to personal information are taken;
 - the restoration of personal information modified or destroyed as a result of unauthorized access to it is made;
 - rules of access to personal information processed on the Site are established and also registration and accounting of all actions committed with personal information on the Site are provided;
 - constant control over the taken measures for personal information security is exercised.
- 5.3. The administrator shall not be liable for the actions of third parties that have access to the User personal information as a result of unauthorized access to the Site.

6. FINAL PROVISIONS

- 6.1. This document is publicly available; its current version is always located on the Site at the link
– <http://cgport.com/en/about/documents/>
- 6.2. Monitoring of compliance with the requirements of this document is exercised by the Administrator – the responsible person for personal information security.
- 6.3. All disagreements and disputes arising in connection with use of the User personal information shall be settled in the manner provided by the current legislation of the Russian Federation.
- 6.4. "Data Usage Policy" is the integral part of the Agreement published on the Site.

Previous versions of the document: from May 16, 2016. valid until: July 1, 2017

The valid of this document: until the December 31, 2018