

Personal Data Processing Policy

Effective date: 05.08.2026

1. General Provisions

This Personal Data Processing Policy (the "Policy") is developed in accordance with Federal Law No. 152-FZ "On Personal Data" dated 27 July 2006 and sets out the policy of "Rustrans Group" LLC, INN 7842191133 (the "Operator") regarding the processing of personal data.

The purpose of this Policy is to ensure the protection of the rights and freedoms of the data subject when processing their personal data, including the protection of the right to privacy and personal and family confidentiality.

2. Basic Definitions

Personal data — any information relating directly or indirectly to an identified or identifiable natural person (the data subject).

Processing of personal data — any action (operation) or set of actions (operations) performed on personal data, with or without the use of automation tools, including collection, recording, systematization, accumulation, storage, clarification, extraction, use, transfer (dissemination, provision, access), depersonalization, blocking, deletion, or destruction of personal data.

Operator — a legal entity that independently or jointly with others organizes and/or carries out the processing of personal data.

Data subject — the natural person to whom the personal data being processed relates.

3. Categories of Data Subjects

The Operator processes personal data of the following categories of subjects: users of the rustrans-gr.ru website who submit an inquiry via the contact form; representatives of legal entities that are counterparties or prospective clients of the Operator.

4. Categories of Personal Data Processed

The Operator processes the following personal data: first and last name; email address; the content of the inquiry; technical data automatically transmitted when using the website (IP address, cookie data, browser data).

The Operator does not process special categories of personal data (information on racial or ethnic origin, political views, health, etc.) or biometric personal data of subjects.

5. Purposes and Legal Grounds for Processing

Personal data is processed for the purpose of reviewing inquiries submitted by data subjects via the contact form, providing services, and communicating with the subject.

The legal grounds for processing personal data are the consent of the data subject to the processing of their personal data, as well as Article 6 of Federal Law No. 152-FZ "On Personal Data".

6. Conditions of Processing and Transfer to Third Parties

Personal data is processed with the consent of the data subject to the processing of their personal data.

The Operator may entrust the processing of personal data to a third party with the consent of the data subject, unless otherwise provided by federal law, on the basis of an agreement concluded with that party. A party processing personal data on behalf of the Operator is required to comply with the principles and rules for processing personal data established by Federal Law No. 152-FZ.

The Operator does not carry out cross-border transfer of personal data to foreign states, except in cases expressly provided for by the legislation of the Russian Federation.

7. Processing and Storage Periods

Personal data is processed until the purposes of processing are achieved, the data subject withdraws their consent, or the storage period established by the legislation of the Russian Federation expires.

8. Rights of the Data Subject

The data subject has the right to receive information regarding the processing of their personal data, to request clarification, blocking, or destruction of their personal data in cases provided for by law, and to withdraw consent to the processing of their personal data.

To exercise these rights, the data subject may send a corresponding request to the email address specified in Section 10 of this Policy.

9. Personal Data Security Measures

The Operator takes the necessary legal, organizational, and technical measures to protect personal data from unauthorized or accidental access, destruction, modification, blocking, copying, provision, dissemination, and other unlawful actions with respect to personal data, in accordance with the requirements of Federal Law No. 152-FZ and the regulations adopted pursuant to it.

10. Final Provisions and Contact Information

The Operator may amend this Policy. The current version of the Policy is published on the rustrans-gr.ru website.

For questions regarding the processing of personal data, the data subject may contact: 197101, Saint-Petersburg, Petrogradskaya Embankment, 36A, Floor 3, Office 304, or by email: info@rustrans-gr.ru.