

Personal data privacy policy

This privacy Policy of personal data (hereinafter – the privacy Policy) applies to all information that the site of the City tourist information Bureau (hereinafter – Gtib) located on the domain name ispb.info (as well as its subdomains), can get information about the User while using the site ispb.info (as well as its subdomains), its programs, and its products.

1. Definition of terms

1.1 this privacy Policy uses the following terms:

1.1.1. "Site administration" (hereinafter – Administration) – authorized employees on site management of Urban tourist information Bureau, who organize and (or) perform handling of personal data and also determines the purpose of processing personal data, the scope of personal data to be processed, actions (operations) committed with personal data.

1.1.2. "Personal data" means any information relating to a directly or indirectly defined or identifiable individual (subject of personal data).

1.1.3. "Personal data processing" means any action (operation) or set of actions (operations) performed with or without the use of automation tools with personal data, including collection, recording, systematization, accumulation, storage, clarification (update, change), extraction, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, destruction of personal data.

1.1.4. "Confidentiality of personal data" is a mandatory requirement for the Operator or other person who has gained access to personal data not to allow their distribution without the consent of the subject of personal data or the presence of other legal grounds.

1.1.5. "City tourist information Bureau website" is a set of related web pages placed on the Internet at a unique address (URL): ispb.info, as well as its subdomains.

1.1.6. "Subdomains" are pages or a set of pages located on the third-level domains belonging to the site Urban tourism-

information office, as well as other temporary pages, at the bottom of which the contact information of the Administration is indicated

1.1.5. "User of the City tourist information Bureau website" (hereinafter referred to as the user) is a person who has access to the City tourist information Bureau website via the Internet and uses the information, materials and products of the City tourist information Bureau website.

1.1.7. "Cookies" — a small piece of data sent by a web server and stored on the user's computer, which the web client or web browser sends to the web server each time in an HTTP request when trying to open a page of the corresponding site.

1.1.8. "IP address" is a unique network address of a node in a computer network through which the User gets access to the Gtib.

2. Generalities

2.1. The use of the City tourist information Bureau website by the User means acceptance of this privacy Policy and the terms of processing of the User's personal data.

2.2. In case of disagreement with the terms of the privacy Policy, the User must stop using the site of the City tourist information office .

2.3. This privacy Policy applies to the City tourist information office website. Gtib does not control and is not responsible for third-party sites to which the User can click on the links available on the site of the City tourist information Bureau.

2.4. The administration does not verify the accuracy of personal data provided by the User.

3. Subject of the privacy policy

3.1. This privacy Policy establishes the obligations of the Administration for non-disclosure and protection of the confidentiality of personal data that the User provides at the request of the Administration when registering on the site of the City tourist information Bureau or when subscribing to the information e-mail newsletter.

3.2. Personal data allowed to be processed under this privacy Policy is provided by the User by filling out forms on the website of the City tourist information office and includes the following information:

3.2.1. last name, first name, patronymic of the User;

3.2.2. User's contact phone number;

3.2.3. e-mail address (e-mail)

3.3. Gtib protects Data that is automatically transmitted when you visit pages:

-IP address;

- information from cookies;

-information about the browser

-access time;

- referrer (address of the previous page).

3.3.1. Disabling cookies may make it impossible to access parts of the site that require authorization.

3.3.2. Gtib collects statistics about the IP addresses of its visitors. This information is used to prevent, detect, and resolve technical problems.

3.4. Any other personal information not mentioned above (browsing history, used browsers, operating systems, etc.) is subject to safe storage and non-proliferation, except as provided in clause 5.2. this privacy policy.

4. Purpose of collecting user's personal information

4.1. The administration May use the User's personal data for the purposes of:

4.1.1. Identification of the User registered on the site of the City tourist information Bureau for further authorization.

4.1.2. Providing the User with access to the personalized data of the site of the City tourist information Bureau.

4.1.3. Establishing feedback with the User, including sending notifications, requests related to the use of the site City tourist information Bureau, processing requests and requests from the User.

4.1.4. Determine the location of the User to ensure security, prevent fraud.

4.1.5. Confirmation of the accuracy and completeness of personal data provided by the User.

4.1.6. Create an account to use parts of the site City tourist information Bureau, if the User has agreed to create an account.

4.1.7. The User is notified by e-mail.

4.1.8. Providing the User with effective technical support in case of problems related to the use of the site of the City tourist information Bureau.

4.1.9. Providing the User with the consent of special offers, newsletters and other information on behalf of the site City tourist information Bureau.

5. Methods and terms of processing personal information

5.1. Processing of personal data of the User is carried out without limitation of time, in any lawful way, including in information systems of personal data with use of means of automation or without use of such means.

5.2. The User's personal data may be transferred to the authorized state authorities of the Russian Federation only on the grounds and in accordance with the procedure established by the legislation of the Russian Federation.

5.3. In case of loss or disclosure of personal data, the Administration has the right not to inform the User about the loss or disclosure of personal data.

5.4. The administration takes the necessary organizational and technical measures to protect the User's personal information from unauthorized or accidental access, destruction, modification, blocking, copying, distribution, as well as from other illegal actions of third parties.

5.5. The administration together with the User takes all necessary measures to prevent losses or other negative consequences caused by the loss or disclosure of personal data of the User.

6. Rights and obligations of the parties

6.1. The user has the right to:

6.1.1. Make a free decision to provide your personal data necessary for the use of the site City tourist information Bureau, and give consent to their processing.

6.1.2. Update, Supplement the provided information about personal data in case of changes in this information.

6.1.3. The user has the right to receive information from the Administration regarding the processing of his personal data, if such right is not restricted in accordance with Federal laws. The user has the right to require the Administration to clarify his personal data, block them or destroy them if the personal data is incomplete, outdated, inaccurate, illegally obtained or not necessary for the stated purpose of processing, as well as to take measures provided by law to protect their rights. To do this, it is enough to notify the Administration at the specified E-mail address.

6.2. The administration is obliged to:

6.2.1. Use the information obtained exclusively for the purposes specified in clause 4 of this privacy Policy.

6.2.2. To ensure that confidential information is kept secret, not to disclose without the prior written permission of the User, as well as not to sell, exchange, publish, or disclose in other possible ways the transferred personal data of the User, except for paragraph 5.2. this privacy policy.

6.2.3. Take precautions to protect the confidentiality of the User's personal data in accordance with the procedure normally used to protect this kind of information in existing business transactions.

6.2.4. To block the personal data related to the relevant User from the moment of the user's request or request, or his legal representative or authorized body for the protection of the rights of personal data subjects for the period of verification, in case of detection of false personal data or illegal actions.

Responsibility of parties

7.1. The administration, which has not fulfilled its obligations, is responsible for the losses incurred by the User in connection with the illegal use of personal data, in accordance with the legislation of the Russian Federation, except for the cases provided for in clause 5.2. and 7.2. this privacy

policy.

7.2. In case of loss or disclosure of Confidential information, the Administration is not responsible if this confidential information:

7.2.1. Became public domain before it was lost or disclosed.

7.2.2. Was received from a third party before it was received by the Resource Administration.

7.2.3. Was disclosed with the consent of the User.

7.3. The user is solely responsible for compliance with the requirements of RF legislation, including laws on advertising, on protection of copyright and related rights, protection of trademarks and service marks, but is not limited to, including full responsibility for the content and form of materials.

7.4. The user acknowledges that the responsibility for any information (including, but not limited to: data files, texts, etc.) to which he may have access as part of the site of the City tourist information office is borne by the person who provided such information.

7.5. The user agrees that the information provided to him as part of the site of the City tourist information Bureau may be an object of intellectual property, the rights to which are protected and belong to other Users, partners or advertisers who place such information on the site of the City tourist information Bureau.

The user may not modify, lease, loan, sell, distribute, or create derivative works based on such Content (in whole or in part), unless such actions have been expressly authorized in writing by the owners of such Content in accordance with the terms of a separate agreement.

7.6. In relation to text materials (articles, publications that are in free public access on the site of the City tourist information Bureau), their distribution is allowed, provided that a link to the Gtib is given.

7.7. The administration shall not be liable to the User for any loss or damage incurred by the User as a result of the deletion, failure or inability to save any Content and other communication data contained on the site of the City tourist information Bureau or transmitted through it.

7.8. The administration is not responsible for any direct or indirect losses that occurred due to: the use or inability to use the site or individual services; unauthorized access to User communications; statements or behavior of any third party on the site.

7.9. The administration is not responsible for any information posted by the user on the site of the City tourist information Bureau, including, but not limited to: information protected by copyright, without the Express consent of the copyright owner.

8. Dispute resolution

8.1. Before applying to the court with a claim for disputes arising from the relationship between the User and the Administration, it is mandatory to submit a claim (a written proposal or an electronic proposal for a voluntary settlement of the dispute).

8.2. The recipient of the claim within 30 calendar days from the date of receipt of the claim, in writing or electronically notifies the claimant of the results of the claim review.

8.3. If no agreement is reached, the dispute will be referred to the Arbitration court of St. Petersburg.

8.4. The current legislation of the Russian Federation applies to this privacy Policy and the relations between the User and the Administration.

9. Additional condition

9.1.The administration has the right to make changes to this privacy Policy without the User's consent.

9.2.The new privacy Policy comes into force from the moment it is posted on the website of the City tourist information Bureau, unless otherwise provided by the new version of the privacy Policy.

9.3.Any suggestions or questions regarding this privacy Policy should be reported to: service@ispb.info

9.4.The current privacy Policy is available on the page at <http://ispb.info/politika.html>

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