

PRIVACY POLICY

Pursuant to this Privacy Policy we inform you that “ITFreelance” limited liability company, payer’s identification number 193565459, office №298, 138 Maksima Bogdanovicha street, Minsk, Belarus (hereinafter the Company), processes your personal data provided by you during registration and (or) using <https://itfreelance.by> (hereinafter the Website). We clarify your rights related to personal data processing as well as execution of such rights.

Personal data processing by the Company includes collection, systematization, storage, use, blocking, depersonalization, distribution and providing of personal data.

This Privacy Policy is an integral part of the Agreement. All the terms used in this Privacy Policy must have the same meaning as in the Agreement (if other not applicable to this Privacy Policy).

Providing your personal data to the Company are performed on a voluntary basis. The Company does not provide personal data to the third parties, except cases comply with the laws and (or) stated in the Privacy Policy. In case disagreement with the Privacy Policy you should stay away from using the services of the Company.

The basis for personal data processing is the consent of the User (except cases stated by the laws of the Republic of Belarus, when personal data processing is carried out without this consent).

By using the Website the User gives consent for personal data processing given to the Company and expresses full consent with the conditions of the present Privacy Policy.

Refusal of the User to give consent for personal data processing gives the Company the right to deny personal data owner in getting access to the Service available during the usage of the Website.

The List of Personal Data Collected and Processed by the Company

Personal Data you provide to the Company during the usage of the Service as the Customer and (or) the Contractor:

1. Mobile telephone number and e-mail provided by the User during Account’s registration. This data are hidden and used only for fulfillment of the work of the Website Service.
2. Last name, first name, second name (if available), gender, date birth, country and city (place of residence) of the User. Last name, first name and the city (place of residence) are opened to public and displayed on the Website.
3. Any text, graphic, binary information that the User saves on the Service during creating of the Projects, profile of the Account and during communication via integrated chats of the Service with other users.

Personal data collected by the Service automatically:

1. IP-address, time and date during registration of the User’s Account.
2. IP-address, time and date Website’s session of the User.
3. Browser information that is used for surfing Website’s pages.

The Aim of Collection and Processing Personal Data by the Company

Collected personal data may be or are used by the Company for the Website's work and its Service fulfillment in the following cases:

1. Creation of the User's Account during registration process on the Website. For this purpose the User provides one's mobile telephone number. Confirmation code in SMS is sent to this telephone number and confirms ownership of this telephone to the User. After code setting and Service's verification the User is considered to be registered on the Website. Telephone number and e-mail are used by the User as login during Website authentication.
2. Telephone number and e-mail provided are used by the Company for data protection that the User saves on the Website. At the same time responsibility for password security to the User's Account access lays on the User oneself.
3. User's identification for providing precise information on one's personality in order to fulfill transaction transparence for other Users that they make with each other without involving the Company.
4. User's profile setup during service using by the Customer.
5. User's profile setup during service using by the Contractor.
6. Creation, edition, removal of the User's Projects while using service of the Customer.
7. Response to published Customer's Projects by the Contractor.
8. Communication between the Customer and the Contractor via private messages in chat that is made after sending response to the Project from the Contractor created by the Customer.
9. Choice of the Contractor for Project fulfillment by the Customer.
10. Preferable Project categories setup the Contractor wants to see in Projects' public ribbon.
11. Changes in notification settings that may come during Website usage. Notifications may be both as commercial as technical and made via SMS or e-mail. The User has the ability to refuse messaging on related Website page.
12. Shopping list browsing that is made by the User for the Service extending.
13. Completed orders browsing during the Contractor's profile using.
14. Password reset to the User's Account access.
15. Access restart to the Account via SMS with password sending to the telephone number stated during registration or via e-mail with password sending stated during registration.
16. The Company uses not personalized data of the Users with analytical aims for Service optimization and improvement.
17. Personal data may be used for legal disputes processing and resolving, request fulfillment from police authorities and other state authorities and organizations as well as for compliance with law.

During personal data processing, the Company is ruled by the following criteria:

1. Personal data usage is a necessary condition for the Service providing by the Company and fulfillment of public Agreement. Website Service can be insured only if the User provides personal data.
2. Personal data are essential to comply with the law of the Republic of Belarus.
3. Collection of personal data are maintained by the Company to protect rights and legal interests of the Company, to prevent fraud of the Users or third parties and to improve the work of the Service.

Personal Transfer to the Third Parties

Personal data transfer to the third parties may be carried out:

1. To external service suppliers used by the Company for providing service on Website work (SMS sending system, fraud identification and prevention and other). At this time external service suppliers are obliged to comply with confidentiality, to take care of personal data protection and have no right to use personal data for other purposes different from the stated by the Company or in accordance with agreements made between the Company and external service suppliers.
2. To police authorities or other state authorities or organizations. The Company provides personal data to the extent required according to legislation or necessary to fraud prevention, detection or suppression, or if the Company must provide data otherwise. The Company may provide personal data to appropriate authorities or organizations for its rights protection or legal interests as well as rights protection and legal interests of its business partners.

Personal Data Protection by the Company

The Company uses technical and physical restrictions in order to prevent unauthorized access to personal data and their illegal usage. Access to telephone number, e-mail, IP-addresses, Website visit date and time, browser information have only personnel of the Company authorized to control the work of the Service. At the same time Last name, Name, country and city of the User are public for all Users of the Website.

TLS, SSL technologies, data encryption and secure link are used to protect personal data.

Personal data storage is fulfilled during the term necessary to use Website Service, comply with the laws, settle disputes and other purposes that allow the Company do business including detection and prevention of fraud or other illegal actions.

Personal Data Transfer Control to the Company

You as Website User fulfill total control for personal data transfer to the Company. Except data that are collected by the Service automatically.

Control process for personal data transfer is carried out after authentication on relevant area of the User's personal page on the Website.

You may change personal data on your own. For this purpose you should be authenticated as your Account, then make changes in your personal data within sections allowed by the System.

You have the right to call for termination of usage and processing of your personal data by the Company. At the same time in order to stop collecting data automatically you are obliged to stop using the Website, visit the Website as anonymously as after your Account authentication.