

**Approved by a resolution
of the Board of Directors of PJSC Uralkali
(Minutes No. 438 dated 29 December 2023)**

The Personal Data Processing Policy of PJSC Uralkali

1. General provisions

1.1 This personal data protection policy (the Policy) of PJSC Uralkali (the Company or the Operator) was developed in accordance with the requirements of Federal Law dated 27 July 2006 No. 152-FZ “On personal data” (the 152-FZ Law) in order to ensure the protection of rights and freedoms of personal data subjects if and when their personal data is processed by the Company.

1.2 This Policy defines the basic principles and conditions for the processing and protection of personal data in the Company.

1.3 The Policy applies to all personal data subjects whose personal data is processed by the Company.

1.4 Personal data subjects can review this Policy on the Company’s official website.

1.5 The provisions of this Policy are the basis for personal data processing activities including for the development of internal regulations on processing and protection of personal data in the Company.

1.6 If certain provisions of this Policy conflict with the current legislation on personal data, the provisions of the current legislation shall apply.

1.7 The terms and definitions used in this Policy have the same meaning as in the 152-FZ Law.

1.8 This Policy remains valid until its new version (if any) is developed and approved.

2. Rights of personal data subjects

2.1 The personal data subjects have the right to:

- receive information about processing of their personal data;
- request that the Company updates their personal data, or blocks or destroys it if the personal data is incomplete, outdated, inaccurate, was illegally obtained or is not necessary for the stated purpose of processing, as well as to take legally prescribed measures to protect their rights;

- access their personal data except when otherwise provided for by the federal law;

- at any time, fully or partially, withdraw their consent previously given to the Company for the processing of personal data and/or to request to the Company to stop processing the personal data. The rights specified in this paragraph can be exercised by sending a written request to the Company;

- contact the Company in order to exercise and protect their rights and legitimate interests at the addresses indicated below:

63, Pyatiletki Street, Berezniki, 618426, Perm Region, Russia;

E-mail: pdn@uralkali.com

- challenge actions or inaction of the Company before a competent authority or in court;

- protect their rights and legitimate interests, including loss and/or emotional distress damages in court;

- exercise other rights provided for by Russian legislation.

2.2 The Company does not take decisions based solely on automated processing of personal data that give rise to legal consequences in relation to personal data subjects or that otherwise affect their rights and legitimate interests.

3. Personal data processing purposes, composition, processing and storage methods and terms, destruction procedure

3.1 The processing of personal data by the Company is limited to the achievement of specific, predetermined and legitimate purposes. Processing of personal data for other purposes is not permitted.

3.2 For each purpose of processing of personal data, the Company has determined:

- relevant categories and list of personal data processed;

- categories of subjects whose personal data is processed by the Company;

- methods and timing of processing and storage of personal data;

- procedure for destruction of personal data.

3.3 The purposes of processing of personal data, categories and list of personal data processed, methods and timing of personal data processing and storage, categories of subjects, whose personal data is processed by the Company, are given in Appendix 7 to this Policy.

3.4 Purposes of processing of personal data

3.4.1 The Company processes personal data for the following purposes:

- labour and directly related relations;
- recruitment;
- personnel training and development;
- social motivation of personnel;
- development of corporate culture;
- occupational health and safety;
- mobility of the operator's activities;
- information and communication support of the operator's activities;
- information and technological support of the operator's activities;
- safety of the operator's activities;
- provision of accommodation services;
- provision of health resort services to employees and third parties;
- provision of cultural, recreational, fitness and healthcare services;
- provision of advanced and occupational training;
- civil contracts;
- exercise of rights, compliance with prohibitions and performance of functions, powers and duties by the Company;
- efficiency and sustainability of the operator's activities;
- labour-related social partnership;
- socially significant informational, cultural, educational activities;
- corporate governance;
- interaction within Uralchem Group and Uralkali Group.

3.5 Categories of personal data subjects

3.5.1 The Company processes personal data of the following categories of personal data subjects:

- current employees;
- dismissed employees;
- relatives of employees;
- funeral arrangers;
- representatives of employees;
- persons who contacted ethical commissioners;
- heirs;
- beneficiaries;
- employees of Uralchem Group;
- participants of the youth and volunteer movement;
- participants of events;
- employees of counterparties;
- students (trainees);
- visitors;
- drivers;
- counterparties;
- representatives of counterparties;
- guests;
- persons who contacted the Call Centre or the question & answer service or the feedback service;
- mobile app users;
- authorised mobile app users;
- authorised limited access mobile app users;
- veterans of Uralkali Group;
- website users;
- newsletter recipients;
- event participants (investors);
- persons who contacted the hotline;
- bidders;
- users who left their feedback;
- participants of competitions (on social media);

- clients;
- patients;
- representatives of educational institutions;
- candidates for employer-sponsored education;
- parents (legal representatives);
- message senders;
- applicants;
- representatives of applicants;
- representatives of the Operator;
- defendants;
- representatives of defendants;
- debtors;
- witnesses;
- convicts;
- experts;
- collectors;
- consultants;
- innovators;
- authors of intellectual property;
- beneficial owners;
- members of governing bodies;
- holders of securities;
- employees of the Kaliyshchik trade union;
- relatives of employees of the Kaliyshchik trade union;
- researchers;
- former, potential, indirect shareholders of PJSC Uralkali (individuals);
- members of the governing and control bodies of Uralchem Group (individuals);
- heirs of former shareholders;
- counterparties to corporate transactions;
- relatives of counterparties;
- relatives of members of governing bodies;
- members of the board of directors;
- candidates for the Company's bodies;
- members of the revision commission;
- representatives acting on the basis of a power of attorney or agreement, representatives in accordance with the requirements of applicable law;
- employees of subsidiaries;
- dismissed employees of subsidiaries;
- relatives of employees of subsidiaries;
- candidates;
- candidate recommenders;
- other personal data subjects (to ensure the implementation of the processing purposes specified in item 3.4.1 of the Policy).

3.6 List of personal data processed

3.6.1 The list of personal data processed by the Company is determined in accordance with Russian legislation and the Company's internal regulations taking into account the purposes of processing of personal data specified in item 3.4.1 of this Policy.

3.6.2 Special categories of personal data

3.6.2.1 The Company does not process special categories of personal data relating to race, nationality, political views, religious or philosophical beliefs, or intimate life.

3.6.2.2 The Company processes a special category of personal data relating to the health information and criminal records of personal data subjects in accordance with Russian legislation.

3.6.3 Biometric personal data

3.6.3.1 The Company does not process biometric personal data of personal data subjects.

3.7 Methods and means of processing of personal data

3.7.1 The processing of personal data by the Company may or may not involve automation tools and includes collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer

(distribution, provision, access), blocking, deletion, destruction of personal data of subjects whose personal data is processed in the Company.

3.8 Timing of processing and storage of personal data

3.8.1 The timing of processing and storage of personal data for each purpose specified in item 3.4.1 of this Policy are established taking into account compliance with the requirements, including the conditions for processing of personal data, determined by Russian legislation, and/or taking into account the provisions of a contract, a party, beneficiary or guarantor of which is the personal data subject, and/or the consent of the personal data subject to the processing of their personal data, and the processing and storage of personal data does not continue beyond the period required by the specified purposes of processing of personal data, unless otherwise established by Russian legislation.

3.9 Procedure for destroying personal data

3.9.1 The destruction of personal data in the Company is carried out in the following cases:

- achievement of the purpose of processing of personal data or loss of the need to achieve these purposes;
- request of the personal data subject if their personal data is incomplete, outdated, inaccurate, was illegally obtained or is not necessary for the stated purpose of processing;
- expiration of the storage period for personal data established by Russian laws and regulations;
- discovery of unlawful processing of personal data if it is impossible to ensure the legality of the processing of personal data;
- withdrawal by the personal data subject of their consent to the processing of their personal data, if the preservation of personal data is not more required for the purposes of processing of personal data;
- requirement of a competent authority, if the personal data is unreliable or was obtained illegally.

3.9.2 Methods for destroying personal data are determined by the Company's internal regulations depending on the method of processing of personal data and the type of storage medium.

3.9.3 If it is not possible to destroy personal data within the time limits provided for by law, the Company blocks such personal data and ensures their destruction within a period of no more than six months, unless another period is established by federal laws.

4. Personal data processing management

4.1 When processing personal data, the Company is guided by principles and requirements of Russian legislation, this Policy, and other internal regulations of the Company.

4.2 Principles for processing of personal data

4.2.1 The organisation of personal data processing in the Company is based on the following principles:

- processing of personal data on a legal and fair basis;
- limitation of processing of personal data to predetermined and legitimate purposes only;
- processing only the relevant personal data;
- no merging of personal data bases processes for incompatible purposes;
- compliance of the content and volume of processed personal data with the stated purposes of processing of personal data, including preventing the processing of personal data that is excessive in relation to the stated purposes of their processing;
- ensuring the accuracy of personal data, their sufficiency and, where necessary, relevance in relation to the purposes of processing of personal data;
- storage of personal data in a form that makes it possible to identify the personal data subject for not more than what is required by the purposes of their processing, unless a different period for storing personal data is established by Russian legislation, an agreement to which the personal data subject is a party, beneficiary or guarantor;
- destruction or ensuring the destruction of personal data (if the processing of personal data is carried out by another person acting on behalf of the Company) upon achieving the goals of their processing or in the event of the loss of the need to achieve these goals, unless otherwise provided by Russian legislation.

4.3 Conditions for processing of personal data

The conditions for processing of personal data of the subjects specified in item 3.5.1 of this Policy, on the basis of which the processing of personal data in the Company is permitted, are:

- consent of the personal data subject to the processing of their personal data;
- provisions of laws and regulations under which the Company processes personal data;
- participation of a personal data subject in constitutional, civil, administrative, criminal or arbitration proceedings;

- enforcement of a judicial act, act of another body or official in accordance with Russian legislation on enforcement proceedings;
- an agreement to which the personal data subject is a party or beneficiary or guarantor, if the processing of personal data is necessary to conclude the specified agreement or fulfil obligations under the agreement;
- ensuring and/or protecting the life, health or other vital interests of the personal data subject, if obtaining the consent of the personal data subject is impossible;
- rights and legitimate interests of the Company, third parties and other persons or the achievement of socially significant goals, provided that the rights and freedoms of the personal data subject are not violated;
- processing of personal data subject to publication or mandatory disclosure in accordance with Russian legislation.

4.4 Transfer of personal data

4.4.1 The Company may engage third parties for the processing of personal data by entrusting third parties with the processing of personal data and/or by transferring personal data to third parties without entrusting them with the processing of personal data.

4.4.2 The list of third parties to whom the Company transfers personal data or entrusts the processing of personal data, with the exception of the Company's employees, their relatives, employees of Uralkali Group and their relatives, is posted on the official website of the Company.

4.4.3 The same list is also posted on the Company's intranet portal.

4.4.4 The Company transfers personal data to government bodies and organisations within their powers in accordance with Russian legislation.

4.5 Delegation of personal data processing to another person

4.5.1 The Company has the right to entrust the processing of personal data to another person with the consent of the personal data subject, unless otherwise provided by the federal law, on the basis of an agreement concluded with this person.

4.5.2 A person processing personal data on behalf of the Company is obliged to comply with the principles and rules for processing of personal data provided for by the 152-FZ Law, maintain the confidentiality of personal data, and take the necessary measures aimed at ensuring the fulfilment of the duties provided for by the 152-FZ Law.

4.6 Public sources of personal data

4.6.1 For the purpose of information and communication interaction between the Company's employees, employees of Uralkali Group and other persons, the Company has created a publicly accessible source of personal data (an address book).

4.6.2 With the written consent of the personal data subject, the address book includes their full name, birthday (optional), photo (optional), workplace location, office telephone number, organisation, department, and position.

4.7 Transboundary transfer of personal data

4.7.1 The Company may carry out a transboundary transfer of personal data as part of its core business, at the request of the personal data subject or at the legal request of the competent authorities.

4.7.2 Before starting activities for a transboundary transfer of personal data, the Company:

- assesses compliance by the receiving foreign authorities, individuals and legal entities with the personal data confidentiality and security requirements;
- notifies the authorised body for the protection of the rights of personal data subjects of its intention to carry out a transboundary transfer of personal data.

4.8 Database localisation

4.8.1 While collecting personal data, including on the internet, the Company ensures recording, systematisation, accumulation, storage, updating, retrieval of personal data of Russian citizens using databases located in Russia.

4.9 Confidentiality of personal data

4.9.1 The Company does not disclose or distribute personal data to third parties without the consent of the personal data subject, unless otherwise provided by federal law.

4.9.2 The Company ensures the confidentiality of personal data of the personal data subjects on its part, on the part of its employees who have access to personal data of individuals, and also ensures the use of personal data by the above-mentioned persons solely for the purposes specified in item 3.4.1 of the Policy.

4.9.3 Access to personal data processed by the Company is permitted only to persons occupying positions included in the list of positions of PJSC Uralkali, the replacement of which involves the processing of personal data or access to personal data.

5. Processing of personal data on the internet

5.1 The Company uses the following information resources in its activities:

5.1.1 Websites:

- www.uralkali.com;
- www.ar2019.uralkali.com;
- www.infopotash.com;
- www.museum.uralkali.com.

5.1.2 A corporate mobile app.

5.2 More detailed information about the processing and protection of personal data on the information resources through which the Company collects personal data can be found in the Personal Data Confidentiality Regulations of PJSC Uralkali.

5.3 The Personal Data Confidentiality Regulations are posted on the Company's information resources where personal data is collected.

6. Review of messages and/or requests from personal data subjects or their representatives

6.1 In order to comply with the rights and legitimate interests of personal data subjects and requirements for the time frame for processing messages and/or requests, and to ensure the quality and completeness of response to legitimate requests from personal data subjects, the Company has a procedure in place to handle such messages and requests.

6.2 The procedure for handling requests from personal data subjects or their representatives takes the form of the Regulations for responding to messages and/or requests from personal data subjects (their representatives), the Federal Service for Supervision of Communications, Information Technology and Mass Communications.

6.3 Personal data subjects specified in item 3.5.1 of the Policy have the right to receive information regarding the processing of their personal data, including information containing:

- confirmation of the fact of processing of personal data by the Company;
- legal grounds and purposes of processing of personal data;
- purposes and methods of processing of personal data used by the Company;
- name and location of the operator, information about persons (except for the Company's employees) who have access to personal data or to whom personal data may be disclosed on the basis of an agreement with the Company or on the basis of federal law;
- processed personal data related to the relevant personal data subject, the source of their receipt, unless a different procedure for the presentation of such data is provided for by the federal law;
- timing of processing of personal data, including periods of personal data storage;
- information about completed or intended transboundary data transfers;
- fully name and address of the person processing personal data on behalf of the Company, if the processing has been or will be entrusted to such a person;
- the methods by which the Company fulfils its obligations established by Article 18.1 of the 152-FZ Law;
- other information as provided for by Russian legislation.

6.4 Personal data subjects have the right to request that the Company updates their personal data, blocks or destroys it if the personal data is incomplete, outdated, inaccurate, was illegally obtained or is not necessary for the stated purpose of processing, as well as take measures provided by the law to protect their rights.

6.5 The right of personal data subjects to access their personal data may be limited in accordance with federal laws, including if the personal data subjects' access to their personal data violates the rights and legitimate interests of third parties.

6.6 Subjects whose personal data is processed by the Company can receive clarification on the processing of their personal data by contacting the Company directly or sending a request to the postal and e-mail addresses indicated below:

- 63, Pyatiletki Street, Berezniki 618419, Perm region, Russia;
- pdn@uralkali.com.

6.7 The request must contain:

- full name of the personal data subject or their representative;
- ID document data;
- information from the document confirming the authority of the representative;

- information confirming the relations between the personal data subject and the Company (agreement number, date or reference ID), or information otherwise confirming the fact of processing of personal data by the Company;

- purpose of the request;
- signature of the personal data subject or their representative.

6.8 The personal data subject or their representative can use the following request forms:

- to receive information regarding the processing of personal data (Appendix 1 to the Policy);
- to clarify the processed personal data (Appendix 2 to the Policy);
- to destroy processed personal data (Appendix 3 to the Policy);
- to revoke consent to the processing of personal data (Appendix 4 to the Policy);
- to stop processing of personal data (Appendix 5 to the Policy);
- to stop the transfer (distribution, provision, access) of personal data authorised by the personal data subject for distribution (Appendix 6 to the Policy).

6.9 The request can be sent as an electronic document and signed with an electronic signature in accordance with Russian legislation.

6.10 Once the Company receives and confirms authenticity of a message and/or request from a personal data subject, it provides the personal data subject and/or their authorised representative with the requested information as per the form of the request and/or takes other measures depending on the specifics of the request. The information provided by the Company cannot contain personal data belonging to other personal data subjects, except in cases where there are legal grounds for disclosing such personal data.

6.11 The Company has the right to refuse a request by sending a reasoned refusal to the personal data subject (their representative) if the Company has legal grounds for such refusal in accordance with Russian legislation.

6.12 The personal data subject has the right to contact the Company again or send it a repeated request in cases and within the time limits specified by law.

7. Security of personal data

7.1 The Company adopts or ensures the adoption of necessary legal, organisational and technical measures to prevent unauthorised or accidental access to personal data, their destruction, modification, blocking, copying, provision, distribution, as well as from other unlawful actions.

7.2 The security of personal data in the Company is ensured by:

- identifying threats to security of personal data processed in personal data information systems, and applying appropriate organisational and technical protection measures for different levels of personal data security;
- using compliant information security means;
- checking the personal data security solutions before using the personal data information system;
- using computer storage media of personal data;
- detecting instances of unauthorised access to personal data and taking necessary prevention and response measures;
- restoring personal data modified or destroyed due to unauthorised access to it;
- establishing rules for access to personal data processed in the personal data information system, as well as ensuring registration of all actions performed with personal data in the personal data information system;
- monitoring the measures taken to ensure the security of personal data and the level of security of personal data information systems.

8. Liability for violation of the rules for processing and protection of personal data

The Company and its employees involved in the processing of personal data, as well as other violators of the personal data processing and protection rules, may be held liable under Russian legislation.

Request by a personal data subject to receive information regarding the processing of personal data

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Passport:
Information confirming relations with PJSC Uralkali:

REQUEST

In accordance with Article 14 of the Federal Law dated 27 July 2006 No. 152-FZ "On personal data", I hereby request PJSC Uralkali to provide information regarding the processing of my personal data.

List of requested information (*check what is required*):

- Confirmation of the fact of processing of personal data by PJSC Uralkali
- Legal grounds and purposes of processing of personal data
- Purposes and applied methods of processing of personal data
- Name and location of PJSC Uralkali
- Information about persons (except for employees) who have access to personal data or to whom personal data may be disclosed on the basis of an agreement with PJSC Uralkali or on the basis of the federal law
- Processed personal data related to the relevant personal data subject, the source of their receipt, unless a different procedure for presenting such data is provided for by federal law
- Timing for processing of personal data, including storage periods
- The procedure for the exercise by the personal data subject of the rights provided for by the Federal Law dated 27 July 2006 No. 152-FZ "On personal data"
- Information about completed or intended transboundary data transfers
- Name or surname, first name, patronymic and address of the person processing personal data on behalf of PJSC Uralkali, if the processing has been or will be entrusted to such a person
- the methods of fulfilment by PJSC Uralkali of the obligations established by Article 18.1 of this Federal Law
- Other (*specify*):

Additional information:

Date:
Full name:
Signed:

Request by a personal data subject to clarify personal data

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Passport:
Information confirming relations with PJSC Uralkali:

REQUEST

In accordance with Article 20 of the Federal Law dated 27 July 2006 No. 152-FZ “On personal data” and in connection with _____, I hereby request PJSC Uralkali to amend my personal data as follows:

Additional information:

Date:
Full name:
Signed:

Request by a personal data subject to destroy personal data

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Passport:
Information confirming relations with PJSC Uralkali:

REQUEST

In accordance with Article 20 of the Federal Law dated 27 July 2006 No. 152-FZ “On personal data” and in connection with _____, I hereby request PJSC Uralkali to destroy my personal data:

Additional information:

Date:
Full name:
Signed:

Request by a personal data subject to withdraw consent to the processing of personal data

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Passport:
Information confirming relations with PJSC Uralkali:

REQUEST

In accordance with Article 20 of the Federal Law dated 27 July 2006 No. 152-FZ “On personal data” and in connection with ____, I hereby withdraw my previous consent to the processing of my personal data for the purpose of ____, and request PJSC Uralkali to stop processing my personal data:

Additional information:

Date:
Full name:
Signed:

Request by a personal data subject to stop processing of personal data

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Passport:
Information confirming relations with PJSC Uralkali:

REQUEST

In accordance with Item 5.1 of Article 21 of the Federal Law dated 27 July 2006 No. 152-FZ “On personal data” and in connection with _____, I hereby request PJSC Uralkali to stop processing my personal data:

Additional information:

Date:
Full name:
Signed:

Request by a personal data subject to stop the transfer (distribution, provision, access) of personal data previously authorised for distribution

To PJSC Uralkali
63, Pyatiletki Street, Berezniki 618426, Perm Region

From:
Address:
Tel.:
E-mail:

REQUEST

In accordance with Part 12 of Article 10.1 of the Federal Law dated 27 July 2006 No. 152-FZ “On personal data”, I hereby request PJSC Uralkali to stop the transfer (distribution, provision, access) of my personal data that I have earlier authorised for distribution, namely:

Additional Information:

Date:
Full name:
Signed:

Purposes of processing of personal data, categories and list of personal data subject to processing, methods, timing of personal data processing and storage, categories of subjects whose personal data is processed by the Company

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
Organisation, provision and regulation of labour and directly related relations	Employees	<p>Other personal data: full name, date of birth, gender, place of birth, contact phone number, identification document details, registration / actual address, marital status, family members, education details, professional experience including qualification, specialty, division, period, position (profession), rank, job code, employee category, working conditions, working hours, location of the workplace, personnel ID, work telephone number, HR activities including the date of recruitment, dismissal, transfer, leaves, leave calculation basis, awards and incentives, disciplinary action, categories for bonuses, bonus rates and amounts, salary (including allowances and deductions), compensation payments, remuneration, income from previous places of work, social security number, taxpayer identification number, bank details (including personal account number), social status, social and other benefits (including the type and amount of benefits, the basis for receiving benefits, information from the document confirming the right to receive benefits), tax deductions, business and other personal qualities of an evaluative nature, knowledge of foreign languages, military service, military registration details (military ID, certificate of a citizen subject to conscription, mobilisation orders), driver's license details, vehicle registration certificate data, citizenship (residence), previous citizenship, writs of execution (court orders), including the payment of alimony, change of name, dependents, details (series and number) of the employment record book, information from disability / restricted work certificate, access to state secrets, payments of financial assistance and other payments, the period of incapacity for work, photo, the opinion of the representative body of employees, information from an international passport, admission certificate, information from foreign travel, place of residence (period, address of residence and registration), participation in elected representative bodies, information from applications for departure (entry) for permanent residence to another state, information from marriage or divorce, information from the substitution position in state or municipal service at the last place of service, other information provided by the subject.</p> <p>Special category of personal data: health information, criminal records.</p>	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / 5 years from the date of termination of the employment relationship with the employee, further storage is carried out in accordance with archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Dismissed employees	<p>Other personal data: full name, date of birth, date of birth, gender, place of birth, contact phone number, identification document details, registration / actual address, marital status, family members, education details, professional experience including qualification, specialty, division, period, position (profession), rank, job code, employee category, working conditions, working hours, location of the workplace, personnel ID, work telephone number, HR activities including the date of recruitment, dismissal, transfer, leaves, leave calculation basis, awards and incentives, disciplinary action, categories for bonuses, bonus rates and amounts, salary (including allowances and deductions), compensation payments, remuneration, income from previous places of work, social security number, taxpayer identification number, bank details (including personal account number), social status, social and other benefits (including the type and amount of benefits, the basis for receiving benefits, information from the document confirming the right to receive benefits), tax deductions, business and other personal qualities of an evaluative nature, knowledge of foreign languages, military service, military registration details (military ID, certificate of a citizen subject to conscription, mobilisation orders), driver's license details, vehicle registration certificate data, citizenship (residence), writs of execution (court orders), including the payment of alimony, change of name, dependents, details (series and number) of the employment record book, information from disability / restricted work certificate, access to state secrets, payments of financial assistance and other payments, the period of incapacity for work, photo, the opinion of the representative body of employees, information from an international passport, admission certificate, information from foreign travel, place of residence (period, address of residence and registration), participation in elected representative bodies, information from applications for departure (entry) for permanent residence to another state, information from marriage or divorce.</p> <p>Special category of personal data: health information, criminal records.</p>		5 years from termination of employment unless otherwise established by Russian legislation / storage is carried out in accordance with archiving regulations
	Relatives of employees	<p>Other personal data: full name, date of birth, data contained in the birth certificate, data contained in the adoption certificate, social security number, information specified in a certificate from an educational institution, information from the academic record book, information from documents confirming kinship, information indicated in the death certificate, marriage certificate, certificate of family composition, income, degree of relationship, position, place of work, place of residence, arrival details.</p> <p>Special category of personal data: health information, criminal record</p>		until termination of employment with the Company or until the need to achieve the goal disappears unless otherwise established by law / storage is carried out in accordance with archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Funeral arranger	Other personal data: full name, information from documents confirming funeral costs, information from the death certificate, ID document data, social security number, taxpayer identification number, bank account details, documents confirming the degree of relationship.		until the end of relations with the personal data subject unless otherwise provided by law / storage is carried out in accordance with archiving regulations
	Employee representative	Other personal data: full name, information from the authority certificate, ID document data.		
	Person contacting ethical commissioners	Other personal data: full name, department, position, e-mail address and other information provided by the personal data subject.		until the end of relations with the personal data subject unless otherwise provided by law / 1 year
	Heir	Other personal data: full name, information from the inheritance certificate, bank account details, passport details, social security number, taxpayer identification number, registration address.		until the end of relations with the personal data subject unless otherwise provided by law / storage is carried out in accordance with archiving regulations
	Beneficiary	Other personal data: full name, ID document data, bank account details.		
Recruitment for vacancies	Employees	Other personal data: full name, name changes, date of birth, education details, e-mail address, contact phone number, marital status, family members, registration / residence address, professional experience including previous employment, position (profession), qualification, specialty, department, period, results of examinations and interviews, citizenship, other data specified in the CV.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations
	Candidates	Other personal data: full name, name changes, date of birth, social security number, taxpayer identification number, education details, e-mail address, contact phone number, citizenship (residence), place of birth, marital status, family members, registration / residence address, ID document data, information from military service, military registration details (military ID, certificate of a citizen subject to conscription military service, mobilisation order), professional experience (name, organisation, position (profession), qualification, specialty, unit, period, signature, results of examinations and interviews.		until the goal is achieved (recruitment or rejection of the candidate) but in any case for not more than 180 days or 7 years from the date of entry into the candidate database / storage is carried out in accordance with archiving regulations
	Candidate recommenders	Other personal data: full name, work phone number, corporate cell phone number, place of work, position.		until recruitment or rejection of the candidate but in any case for not longer than 180 days / storage is carried out in

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
				accordance with archiving regulations
Training and development of personnel	Employees	Other personal data: full name, gender, citizenship, date of birth, e-mail, photo, signature, work experience, information from the certificate of the industrial training instructor, information from education and/or qualification, knowledge and skills, competencies, position (profession), rank, division, location of the workplace, personnel ID, contact telephone number, retraining (advanced training), work hours, training and development activities (including the start and end date of mentoring, the start and end date of internship, the results of activities, documents based on the results of activities), certification (including the date of certification, certification results, certification results, documents based on certification results), results of assessment activities based on training results (including results of exams, tests), attendance and performance during training and development activities, occupational characteristics, social security number, taxpayer identification number, ID document data, place of registration, work schedule, information from the disciplinary action / award order.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with the time limits determined by archiving regulations
	Candidates	Other personal data: full name, date of birth, education details, professional experience including places of work (name, organisation, position (profession), qualification, specialty, period), signature, results of examinations and interviews.		until the goal is achieved recruitment or rejection of the candidate) or until the need to achieve the goal is not more necessary, but in any case for not more than 180 days
Social motivation of staff	Employees	Other personal data: full name, date of birth, length of service, category of employee, contact telephone number, property status, marital status, family members, information from the certificate of residence, extract from the unified state register of real estate, living conditions, ID document data, education documents, military ID, unit, position, personnel ID, registration / residence address, signature, social security number, taxpayer identification number, the pre-retirement classification certificate, the pension certificate, the pensioner's certificate, benefits, guarantees and compensation (including the type and amount of benefits, guarantees and compensation, the basis for receiving benefits, guarantees and compensation, information from a document confirming the right to receive benefits, guarantees and compensation), characteristics from the place of work, information from the death certificate, bank details, name change, supplement to the employment contract, personal account number, extract from reports of internal affairs bodies, report of an industrial accident, salary	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations and additionally during the general limitation period.

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		deductions, amount of discount, amount of purchase, date and time of purchase, location of the workplace, average number of shifts, planned number of trips, card issue date, number of the card, card blocking date. Special category of personal data: health information.		
	Relatives of employees	Other personal data: full name, date of birth, ID document data, degree of relationship, information from the birth certificate or adoption certificate, social security number, taxpayer identification number, registration / residence address, bank details, contact phone number, document certifying the degree of relationship with the deceased, information from the marriage certificate or death certificate, information from documents confirming kinship, information from a document confirming the employee's dependent status, information from a certificate of inheritance, data from extracts from medical documents, an extract from a report of internal affairs bodies, a certificate from the military registration and enlistment office (for mobilised persons), a certificate from an educational institution. Special category of personal data: health information.		until the goal is achieved or until the need to achieve this goal disappears/ storage is carried out in accordance with the time limits determined by archiving regulations and additionally during the general limitation period.
	Legal representatives	Other personal data: full name, ID document data, contact phone number, information from a document confirming the authority of the representative.		until the goal is achieved or in case of loss of the need to achieve this goal / storage is carried out in accordance with the deadlines determined by archiving regulations
	Dismissed employees	Other personal data: full name, date of birth, length of service, contact telephone number, marital status, family members, ID document data, department, personnel ID, education documents, military ID, registration / residence address, signature, social security number, the pre-retirement classification certificate, the pension certificate, bank details, name changes.		until the purpose of processing is achieved (provision of financial assistance) / 1 year
	Other individuals	Other personal data: full name of the employee (parent, guardian, adoptive parent), marital status, family members, registration / residence address, signature, social security number, taxpayer identification number, contact telephone, bank details. Special category of personal data: health information (extracts from medical documents, certificate by a disability panel).		
Development of the operator's corporate culture	Employees	Other personal data: full name, gender, date of birth, place of birth, academic degree, academic title, home address, ID document data, department, position, place of work, total work experience, work experience in the industry, work experience in the position, work activity, awards and incentives, photo, information from characteristics, career path, family composition, education, hobbies and others biographical information, video materials, contact phone number, e-mail address, place of residence, age, social security number.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Employees of Uralchem Group	Other personal data: full name, position, photo, career path, family composition, education, hobbies and other biographical data, video materials.		until the purpose of processing is achieved (consolidation and publication of results of the competition) or until the purpose of processing disappears
	Members of the youth and volunteer movement	Other personal data: full name, position, place of work, year of birth, photo.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract)
	Event participants	Other personal data: full name, position, place of work, contact phone number, e-mail address, place of residence, age, date of birth, gender, ID document data, work experience, social security number.		until the goal is achieved (the end of the sporting event) / 1 year
	Relatives of employees	Other personal data: full name, age, date of birth, gender.		
Occupational health and safety	Employees	Other personal data: full name, date of birth, place of work, department, social security number, profession (position), employee category, rank, education, qualification, specialty, place of birth, registration / residence address, date of admission, date of admission to the unit, total work experience, total work experience in the profession, personnel ID, contact telephone number, results of hygienic training and certification, result of H&S testing, safety rules and fire safety briefing, electrical safety, use of a self-rescuer, briefings, H&S certification, fire safety training details (certificate, certification dates), internship, duplication, admission to independent work, H&S record book, electrical safety group, HR events (date of recruitment, dismissal, transfer), gender, age, clothing size, height, signature, photo, audio, video materials, working conditions, results of a special assessment of working conditions, provision of personal protective equipment, industrial accidents resulting in microtraumas including materials from the investigation and recording of occupational accidents, causes and circumstances of microtraumas. Special category of personal data: health information.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations
	Employees of contractors	Other personal data: full name, date of birth, place of birth, registration / residence address, place of work, department, name of organisation, profession (position), category employee, qualification, specialty, rank, electrical safety group, gender, experience, age, social security number, contact phone number, signature, control book on labour protection and production safety, photo, audio, video materials.		until the purpose of processing is achieved (fulfilment of obligations under the contract and for 10 years after completion of work under the contract) / storage is carried out in accordance with the

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
				time limits determined by archiving regulations
	Students (trainees)	Other personal data: full name, date, month, year of birth, place of work and department, profession (position), rank, education, date of admission to the department, total work experience, total work experience by profession, personnel ID, residence address, telephone.		until the processing goal is achieved (end of internship) / storage is carried out in accordance with the time limits determined by archiving regulations
	Visitors	Other personal data: full name, date, of birth, place of work, department, profession (position), rank.		until the processing goal is achieved (expiration of the pass) / storage is carried out in accordance with the time limits determined by archiving regulations
	Candidates	Other personal data: full name, place of work, department, profession (position), knowledge test result.		until the processing goal is achieved (a decision is made on the compliance of knowledge and skills with the requirements) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Representatives of employees	Other personal data: full name, information from the document certifying the authority of the representative.		until the purpose of processing is achieved (completion of accident investigation and review) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Relatives of employees	Other personal data: last name, initials, age of dependent family members.		until the purpose of processing is achieved (completion of accident investigation and review) / storage is carried out in accordance with the deadlines determined by archiving regulations
Operator's mobility	Employees	Other personal data: full name, department, contact phone number, e-mail address, date of birth, gender, date of birth, citizenship, registration / residence address, number and date of the contract for the right of residence (free accommodation, rental housing), ID document data, information from	Mixed method (automated and manual) for collection, recording, systematisation,	until the purpose of processing is achieved (expiration of the employment contract) or until the need to achieve the goal

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		a foreign ID document, social security number, taxpayer identification number, place of work, profession (position), personnel ID, employee category, bank details (account statement in a bank/statement from a personal debit card) including personal account number, information contained in military registration documents, documents confirming a change of last name, photo, marriage certificate, certificate of study, certificate of employment, medical insurance, confirmation of real estate ownership in Russia, order details for sending on a business trip, signature, corporate phone number, migration card details, marriage certificate details, visa details, residence permit details, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, date of arrival, date of departure, refugee status, place of work (study) in the country of permanent residence (for the last three years), education data, type and amount of average monthly income, crossing the border during the period of permanent residence, work permit data, place of visa receipt (country and city), place of work (full name of the organisation (company) abroad), purpose of arrival, reason for arrival.	accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations
	Drivers	Other personal data: full name, contact phone number.		until the purpose of processing is achieved (transportation of passengers)
	Relatives of employees	Other personal data: full name, gender, date of birth, place of birth, citizenship, contact phone number, registration / residence address, number and date of the contract for the right of residence (free accommodation, rental housing), ID document data, migration card data, marriage certificate data, visa data, residence permit data, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, date of arrival, date of departure, refugee status, place of work (study) in the country of permanent residence (for the last three years), education data, type and amount of average monthly income, taxpayer identification number, crossing of the border during the period of permanent residence.		until the purpose of processing is achieved (expiration of the employment contract with the employee) or until the need to achieve the goal disappears (termination of the employment contract with the employee) / storage is carried out in accordance with archiving regulations
	Counterparties Representatives of counterparties Visitors Guests	Other personal data: full name, date of birth, gender, citizenship, contact phone number, registration / residence address, number and date of the contract for the right of residence (free accommodation, rental housing), information from a foreign ID document: migration card data, marriage certificate data, visa data, residence permit data, citizenship, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, date of arrival, date of departure, refugee status, place of work (study) in the country of permanent residence (for the last three years), education data, type and amount of average monthly		until the purpose of processing is achieved or until the need to achieve the purpose disappears / storage is carried out in accordance with the time limits determined by archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		income, taxpayer identification number, border crossing during the period of permanent residence, place of obtaining a visa (country and city), place of work (full name of the organisation (company) abroad), full address of the organisation (company) abroad, position at the place of work, purpose of arrival, reason for arrival.		
	Students (trainees)	Other personal data: full name, date of birth, contact telephone number, information from a foreign ID document, migration card details, marriage certificate details, visa details, residence permit details, citizenship, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, date of arrival, date of departure, registration address (at place of residence (stay), number and date of the contract for the right of residence (free accommodation, rental housing), refugee status, place of work (study) in the country of permanent residence (for the last three years), education data, type and amount of average monthly income, taxpayer identification number, crossing of the border during the period of permanent residence.		until the purpose of processing is achieved or until the need to achieve the purpose disappears / storage is carried out in accordance with the time limits determined by archiving regulations
Information and communication support of the operator's activities	Employees	Other personal data: full name, date of birth, photo, information from the pay slip, information from the meal card, place of delivery, patient code, doctor appointments, family composition, education data, autobiographical data, residential address, date of employment, dismissal, transfer, place of work, department, location of the workplace, position, e-mail address, contact phone number, registration address, residential address, other information provided by the subject.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (expiration of the employment contract) or until the need to achieve the purpose disappears (termination of the employment contract)
	Employees of subsidiaries	Other personal data: full name, date of birth, photo, information from the pay slip, information from the meal card, place of delivery, patient code, doctor appointments, family composition, education data, autobiographical data, residential address, date of employment, dismissal, transfer, place of work, department, location of the workplace, position, e-mail address, contact phone number, registration address, residential address, other information provided by the subject.		until the purpose of processing is achieved (expiration of the employment contract with the subsidiary) or until the need to achieve the purpose disappears (termination of the employment contract with the subsidiary)
	Counterparties	Other personal data: full name, photo, place of work, department, position, e-mail address, contact phone number, location of the workplace, vehicle details (registration number, type, make), biographical information, audio recording and other information provided by the subject.		until the purpose of processing is achieved
	The person who contacted the Call Centre or the question & answer service (if	Other personal data: full name, residential address, e-mail address, place of work, position, contact phone number, other information provided by the subject.		until the purpose of processing is achieved / 1 year

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	the service allows feedback)			
	Mobile app users	Other personal data: device data, including its operating system version and location; anonymised IP address, advertising identifiers GAID (for Android) and IDFA (for iOS), user information (geography, gender, age), user actions and information associated with the actions, including the date (time) when the actions were performed.		until the purpose of processing is achieved (end of interaction)
	Authorised mobile app users	Other personal data: full name, date of birth, photograph, information from the pay slip, information from the meal card, place of delivery, family composition, education data, autobiographical data, residential address, date of employment, dismissal, transfer, place of work, department, location of the workplace, position, e-mail address, contact phone number and other information provided by the subject.		until the purpose of processing is achieved (expiration of the employment contract with the Company or its subsidiary) or until the need to achieve the goal disappears (termination of the employment contract with the Company or its subsidiary)
	Limited access authorised mobile app users	Other personal data: full name, contact phone number.		until the purpose of processing is achieved (end of interaction)
	Veterans of Uralkali Group	Other personal data: full name, registration address, residential address, contact phone number, e-mail address.		until the purpose of processing is achieved (termination of the right to receive the newspaper) or until the need to achieve the goal disappears (refusal to receive the newspaper), unless otherwise provided by law) / 2 years
	Site users	Other personal data: the user's actions and related information, including the date (time) when the actions were performed, device data (including MAC address, IP address, ID of the device used, data about the device's operating system, browser data, screen resolution), geolocation information.		until the purpose of processing is achieved (end of interaction) / storage period depends on which cookies the user has given consent to
	Recipients of the newsletter	Other personal data: e-mail address.		during the period of subscription to newsletters or until the withdrawal of consent to the processing of personal data is received (unsubscribe from the newsletter)

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Event participants (investors)	Other personal data: full name, gender, mobile phone, e-mail address, place of work (company), title, identification document details, date of birth, citizenship, clothing size, shoe size, height.		until the purpose of processing is achieved (end of interaction) / within 30 days after the event
	Person calling the hotline	Other personal data: full name, e-mail address and other information specified in the message, audio recording.		until the purpose of processing is achieved (considering the appeal and taking action on the appeal) / 30 days
	Participants of competitive procedures	Other personal data: full name, e-mail address, phone number, name of the organisation and other information provided by the subject.		until the goal is achieved (completion of consideration of the application and adoption of measures) / 1 year
	Users who wished to leave feedback	Other personal data: full name, e-mail address, other data specified in the message.		until the goal is achieved (completion of consideration of the application and adoption of measures)
	Competition participants (social media)	Other personal data: full name, e-mail address, contact phone number, postal address and other information provided by the subject and/or provided for by the terms of the competition.		until the purpose of processing of personal data is achieved (consolidation and publication of results of competitions)
Safety of the operator's activities	Employees	Other personal data: full name, personnel ID, profession (position), place of work, department, qualification, category, rank, citizenship, date of dismissal, information from the employment order, information specified in the vehicle registration certificate (make, model, vehicle type, registration number), contact phone number, signature, photo.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract, validity period of the pass) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with archiving regulations
	Employees of subsidiaries	Other personal data: full name, personnel ID, profession (position), place of work, department, qualification, category, rank, citizenship, date of dismissal, information from the employment order, information specified in the vehicle registration certificate (make, model, vehicle type, registration number), contact phone number, signature, photo.		until the goal is achieved (expiration of the employment contract with the subsidiary Company, the validity period of the pass) or until the need to achieve the goal disappears (termination of the employment contract with the subsidiary Company) / storage

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
				is carried out in accordance with archiving regulations
	Employees of contractors	Other personal data: full name, date of birth, ID document data, registration / residence address, position (profession) indicating rank/category, information specified in the vehicle registration certificate (make, model, type of vehicle, registration number), citizenship, information from the document confirming the authority of the representative, signature, photo.		until the purpose of processing is achieved (expiration of the pass) or until the need to achieve the goal disappears (dismissal) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Visitors	Other personal data: full name, date of birth, ID document data, registration / residence address, position (profession) indicating rank/category, information specified in the vehicle registration certificate (make, model, type of vehicle, registration number), citizenship, information from the document confirming the authority of the representative, signature, information from the service ID, photo.		
Provision of accommodation services	Clients	Other personal data: full name, date of birth, ID document data, citizenship, date of border crossing, migration card details, visa number, gender.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the end of the interaction (check-out from the hotel), unless otherwise provided by law / storage is carried out in accordance with the deadlines determined by archiving regulations
Provision of health resort services, children's health services	Clients	Other personal data: full name, date of birth, ID document data, information from the birth certificate and compulsory medical insurance certificate, contact phone number, social security number, taxpayer identification number, gender, place of registration. Special category of personal data: health information.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (completion of services) / 1 year
	Patients	Other personal data: full name, date of birth, ID document data, registration / residence address, place of work and position, working conditions, contact telephone number. Special category of personal data: health information.		until the purpose of processing is achieved (provision of spa treatment services) / 3 years
Provision of cultural, leisure, physical education and health services	Employees	Other personal data: full name, place of work, department, date of birth, ID document data, contact phone number, photo.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage,	until the purpose of processing is achieved (provision of cultural, leisure, sports and recreational services) / 1 year
	Employees of subsidiaries			
	Employees of contractors			

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Participants	Other personal data: full name, date of birth, birth certificate details, photo, ID document data, documents confirming the right to benefits (pension certificate, certificate of a large family, student card, certificate of honorary donor, etc.), photo. Special category of personal data: health information	updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	
Provision of advanced training	Students	Other personal data: full name, date of birth, gender, contact phone number, e-mail address, registration address, name of educational institution, category of education, name of faculty, name of specialty, form of training, course of study, type of practice, date and number of the contract, signature, education data, data on the need for accommodation, production characteristics, student feedback questionnaire data, suitability or unsuitability to perform the assigned work, anthropometric data; work experience, ID document data, school number, class, e-mail address, education data, bank details.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (expiration of the contract) or until the need to achieve the goal disappears (termination of the contract) / 3 years, further storage is carried out in accordance with archiving regulations
	Representatives of the educational institution	Other personal data: full name, date of birth, gender, contact phone number, e-mail address, name of educational institution, category of education, name of faculty, name of specialty, type of practice, date and number contracts, data on the need for accommodation.		
	Candidates for employer-sponsored training	Other personal data: full name, date of birth, home address, address of place of registration, ID document data, home telephone, mobile phone, school number, class, e-mail address, bank details.		
	Parents (legal representatives)	Other personal data: full name, ID document data, home address, address of registration, home telephone, mobile telephone, work telephone, place of work, position, e-mail address.		
Provision of occupational training	Counterparties	Other personal data: full name, gender, date of birth, citizenship, contact phone number, e-mail, photo, details of the education / qualification certificate, full name of the person who received the document (duplicate), place of work (unit) of the person who received the document, name profession/category name of the assigned qualification/subject of the course, date and number of the minutes of the meeting of the qualification commission, the level of education, diploma number and diploma qualification of the person to whom the document was issued, attendance and academic performance, social security number, taxpayer identification number, ID document data, place of registration, bank details, personnel ID.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the contract for the provision of services) or until the need to achieve the goal disappears (termination of the contract for the provision of services) / storage is carried out in accordance with archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
Civil contracts	Counterparties	Other personal data: full name, position, contact phone number, e-mail address, ID document data, date of birth, registration / residence address, social security number, taxpayer identification number, bank details.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (fulfilment of obligations under the contract) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Representatives of counterparties	Other personal data: full name, position, place of work, contact phone number, e-mail address, ID document data.		
	Employees of contractors	Other personal data: full name, position, date of birth, qualifications (education, qualifications and the presence of special knowledge and special training, as well as work activity) and other information provided by the subject.		
	Beneficiaries	Other personal data: full name, date of birth, residential address.		
	Message senders	Other personal data: full name, contact phone number, e-mail address, place of work (full name of a foreign organisation), position at the place of work.		
	Employees	Other personal data: full name, position, e-mail address, contact phone number.		Until the purpose of processing is achieved (expiration of the employment contract) or until there is not more a need to achieve the purpose (termination of the employment contract)
Efficiency and sustainability of the operator's activities	Employees	Other personal data: full name, ID document data, position, educational information, date of birth, social security number, taxpayer identification number, division, position (profession), personnel ID, signature, place of work, contact telephone number, personnel events (including date of hire (dismissal, transfers), photograph, video files and other information necessary as part of official checks, citizenship, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, registration address (at place of residence (stay), certificate of registration at the place of stay, income (certificates from banks, 2-NDFL certificates), previous passports, military service, information from an international passport, information from documents: marriage certificates, vehicle certificates, children's birth certificates, property rights and other information; information from the document confirming the authority of the person who is granted the right to sign, information from the identity document of the person who is granted the right to sign, other information to be included in the card determined by banking rules. Special category of personal data: health information.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract, as well as termination of the employee's powers) / storage is carried out in accordance with archiving regulations
	Counterparties	Other personal data: full name, ID document data, position, education information, date of birth, position, citizenship, state of birth (country),		until the purpose of processing is achieved (until the

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		place of birth (city), state of permanent residence (country), region in the country of residence, registration address (at place of residence (stay), income (certificates from banks, 2-NDFL certificates), information from documents: marriage certificates, vehicle certificates, children's birth certificates, property rights and other information.		expiration of the power of attorney or its revocation) / storage is carried out in accordance with the time limits determined by archiving regulations
	Representatives of counterparties	Other personal data: full name, date of birth, position, ID document data, citizenship, state of birth (country), place of birth (city), state of permanent residence (country), region in the country of residence, registration / residence address, income, information from documents: marriage certificate, vehicle, birth certificate children, property rights and other information.		until the purpose of processing is achieved/ -
	Employees of contractors	Other personal data: full name, place of work, position, contact phone number and other information necessary as part of internal checks.		until the purpose of processing/storage is achieved in accordance with the time limits determined by archiving regulations
	Relatives of employees	Other personal data: full name, place of work, department, position, contact phone number and other information necessary as part of official checks.		
	Representatives of the Operator	Other personal data: full name, ID document data, place of work, place of residence or place of stay, education certificate details, e-mail addresses, telephone numbers.		
	Senders	Other personal data: full name, an identifier (social security number, taxpayer identification number, series and number of the identity document, series and number of a driver's license), service ID data; place of residence or place of stay, date and place of birth, place of work or date and place of state registration as an individual entrepreneur, higher education details, postal address, telephone numbers, fax numbers, e-mail addresses. Special category of personal data: health information.		
	Representatives of senders	Other personal data: full name, an identifier (social security number, taxpayer identification number, series and number of the identity document, series and number of a driver's license), education details, information from a lawyer's or service certificate, postal address, e-mail addresses, telephone and fax numbers.		
	Defendants	Other personal data: full name, place of residence or place of stay, date and place of birth; telephone numbers, fax numbers, e-mail addresses, state registration of an individual entrepreneur; place of work; an identifier (social security number, taxpayer identification number, series and number of the identity document, series and number of a driver's license); service ID details. Special category of personal data: health information.		

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period	
	Representatives of defendants	Other personal data: full name, an identifier (social security number, taxpayer identification number, series and number of the identity document, series and number of a driver's license), education details, information from a lawyer's or service certificate, postal address, e-mail addresses, telephone and fax numbers.			
	Debtors	Other personal data: full name (if any), date and place of birth, place of residence or place of stay, an identifier (social security number, taxpayer identification number, series and number of the identity document, series and number driver's license); place of work, taxpayer identification number and main state registration number of a self-employed person; bank account details.			
	Witnesses	Other personal data: full name, date and place of birth, place of residence or place of stay, place of work, telephone numbers, an identifier (social security number, taxpayer identification number, series and number of the identity document, series and driver's license number).			
	Convicts	Other personal data: full name, place of birth, date of birth, place of registration, place of residence, citizenship, marital status, the presence of dependents, education, place of work, position and occupation Special category of personal data: criminal record.			
	Experts	Other personal data: full name, education, specialty, work experience, academic degree and academic title, position held.			
	Claimants	Other personal data: full name, date and place of birth, place of residence or place of stay, social security number, taxpayer identification number, ID document data, bank account details.			until the purpose of processing is achieved (end of interaction) / 5 years
	Consultants	Other personal data: full name, date and place of birth, place of residence or place of stay, social security number, taxpayer identification number, ID document data, bank account details, e-mail addresses, the absence of labour relations with the operator for the last 2 years.			until the purpose of processing is achieved (fulfilment of obligations under the contract) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Innovators	Other personal data: full name, department, position, personnel ID, education, department.			until the processing goal is achieved (implementation of a rational proposal, or rejection of an application for a rational proposal) / storage is carried out in accordance with the deadlines determined by archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Authors of intellectual property	Other personal data: full name, department, position, postal address, place of work, ID document data, bank details.		until the purpose of processing is achieved (expiration of a patent, or rejection of an application for intellectual property) / storage is carried out in accordance with the deadlines determined by archiving regulations
	The person who contacted the Call Centre	Other personal data: full name, place of work, position, registration address, e-mail address, contact phone number, audio recording and other information provided by the subject.		until the purpose of processing is achieved (consideration of the review, taking measures, but not more than 30 days from the date of application) / 1 year
	Beneficiaries	Other personal data: full name, date of birth, place of birth. registration address, actual residence address, marital status, children, previous issued passports, military service, information from an international passport, signature image, information from a document confirming the authority of the person who is granted the right to sign, information from an identification document the identity of the person who is granted the right to sign, other information to be included in the card determined by banking rules, personnel ID, position, place of work, personnel events (including the date of employment (dismissal, transfers)).		until the goal is achieved (change in the status of the beneficial owner) / storage is carried out in accordance with the time limits determined by archiving regulations and Russian legislation
	Members of governing bodies	Other personal data: full name, position, date of birth, place of birth.		until the goal is achieved (termination of membership in governing bodies) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Owner of securities	Other personal data: full name, place of residence or location, ID document data		until the purpose of processing is achieved
Exercise of rights, compliance with prohibitions and performance of functions, powers and duties assigned to the operator	Any personal data subjects processed by the Company	Composition of data determined by applicable law.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the purpose of processing is achieved (fulfilment of legal requirements)

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
Labour-related social partnership	Employees	Other personal data: full name, personnel ID, place of work, name of department, position, registration / residence address, contact telephone number, e-mail address, signature, wages, amount of compensation, length of service, vacations (period, duration), date of admission, date of dismissal, date of transfer, time worked, bank details, including personal account number.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract, exit from the primary trade union organisation) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Relatives of employees	Other personal data: full name, date of birth, registration / residence address, degree of relationship, gender.		until the goal is achieved (expiration of the employment contract with the employee) or until the need to achieve the goal disappears (termination of the employment contract with the employee) / storage is carried out in accordance with archiving regulations
	Representatives of employees	Other personal data: full name, ID document data.		until the goal is achieved (making a decision on a labour dispute) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Employees of the Kaliyshchik trade union	Other personal data: full name, position, date of birth, registration / residence address, length of service, bank details, including personal account number, accrual amount, income in kind (food, transport card), ID document data, citizenship, social security number, taxpayer identification number.		until the goal is achieved (expiration of the employment contract with the primary trade union organisation) or until the need to achieve the goal disappears (termination of the employment contract with the primary trade union organisation) / storage is carried out in accordance with the terms determined by the

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Relatives of employees of the Kaliyshchik trade union	Other personal data: full name, date of birth, place of birth, birth certificate, ID document data, the place of work or study, registration / residence address, degree of relationship.		archiving regulations of storage" until the goal is achieved (expiration of the employment contract with the primary trade union organisation employee) or until the need to achieve the goal disappears (termination of the employment contract with the primary trade union organisation) / storage is carried out in accordance with the deadlines determined by archiving regulations
Socially significant informational, cultural, educational activities of the operator	Visitors	Other personal data: full name, contact phone number.	Mixed method (automated and manual) for collection, recording, systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	until the goal is achieved (end of the tour) or until the need to achieve the goal disappears (refusal to conduct the tour) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Researchers	Other personal data: full name, contact phone number, e-mail address.		until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears (termination of the employment contract) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Employees	Other personal data: full name, year of birth, department, profession, contact phone number, date of termination of the employment contract, employee's signature on the form.		until the goal is achieved (end of interaction) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Employees of subsidiaries			until the purpose of processing / storage is achieved in accordance with the time
Students				
Corporate governance	Former, potential, indirect shareholders of	Other personal data: full name, e-mail, contact phone number, position, length of service, place of work, registration / residence address, actual residence address, place of birth, date of birth, signature, education	Mixed method (automated and manual) for collection, recording,	until the purpose of processing / storage is achieved in accordance with the time

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	PJSC Uralkali (individuals)	information, ID document data, social security number, taxpayer identification number, bank details (including personal account number), citizenship (residence), training certificate, registration number, date of issue of the training document (duplicate), marital status, family members, participation in the capital and/or management of legal entities, as well as other affiliations, details of a loan agreement concluded with the bank, the tax status.	systematisation, accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	limits determined by archiving regulations
	Members of the governing and control bodies of Uralchem Group (individuals)	Other personal data: full name, e-mail, contact phone number, position, length of service, place of work, registration / residence address, actual residence address, place of birth, date of birth, signature, education information, information from the identity document (documents that, in accordance with the law, fall under the category of identity documents), social security number, taxpayer identification number, citizenship (residence), the training document, registration number, date of issue of the training document (duplicate), marital status, family members, participation in the capital and/or management of legal entities, as well as other affiliations.		
	Representatives acting on the basis of a power of attorney or agreement, representatives in accordance with the requirements of applicable law	Other personal data: full name, e-mail, contact phone number, position, registration / residence address, place of birth, date of birth, signature, information from the document confirming the authority of the representative, ID document data.		
	Heirs	Other personal data: full name, e-mail, contact phone number, registration / residence address, place of birth, date of birth, signature, ID document data, family composition, participation in the capital and/or management of legal entities, as well as other affiliations, data from documents confirming the right of inheritance, information specified in the death certificate.		
	Counterparties of corporate transactions	Other personal data: full name, e-mail, contact phone number, position, length of service, place of work, registration / residence address, actual residence address, place of birth, date of birth, signature, education information, ID document data, taxpayer identification number, citizenship (residence), marital status, family members, participation in the capital and/or management of legal entities, and also about other affiliations, information specified in the marriage certificate, the loan agreement concluded with the bank.		
	Relatives of counterparties	Other personal data: full name, registration / residence address, address of actual residence, place of birth, date of birth, signature, ID document data,		

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	(spouse's consent to the transaction)	marital status, family members, information specified in the marriage certificate.		
	Relatives of members of governing bodies	Other personal data: full name, registration / residence address, address of actual residence, place of birth, date of birth, signature, ID document data, marital status, family members, participation in the capital and/or management of legal entities, as well as other affiliations.		
	Employees of PJSC Uralkali and its subsidiaries	Other personal data: full name, e-mail, contact phone number, position, length of service, place of work, registration / residence address, actual residence address, place of birth, date of birth, signature, education information, ID document data, social security number, taxpayer identification number, citizenship (residence), the training document, registration number, date of issue of the training document (duplicate), marital status, family members, participation in the capital and/or management of legal entities, as well as other affiliations.		
	Members of the board of directors	Other personal data: full name, citizenship, residence, residential address, date of birth, ID document data, education, including advanced training (name of educational institution, graduation date, specialty); places of work and positions over the past five years; positions held in the governing bodies of other legal entities over the past five years; a list of legal entities of which the candidate is a member, indicating the number of shares, interests, shares in the authorised (share) capital of these legal entities owned by him; the application of administrative punishment in the form of disqualification to a candidate for the Company's bodies; e-mail address, remuneration amount, bank details. Special category of personal data: criminal record.		until the purpose of processing is achieved (termination of membership in the board of directors) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Candidates to bodies of the Company's	Other personal data: full name; date of birth; ID document data; education, including advanced training (name of educational institution, graduation date, specialty); places of work and positions over the past five years; positions held in the governing bodies of other legal entities over the past five years; a list of legal entities of which the candidate is a member, indicating the number of shares, interests, shares in the authorised (share) capital of these legal entities owned by him; a list of persons in relation to whom the candidate is an affiliate, indicating the grounds for affiliation; a list of persons in relation to whom the candidate is a controlling person or has the right to give mandatory instructions, indicating the reasons; citizenship and the state of which the candidate to the Company's body is a tax resident, as well as the candidate's residential address; if the candidate is a foreign citizen - the availability of documents confirming the foreign citizen's right to permanent residence in the Russian Federation, the right to free exit from the Russian Federation and entry into the Russian Federation,		until the goal of processing is achieved (election of a candidate) or until the need to achieve the goal disappears / storage is carried out in accordance with the time limits determined by archiving regulations

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		including a residence permit and/or permit work, and/or temporary residence permit, and/or other documents that may indicate the status of the candidate and affect taxation in the event of payment of remuneration to him, subject to their election to the body of the Company, or an indication that such documents are missing on the date of submission of the candidate. Special category of personal data: criminal record.		
	Members of the revision commission	Other personal data: full name, residential address, date of birth, ID document data, education, including promotion qualifications (name of educational institution, graduation date, specialty); places of work and positions over the past five years; positions held in the governing bodies of other legal entities over the past five years; a list of legal entities of which the candidate is a member, indicating the number of shares, interests, shares in the authorised (share) capital of these legal entities owned by him; the application of administrative punishment in the form of disqualification to a candidate for the Company's bodies, e-mail address. Special category of personal data: criminal record.		until the purpose of processing is achieved (termination of membership of the audit commission) / storage is carried out in accordance with the deadlines determined by archiving regulations
	Representatives acting on the basis of a power of attorney or agreement, representatives in accordance with the requirements of applicable law	Other personal data: full name, information from an identity document, information from a document confirming the authority of a representative, place of residence.		until the purpose of processing is achieved (the expiration of the representative's powers) / storage is carried out in accordance with the time limits determined by archiving regulations
	Insiders	Other personal data: full name; date of birth; place of birth; position, the inclusion of an insider in the list (exclusion of a person excluded from the list from the list) and the date of such inclusion (exclusion)		until the purpose of processing/storage is carried out in accordance with the time limits determined by archiving regulations
	Beneficial owners	Other personal data: full name, citizenship, date of birth, ID document data, information from documents confirming the right of a foreign citizen or stateless person to stay (residence) in the Russian Federation, registration / residence address, taxpayer identification number.		until the purpose of processing is achieved (change in the status of the beneficial owner) /storage is carried out in accordance with the time limits determined by Russian legislation
Interaction within Uralchem Group and Uralkali Group	Employees	Other personal data: full name, date of birth, gender, place of birth, contact phone number, marital status, family members, education (including academic degree (title), educational institution, year of study, specialty (profession)), length of service and work activity, qualifications, specialty,	Mixed method (automated and manual) for collection, recording, systematisation,	until the goal is achieved (expiration of the employment contract) or until the need to achieve the goal disappears
	Employees of Uralchem Group			

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		division, position rank, code of the performed labour function (if any), employee category, personnel ID, worker number telephone number, personnel events (including the date of hiring (dismissal, transfer), awards and incentives.	accumulation, storage, updating, retrieval, use, transfer (providing, access), blocking, deletion, destruction	(termination of the employment contract)
	Employees of subsidiaries	Other personal data: full name, date of birth, gender, place of birth, contact phone number, ID document data, registration / residence address, marital status, family members, education (including academic degree (title), educational institution, year of study, specialty (profession)), length of service and work activity, including previous places of work (name, organisation, position (profession), qualification, specialty, division, period, position (profession), rank, code of the job function performed (if available), category of employee, working conditions, working hours, location of the workplace, personnel ID, work telephone number, personnel events (including the date of hiring (dismissal, transfer), type, period and duration of leave, information for calculating days when providing all types of additional leave, awards and incentives, penalties, categories for bonuses, coefficients and amounts of bonuses, wages (including allowances and deductions), compensation payments, remunerations, income from previous places of work, social security number, taxpayer identification number, bank details (including personal account number), social status, social and other benefits (including type and the amount of benefits, the basis for receiving benefits, information from the document confirming the right to receive benefits), data on tax deductions, business and other personal qualities of an evaluative nature, knowledge of foreign languages, the presence of military service, information contained in military registration documents (military ID, certificate of a citizen subject to conscription, mobilisation order), information specified in the driver's license, information specified in the vehicle registration certificate, citizenship (residence), previous citizenship, writs of execution (court orders), including the payment of alimony, name changes, the presence of dependents, details (series and number) of the employment history book, name and details (series and number, date of issue, name of the issuing organisation) of the document confirming disability, suitability or unsuitability to perform the assigned work, issued access to state secrets, payments of financial assistance and other payments, the period of incapacity for work, photo, opinion of the representative body of employees, the availability of an international passport (number, by whom and when issued), admission form, travel abroad (where, when and for what purpose), place of residence (period, address of residence and registration), participation in elected representative bodies, the availability of applications		until the goal is achieved (expiration of the employment contract of the employee of the subsidiary company with the subsidiary company) or until the need to achieve the goal disappears (termination of the employment contract of the employee of the subsidiary company with the subsidiary company) / 5 years from the date of termination of the employment relationship with the employee, further storage carried out in accordance with the deadlines determined by archiving regulations.

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Dismissed employees of subsidiaries	<p>for departure (entry) for permanent residence in another state, including the date of application and name of the state, date and place of marriage, date of divorce, substitute positions of state or municipal service at the last place of their service, other information provided by the subject.</p> <p>Special category of personal data: health information, criminal record.</p> <p>Other personal data: full name, date of birth, gender, place of birth, contact phone number, ID document data, registration / residence address, marital status, family members, education (including academic degree (title), educational institution, year of study, specialty (profession), length of service and work activity, including previous places of work (name, organisation, position (profession), qualification, specialty, division, period, position (profession), qualification, specialty, rank, division, code of work performed functions (if any), category of employee, working conditions, working hours, location of the workplace, personnel ID, work telephone number, personnel events (including the date of hiring (dismissal, transfer), the fact, type, period and duration of leave, information for calculating days when granting all types of additional leave, awards and incentives, penalties, data about categories for bonuses, bonus coefficients and amounts, wages (including allowances and deductions), compensation payments, remuneration, income from previous places of work, social security number, taxpayer identification number, bank details (including personal account number), social status, social and other benefits (including type and amount of benefits, grounds for receiving benefits, information from the document confirming the right to receive benefits), tax deductions, business and other personal qualities of an evaluative nature, knowledge of foreign languages, the presence of military service, information contained in military registration documents (military ID, certificate of a citizen subject to conscription, mobilisation orders), information specified in a driver's license, information specified in a vehicle registration certificate, citizenship (residence), writs of execution (court orders), including the payment of alimony, a change of surname and/or first name and/or patronymic, the presence of dependents, details (series and number) of the employment history book, name and details (series and number, date of issue, name of the issuing organisation) of a document confirming disability, suitability or unsuitability to perform the assigned work, issued access to state secrets, payments of financial assistance and other payments, the period of incapacity for work, a photo, the opinion of the representative body of employees, the availability of an international passport (number, by whom and when issued), admission form, travel abroad (where, when and for what purpose), place of residence (period, address of residence and registration),</p>		5 years from the date of termination of the employment contract with the employee of the subsidiary company with the subsidiary company, unless otherwise established by Russian legislation / storage is carried out in accordance with archiving regulations.

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
		<p>participation in elected representative bodies, the availability of applications for departure (entry) for permanent residence in another state, including the date of the application and the name of the state, the date and place of marriage, the date of divorce.</p> <p>Special category of personal data: health information, criminal record.</p>		
	Relatives of employees of subsidiaries	<p>Other personal data: full name, date of birth, data contained in the birth certificate, data contained in the adoption certificate, social security number, information specified in a certificate from an educational institution, information from the record book, information from documents confirming kinship, information indicated in the death certificate, marriage certificate, certificate of family composition, income, degree of relationship, position, place of work, place of residence, information from where and when arrived.</p> <p>Special category of personal data: health information, criminal record</p>		<p>until the termination of the employment relationship of the employee of the subsidiary company with the subsidiary company or until the need to achieve the goal disappears (termination of the employment contract of an employee of a subsidiary company with a subsidiary company), unless otherwise established by law / storage is carried out in accordance with archiving regulations.</p>
	Funeral arrangers	<p>Other personal data: full name, information from documents confirming funeral costs, information from a death certificate, ID document data, social security number, taxpayer identification number, bank account details, documents confirming the degree of relationship.</p>		<p>until the end of the relationship with the personal data subject, unless otherwise provided by law / storage is carried out in accordance with archiving regulations</p>
	Representatives of employees	<p>Other personal data: full name, information from a document certifying the authority of a representative, ID document data.</p>		<p>until the end of the relationship with the personal data subject, unless otherwise provided by law / storage is carried out in accordance with archiving regulations</p>
	Students	<p>Other personal data: full name, date of birth, gender, ID document data, contact phone number, e-mail address mail, registration address, name of the educational institution, category of education, name of the faculty, name of the specialty, data on the form of education, course of study, type of practice, date and number of the contract, signature, data on education, data on the need for accommodation, production characteristics, student feedback questionnaire, suitability or unsuitability to perform the assigned work, anthropometric data; work experience, bank details.</p>		<p>until the purpose of processing is achieved (expiration of the contract) or until the need to achieve the goal disappears (termination of the contract) / 3 years, further storage is carried out in accordance with archiving regulations</p>

Purpose of processing	Category of personal data subjects	Category and list of personal data subject to processing	Processing method	Processing / storage period
	Candidates for employer-sponsored training	Other personal data: full name, date of birth, home address, address of place of registration, ID document data, home telephone, mobile phone, school number, class, e-mail address, bank details.		
	Students	Other personal data: full name, date of birth, registration / residence address, ID document data, home telephone, mobile phone, school number, class, e-mail address, education data, name of educational institution, category of education, name of faculty, name of specialty, data on form of education, course of study, bank details.		
	Parents (legal representatives)	Other personal data: full name, ID document data, home address, address of registration, home telephone, mobile telephone, work telephone, place of work, position, e-mail address.		
	Candidates	Other personal data: full name, name changes, date of birth, social security number, taxpayer identification number, education (including academic degree (title), educational institution, year of study, specialty (profession), e-mail address, contact phone number, citizenship (residence), place of birth, marital status, family members, registration address (at place of residence (stay)), address of actual residence, ID document data, the presence of military duty, information contained in military registration documents (military ID, certificate of a citizen subject to conscription military service, mobilisation order), length of service and work activity, including places of work (name, organisation, position (profession), qualification, specialty, unit, period, signature, results of examinations and interviews		until the goal is achieved (recruitment or rejection of the candidate) but in any case for not more than 180 days or 7 years from the date of entry into the candidate database / storage is carried out in accordance with archiving regulations
	Recommenders of candidates	Other personal data: full name, work phone number, corporate cell phone number, place of work, position.		until recruitment or rejection of the candidate but in any case for not longer than 180 days / storage is carried out in accordance with archiving regulations
Information and technological support of the operator's activities	All of the above-mentioned personal data subjects whose personal data are processed in the Company's personal data information systems.			