



# Personal Data Processing Policy

## 1. General Provisions

This Personal Data Processing Policy (the “Policy”) defines the procedure for processing and protecting personal data of users of the website **www.kommogen.com** (the “Website”).

By using the Website, the User agrees to the processing of personal data in accordance with this Policy.

The Website operator takes reasonable and necessary measures to protect personal data from unauthorized access, disclosure, alteration, or destruction.

## 2. Information About the Operator

**Operator:**

TRAPEZNIKOV MIKHAIL

(acting as an official partner of KOMMO / QSOFT LLC)

**Email:** [gen@kommogen.com](mailto:gen@kommogen.com)

**Phone:** +84 857 461 120

**Website:** [www.kommogen.com](http://www.kommogen.com)

**Location:** Nha Trang, Khanh Hoa, Vietnam, 65000

The Operator acts within the framework of partnership agreements and public offer terms of **QSOFT LLC (KOMMO)**.



### **3. Personal Data Collected and Processed**

The Operator may process the following personal data provided by the User:

- full name;
- phone number;
- email address;
- information submitted through contact forms, requests, or inquiries;
- technical data, including IP address, cookies, browser type, and device information.

The Operator does not intentionally collect special categories of personal data unless explicitly required by law.

### **4. Purposes of Personal Data Processing**

Personal data is processed for the following purposes:

- processing user inquiries and requests;
- providing consulting, integration, support, and related services for KOMMO;
- communication with Users regarding services and requests;
- sending informational and marketing communications (subject to User consent where required);
- compliance with applicable legal and contractual obligations.

### **5. Rights of the Data Subject**

The User has the right to:

- receive information about the processing of their personal data;
- request correction, restriction, or deletion of personal data;
- withdraw consent to personal data processing;
- lodge a complaint with competent supervisory authorities or seek judicial protection of their rights.

Requests related to personal data may be sent to the Operator via email.



## **6. Data Retention and Security**

Personal data is stored only for the period necessary to achieve the purposes of processing or as required by applicable law.

The Operator applies organizational and technical measures to ensure the security and confidentiality of personal data.

## **7. Final Provisions**

This Policy is published on the Website at **[www.kommogen.com](http://www.kommogen.com)**.

The Operator reserves the right to update this Policy at any time. Any changes take effect from the moment they are published on the Website.