RULES FOR THE USE OF "COOKIES"

Get familiarized with the present "Rules for the use of "cookies"" (hereinafter referred to as the **"Rules"**) carefully. The Rules describe the procedure for processing cookies and similar technologies upon visiting the Website on the Internet by address: https://otp-ninja.com/ (hereinafter referred to as the **"Website"**). By continuing to use the Website, you confirm your consent with the Rules.

1**. What are "cookies"?**
1.1. Cookies are a small text files that are routed by the web server and is stored on a computer, mobile phone or any other device having Internet access when visiting the Website. Cookies remember information about your preferences and allow you to view the websites you have visited after a certain time in a more convenient mode. This information allows us to improve the quality of services upon your visit to our Website, get analytical information, and increase the operation efficiency of our Website. Upon using cookies, the user's privacy is not being breached. Cookies are not used to identify the user (with the exception if the user's personal data has not been voluntarily sent by him through feedback in accordance with the Personal Data Processing Policy located at the address: https://otp-ninja.com/docs2/privacy.pdf.

1.2. Every time upon opening a page of the corresponding Website, your web client (web browser) sends the specified text file to the web server as part of an HTTP request to provide such a web server with information about your actions or preferences on the Internet. Meanwhile, to ensure the security and preservation of your data, your web client (web browser) does not transmit cookies destined for this Website to other resources.
1.3. You can either delete already stored cookies at your discretion, or restrict (prohibit) their collection by specifying the appropriate settings on your web client (web browser). More information on how to do this, you can find in section 6 of the Rules. We draw your attention in the fact that in this case we cannot guarantee the working capacity of the Website and the availability of its functionality in a comprehensive manner.
1.4. For the purposes of the Rules, under "cookies" it is also understood any other similar technologies.

2. **How we use cookies?**
2.1. We use cookies for the following purposes:
2.1.1. ensuring the functioning and security of the Website;
2.1.2. improving the operation of the Website;
2.1.3.improving the services provided on the Website;
2.1.4 collecting information on the user session, forming statistics on Website usage (for example, counting Website visitors, detecting peak user activity hours), analyzing user interaction experience with the Website (for example, determining the user's individual "routes" upon using the Website), i.e. to optimize the design and structure of the Website from the point of view of its usability, quick search for the necessary information and overall improvement of the user experience.
2.2. Your consent in accordance with the Rules is valid until you decide to delete the stored cookies and/or restrict (prohibit) their collection, as described in clause 6 of the Rules.
3. What cookies we use?
3.1. Functional cookies. These cookies help to customize the content of the Website according to your preferences. They remember the user's choice (for example, text size change), the language and the country from which the user visits the Website. The information collected by these cookies is anonymous, and the user's activity on other Websites is not tracked.
3.2. Service cookies. These cookies collect information on how a certain user uses the Website. Service cookies help to determine, for example, which sections of the Website are of a particular

interest. Thus, we can change the content of our Website in accordance with the needs of the user and improve our services.

4. Analytical tools from Google Analytics

4.1. We use Google Analytics, a web analytics service of Google Inc. (hereinafter referred to as the **"Google"**). Google Analytics also uses cookies. The information generated by the cookies on Website usage is transmitted and stored by Google on its own servers. On behalf of the Website administrator, Google will use this information to evaluate the usage of the Website, reporting user activity on the Website and provide other services. The data obtained with the help of Google Analytics does not allow us to identify certain users. You can additionally get acquainted with the principles of security and privacy of Google Analytics on the Internet by the address: https://support.google.com/analytics/answer/6004245?hl=ru.

4.2. You can prohibit the collection of data generated by cookies (including IP address in certain cases) in the process of using the Website, and their subsequent transmission to Google, as well as the processing of this data by Google, by downloading and installing a plug-in for your web client (web browser), available in the Internet by the address: https://tools.google.com/dlpage/gaoptout/eula.html?hl=ru.

5. **Yandex.Metrica**

5.1. We use Yandex.Metrica, a web analytics service (hereinafter referred to as the **"Yandex"**).

5.2. Yandex.Metrica uses cookies to analyze the activity of the Website users.

5.3. The information collected with the help of cookies does not disclose the identity of the user, but can help improve the Website operation. Information on the use of the Website collected with the help of cookies will be transmitted to Yandex and stored on Yandex's own servers. Yandex will process this information in order to evaluate how the Website is used, compile reports on the operation of the Website and provide other services. Yandex processes the specified information in accordance with the terms of the use of the Yandex.Metrica service.

5.4. You can prohibit the collection of data generated by cookies in the process of using the Website and their subsequent transfer to Yandex, as well as the processing of these data by Yandex, by downloading and installing a plugin for your web client (web browser), available on the Internet by the address: https://yandex.com/support/metrica/general/opt-out.html?lang=ru.

6. How to disable cookies?

13.1. You can regulate the collection of information cookies by making appropriate settings in your web client (web browser). To get instructions on how to block or delete any cookies, go to "Help" or "Support" section of your web client (web browser). In case the cookies function is disabled or blocked, we cannot guarantee the functionality of the Website and the availability of its functionality in a comprehensive manner. Information about the management of cookies in the web client (web browser) can be obtained on the Internet by the following addresses:

Internet Explorer: https://support.microsoft.com/ru-ru/help/17442/windows-internet-explorer-delete-manage-cookies

Edge: https://support.microsoft.com/ru-ru/microsoft-edge/удаление-файлов-cookie-в-microsoft-edge-63947406-40ac-c3b8-57b9-2a946a29ae09

Firefox: https://support.mozilla.org/ru/kb/vklyuchenie-i-otklyuchenie-kukov-ispolzuemyh-veb-s

Chrome: https://support.google.com/chrome/answer/95647?hl=ru

Safari: https://support.apple.com/ru-ru/guide/safari/sfri11471/mac

7. Cookies used and their expiration date

Name	Cookies type	Usage reasons	File type and expiration date

_gat	Service	Limits the frequency of requests	1 minute
_ga	Service	Allows to distinguish between users	12 months
_gid	Service	Allows to distinguish between users	5 days
_ym_d	Service	Stores the date of the user's first visit	12 months
_ym_isad	Service	Used to determine whether a visitor uses advertising blockers	2 days
_ym_uid	Service	Used to identify the user	12 months
_ym_uid	Service	These cookies are used by Yandex.Metrica to collect information about the characteristics of the visitor, his behavior on the pages of the Website, targeted actions, etc.	12 months
XSRF-TOKEN	Functional	Supports a secure session for you, during your Website visit	2 hours

8. Final provisions of the Rules

8.1. Amendments and/or additions to the Rules may be made periodically. If changes are made to the Rules, an updated version of the Rules will be posted on the Internet by the address: https://otp-ninja.com/docs2/cookies.pdf., meanwhile, the Website administration will not inform the Website users about such amendments by sending them any special notifications. The user is recommended to regularly view the given page in order to have relevant information.