

Terms of Use for the Unified Information System for the Development of Volunteering

The rights to the website of the unified information system for the Development of Volunteering (hereinafter referred to as the "Site," the "Dobro.org platform") belong to the Association of Volunteer Centers, Non-Profit Organizations, and Public Development Institutes "Dobro.rf" (Primary State Registration Number (OGRN) 1147799008851, address: 123112, Moscow, Presnensky municipal district, Presnenskaya Naberezhnaya, building 12). The Site Administration (hereinafter – the "Administration") is a division of the Association of Volunteer Centers, Non-Profit Organizations, and Public Development Institutes "Dobro.rf" (hereinafter – the "Dobro.rf Association") and carries out activities to support the website.

The Administration provides users with access to use its online services under the terms that are the subject of these Terms of Use of the Site (hereinafter – the "Terms"). In this regard, it is necessary to carefully review the provisions of these Terms, which are considered by the Administration as a public offer in accordance with Article 437 of the Civil Code of the Russian Federation.

1. Terms and Definitions

1.1. User – an individual or legal entity registered on the Site in accordance with the procedure established by these Terms, who has received a unique login and password for accessing protected pages of the Site, has reached the age permissible in accordance with the legislation of the Russian Federation to accept these Terms, and possesses the appropriate authority.

1.2. Site – the content of the Internet page located on the Internet at the network address dobro.org (including all levels of the specified domain, both functioning on the date of the User's acceptance of these Terms and launched/put into operation throughout the entire term of their validity), which is used by the User in accordance with these Terms.

2. Status of the Terms of Use

2.1. These Terms are developed by the Administration and determine the conditions for the use and development of the Site, as well as the rights and obligations of its Users and the Administration. The Terms also apply to relations concerning the rights and interests of third parties who are not Users, but whose rights and interests may be affected as a result of Users' actions.

2.2. These Terms constitute a legally binding agreement between the User and the Administration (hereinafter – the "Parties"), the subject of which is the provision by the Administration to the User of access to use the Site and its functionality.

2.3. The relations between the Parties may be additionally regulated by separate

documents and agreements governing the use of the respective Site. The application of such additional documents and agreements does not cancel the effect of these Terms.

2.4. The User is obliged to fully familiarize themselves with these Terms before registering on the Site. The User's registration on the Site signifies the User's full and unconditional acceptance of these Terms in accordance with Article 438 of the Civil Code of the Russian Federation.

2.5. These Terms may be modified and/or amended by the Administration unilaterally without any special notice. These Terms are an open and publicly available document. The current version of the Terms is located on the Internet at: <https://dobro.org/terms>. Continued use of the Site by the User after amendments and/or additions are made to these Terms signifies the User's acceptance and consent to such amendments and/or additions.

3. Status of the Site

3.1. The Site is an Internet resource and constitutes a set of information and computer programs contained in an information system that ensures the accessibility of such information on the Internet at the network address dobro.org.

3.2. All rights to the Site as a whole and to the use of the network address (domain name) dobro.org belong to the Dobro.rf Association.

3.3. These Terms establish the conditions under which the rights to use information and results of intellectual activity (including, but not limited to, literary, musical, audiovisual works and phonograms, works of graphics and design, photographic works, computer programs) within individual sections of the Site may belong to Users and other persons who independently created and/or placed said objects on the Site without the direct participation of the Administration.

4. Site Administration

4.1. Inquiries, proposals, and claims from individuals and legal entities to the Administration in connection with these Terms and all issues regarding the functioning of the Site, violations of the rights and interests of third parties during its use, as well as for requests from persons authorized by the legislation of the Russian Federation, may be sent to the address of the Dobro.rf Association.

4.2. Regarding the functioning and development of the Site, the Administration is guided by the legislation of the Russian Federation, these Terms, and other special documents that have been developed or may be developed and adopted by the Administration to regulate the provision of access to Users to individual functionality of the Site.

4.3. No provisions of these Terms grant the User the right to use the trade name, trademarks, domain names, and other distinctive signs of the Administration. The right to use the trade name, trademarks, domain names, and other distinctive signs of the

Administration may be granted exclusively under a written agreement with the Administration.

5. Registration on the Site and User Status

5.1. User registration on the Site is free, voluntary, and carried out at the Internet address: dobro.org.

5.2. When registering on the Site, the User is obliged to provide the Administration with the necessary reliable and up-to-date information to form the User's personal page, including a unique login (email address or a combination of Latin letters and numbers for logging into the Site) and password for accessing the Site, as well as last name and first name. The Site's registration form may request additional information from the User.

5.3. The User is responsible for the accuracy, relevance, completeness, and compliance with the legislation of the Russian Federation of the information provided during registration and its freedom from claims of third parties.

5.4. During registration, the User agrees to these Terms and assumes the rights and obligations specified therein related to the use and functioning of the Site.

5.5. After successful registration of the User on the Site, the Administration assumes the rights and obligations towards the User specified in these Terms.

5.6. The processing of the User's personal data is carried out in accordance with the legislation of the Russian Federation, as well as in accordance with the Public Policy on the Processing of Personal Data of the Dobro.rf Association (hereinafter – the Public Policy). The Public Policy, as well as the Consent to the Processing of Personal Data (hereinafter – the Consent), provides a list of collected and processed personal data of Users, a list of purposes for processing personal data, and a list of third parties and organizations to which the Dobro.rf Association entrusts the processing of users' personal data. The processing of personal data of Russian citizens by foreign organizers of volunteer activities when using the resources of the Dobro.org platform in the process of preparing and conducting online events is carried out exclusively on the territory of the Russian Federation. All actions for processing personal data of Russian citizens by foreign organizers of volunteer activities occur on information carriers located on the territory of the Russian Federation, in the possession or use of the Dobro.rf Association. The transfer of personal data of Russian citizens to the territory of a foreign state during their processing by foreign organizers of volunteer activities is not permitted. The foreign organizer of volunteer activities, when carrying out actions to process personal data in the process of using the information resources of the Unified Information System for the Development of Volunteering DOBRO.ORG, undertakes not to allow copying or transfer of personal data of Russian citizens to technical carriers located on the territory of a foreign state. When registering on the Site, the User agrees to the Public Policy and gives informed voluntary Consent. When performing other, usually time-limited, actions on the

Site, additional Consent may be requested from the User if performing new User actions requires the collection and processing of an expanded list of personal data of Users, purposes of processing personal data, as well as third parties and organizations to which the Dobro.rf Association entrusts the processing of users' personal data. If the Public Policy and Consent are changed, the Administration notifies Users in newsletters and on the website about these changes. If, after changes to the Public Policy, the User continues to use the site or, after 10 calendar days from the publication of a notice about such changes, the User has not sent a written notification to the Administration about the withdrawal of Consent to the processing of personal data, then the User thereby expresses informed and voluntary consent to the changes in the Public Policy. Upon receiving a written notification about the withdrawal of Consent to the processing of personal data, the Administration ceases processing the User's personal data in accordance with the Public Policy.

5.7. The login and password chosen by the User are necessary and sufficient information for the User to access the Site. The User does not have the right to transfer their login and password to third parties, bears full responsibility for their safety, independently choosing the method of their storage. On the hardware and software used, the User may allow the storage of the login and password (using cookies) for subsequent automatic authorization on the Site.

5.8. Unless proven otherwise by the User, any actions performed using their login and password are considered to have been performed by the respective User. In case of unauthorized access to the login and password and/or the User's personal page, or distribution of the login and password, the User is obliged to immediately notify the Administration of this in the established manner.

5.9. After registration, the User obtains the right to independently, for personal non-commercial purposes, create, use, and determine the content of their own personal page within the functionality provided by the [Dobro.org](https://dobro.org) platform.

5.10. The User, as the owner of information posted on their own personal page, acknowledges that, except for cases established by these Terms and the current legislation of the Russian Federation, the Administration does not participate in the formation and use of content and control of other users' access to the User's personal page.

5.11. Regarding information about themselves, the User has the right to: (a) independently delete information previously posted by the User on the Site; (b) delete the User's personal page by contacting technical support with a request to "delete their page."

6. When using the Site, the User is obliged to:

6.1. comply with the provisions of the current legislation of the Russian Federation, these Terms, and other special documents of the Administration;

- 6.2. provide reliable, complete, and up-to-date data during registration and monitor their updates;
- 6.3. inform the Administration about unauthorized access to the personal page and/or about unauthorized access and/or use of the User's password and login;
- 6.4. not grant other Users access to their own personal page or to specific information contained on it, if this may lead to a violation of the legislation of the Russian Federation and/or these Terms, special documents of the Administration;
- 6.5. not post on the personal page information and objects (including links to them) that may violate the rights and interests of other persons or violate the legislation of the Russian Federation;
- 6.6. keep confidential and not provide to other Users and third parties any personal data (including, but not limited to, home addresses, phone numbers, email addresses, social network and messenger identifiers, passport data, banking information) and information about the private lives of other Users and third parties that became known to them as a result of communication with other Users and other use of the Site, without obtaining the appropriate prior permission from the latter;
- 6.7. back up information important to the User stored on their personal page.

7. When using the Site, the User is prohibited from:

- 7.1. collecting personal data of other Users;
- 7.2. using any automatic or automated means to collect information posted on the Site;
- 7.3. conducting propaganda or agitation inciting social, racial, national, or religious hatred and enmity, propaganda of war, social, racial, national, religious, or linguistic superiority;
- 7.4. posting on the Site or transmitting through Personal Messages information with restricted access (confidential information) of third parties, if the User does not have sufficient rights by law or contract to disclose this information;
- 7.5. posting, reproducing, copying, processing, distributing, publishing on the Site, making publicly available, downloading, transmitting, selling, or otherwise using in whole or in part the Content of the Administration, the Administration's Partners, other Users, and third parties without their prior permission, except for cases established by the Terms, current legislation of the Russian Federation, as well as cases where the rightsholder has expressly expressed their consent to the free use of their own Content by any person. It is not permitted to post Content on the Site if the User does not have the necessary rights and/or consent of the rightsholder for this;
- 7.6. posting on the Site messages, graphic images, or other materials (including those that do not correspond to reality), the posting of which damages or may damage the honor, dignity, and business reputation of a citizen or the business reputation of an organization;
- 7.7. Uploading or otherwise making publicly available (publishing on the Site) content

from other sites, databases, and other results of intellectual activity in the absence of expressly stated consent of the rightsholder;

7.8. Uploading, transmitting, or publishing content on the Site if the User does not have the appropriate rights to perform such actions, acquired or transferred in accordance with the legislation of the Russian Federation;

7.9. posting on the Site messages containing obscene words and expressions;

7.10. posting on the Site materials of a pornographic nature or hypertext links to Internet sites containing such materials;

7.11. posting on the Site personal data, including contact details, of other Users or other persons without their prior consent;

7.12. indicating during Account registration or subsequently entering knowingly false or fictitious information about oneself, in particular others' or fictitious names and surnames;

7.13. posting on the Site as one's own photograph images of other persons or fictitious characters, images of animals, objects, abstract images, as well as any other graphic images that are not images of the User posting these images;

7.14. registering a User Account for use by a group of persons or an organization, except in cases where the User is a legal entity;

7.15. registering more than one User Account by the same person;

7.16. posting on the Site in open access without the prior consent of the Administration, transmitting through Personal Messages without the prior consent of the User, text messages, graphic images, and other materials that contain advertising;

7.17. taking actions aimed at destabilizing the functioning of the Site, attempting unauthorized access to the management of the Site or its closed sections (sections accessible only to the Administration), as well as taking any other similar actions;

7.18. gaining unauthorized access to other Users' Accounts by guessing or entering a password, as well as attempting such access;

7.19. using the Site for any commercial purposes without the prior permission of the Administration, except as provided for by these Terms;

7.20. sending spam – mass mailing of commercial, political, advertising, and other information (including hyperlinks leading to Internet sites with such information and/or to Internet sites containing malicious software) in Personal Messages, comments, messages on forums of Users' Personal Pages, etc., if the recipient Users have not expressed their consent to receive such information.

7.21. The User bears personal responsibility for any information they post on the Site, communicate to other Users, as well as for any interactions with other Users, carried out at their own risk.

7.22. In case of the User's disagreement with these Terms or their updates, the User is obliged to stop using it, informing the Administration of this in the established manner.

8. Intellectual Property Terms

8.1. All objects posted on the Site, including design elements, text, graphic images, illustrations, video, scripts, programs, music, sounds, and other objects and their collections (hereinafter – "Content"), are objects of exclusive rights of the Administration, Users, and other rightsholders; all rights to these objects are protected.

8.2. The User guarantees that the placement on the Site or transmission through Personal Messages of information, Content, other legally protected results of intellectual activity, their parts or copies, as well as other materials, does not violate anyone's rights and legitimate interests. In the event of claims from third parties in connection with the User's violation of the Terms regarding the placement of information and/or Content of third parties, the Administration has the right to transfer, within the limits permitted by law, the contact information of the User available to it to the persons who filed the claims, for the purpose of settling the disagreements that have arisen.

8.3. The User guarantees that they will take appropriate measures to ensure the confidentiality of the credentials (login and password) used by them to authorize on the Site and to prevent the possibility of authorization by other persons.

8.4. The Administration maintains the confidentiality of correspondence conducted by Users through Personal Messages.

8.5. Except for cases established by these Terms, as well as the current legislation of the Russian Federation, no Content may be copied (reproduced), processed, distributed, displayed in a frame, published, downloaded, transmitted, sold, or otherwise used in whole or in part without the prior permission of the rightsholder, except for cases where the rightsholder has expressed their consent to the free use of the Content by any person.

9. Liability for Violation of Exclusive Rights

9.1. The User bears personal responsibility for any Content or other information that they upload or otherwise make publicly available (publish) on the Site or with its help. The User does not have the right to upload, transmit, or publish Content on the Site if they do not have the appropriate rights to perform such actions, acquired or transferred to them in accordance with the legislation of the Russian Federation. If a violation of rights is detected, the Rules for Considering Complaints about User Content are used to file complaints.

9.2. The Administration may, but is not obliged to, review the Site for prohibited Content and may delete or move (without notice) any Content or users at its sole discretion, for any reason or no reason, including without limitation moving or deleting Content that, in the sole opinion of the Administration, violates these Terms, the legislation of the Russian Federation and/or may violate the rights, cause harm, or threaten the security of other Users or third parties.

9.3. The Site contains (or may contain) links to other sites on the Internet (third-party

sites), as well as articles, photographs, illustrations, graphic images, music, sounds, video, information, applications, programs, and other Content belonging to or originating from third parties (Third-Party Content), which is the result of intellectual activity and protected in accordance with the legislation of the Russian Federation.

9.4. These third parties and their Content are not checked by the Administration for compliance with any requirements (accuracy, completeness, good faith, etc.). The Administration is not responsible for any information posted on third-party sites to which the User gains access through the Site or through Third-Party Content, including any opinions or statements expressed on third-party sites or in their Content.

9.5. The Site Administration may, but is not obliged to, moderate Content and has the right to delete or move (without notice) any Content or block Users at its discretion if, in the opinion of the Administration, such Content violates these Terms, the legislation of the Russian Federation, or may cause harm to the rights and interests of other Users or third parties.

9.6. If the User decides to leave the Site and go to third-party sites or use or install third-party programs, they do so at their own risk, and from that moment these Terms no longer apply to the User. In further actions, the User should be guided by applicable norms and policies, including the business customs of those persons whose Content they intend to use.

10. Site Functioning and Liability for Its Use

10.1. Users are responsible for their own actions in connection with the creation and placement of information on their own personal page on the Site, as well as in connection with the placement of information in other sections of the Site in accordance with the current legislation of the Russian Federation. Violation of these Terms and the current legislation of the Russian Federation entails civil, administrative, and criminal liability.

10.2. The Administration guarantees the use by the Administration of the email address and mobile phone number specified in the User's Account for communication between the Administration and the User, sending notifications, messages, and SMS messages to the User, as well as for providing the User with services, using Services, and other capabilities of the Site with the User's consent, which can be expressed using the Site's functionality, unless otherwise provided by the Terms or current legislation.

10.3. The Administration ensures the functioning and operation of the Site and undertakes to promptly restore its operations in case of technical failures and interruptions. The Administration is not responsible for possible failures and interruptions in the operation of the Site and the resulting loss of information. The Administration is not responsible for any damage to the User's computer, mobile devices, any other equipment, or software caused by or related to the use of the Site or sites accessible via hyperlinks posted on the

Site.

10.4. The Administration is not responsible for password guessing by third parties and any actions performed by them using the User's Account.

10.5. The Administration is not liable for any damage, including lost profits, or harm caused in connection with the use of the Site, Content, or other materials to which the User or other persons gained access using the Site, even if the Administration warned or indicated the possibility of causing such damage or harm.

10.6. The Administration is not liable for any damage that may be caused to the User, including data loss, due to the deletion of an Account, Content, or the cessation of the Service's or Site's functioning.

10.7. The Administration does not participate in resolving conflicts arising between Users, as well as between the User and the Administration's Partner. The Administration is not responsible for the failure to provide or incorrect provision of services to the User by the Administration's Partner, or for the User not receiving the expected results from using the Service of the Administration's Partner.

10.8. The User is responsible for unlawful actions carried out using the User's Account, as well as in connection with the placement of Content using their Account on the Site, the User's Profile, on other Users' Personal Pages, forums, in comments, and in other sections of the Site.

10.9. The User bears personal responsibility for any Content or other information that they upload to the Site or otherwise make publicly available on the Site or with its help. The User undertakes to independently and at their own expense settle all claims of third parties related to the unlawful placement of Content, including compensation for possible losses and legal costs.

10.10. Deletion of the User's personal page means automatic deletion of all information posted on it, as well as all User information entered during registration on the Site. After deleting the personal page, the User loses access to using the Site.

11. Links and Third-Party Content

11.1. The Site may contain links to other Internet resources, articles, images, music, video, and other Third-Party Content.

11.2. The Administration does not check Third-Party Content for compliance with requirements of accuracy, completeness, or good faith.

11.3. The Administration is not responsible for information posted on third-party sites that the User accesses through the Site.

11.4. The presence of links or instructions for downloading files and installing programs does not mean support or endorsement by the Administration.

11.5. Links to sites, products, and services are not a recommendation or support by the Administration.

12. Rules for Working with Information on Donorship

12.1. Procedure for displaying information about donations:

- All non-financed donations of the User are displayed in the personal account;
- Publicly, only dates and the number of non-financed donations can be displayed;
- The "Honorary Donor" status is displayed at the User's discretion.

12.2. Privacy settings:

- By default, information about non-financed donations is hidden;
- Changing settings requires confirmation;
- Options available: "only for me," "for everyone."

12.3. Notification system:

- Notifications about the possibility of donation are generated automatically;
- The frequency of notifications is configured by the User;
- Disabling notifications is available at any time.

12.4. Deletion of information:

- The User can hide or delete information about non-financed donations;
- When deleting a profile, information about non-financed donations is deleted irrevocably;

12.5. Information about non-financed donations is published on the [Dobro.org](https://dobro.org) platform upon receipt of information from the operator of the unified database for the implementation of measures related to ensuring the safety of blood donorship and its components, the development, organization, and promotion of blood and its component donation, who has received the User's consent to the processing of personal data, or in the case of the User providing written consent to the processing of personal data containing information about donations.

13. Methodology for Accounting for Volunteer Activity of Subjects

13.1. Volunteer activity is the activity of individuals, groups of citizens, and/or organizations aimed at solving social, cultural, economic, and environmental problems in society, not related to making a profit, and carried out regardless of age, race, gender, and religion.

13.2. Subjects of volunteer activity on the Site are organizations registered in accordance with the legislation of the Russian Federation, registered on the Site, and having received the status of verified (having passed internal verification procedures by the Administration) subjects of volunteer activity, as well as individuals registered on the Site.

13.3. The verification procedure is carried out by the Administration checking the accuracy of data sent by the Organization.

13.4. The Organization has the right to post on the Site information about planned events that correspond to the directions of volunteer activity.

13.5. An application for posting an event undergoes moderation by the Administration. The event moderation procedure is carried out by checking the accuracy of data sent by the Organization.

13.6. The Administration reserves the right to refuse to publish an organization and event on the Site.

13.7. A Volunteer has the right to participate in events published on the Site, agreeing to transfer their personal data automatically by joining the event via the Site.

13.8. The organizer of volunteer activity is obliged, within 60 (sixty) days after the event published on the Site, to enter information about the hours worked and a review of the volunteer's participation in the event through the organizer's personal account. After the organizer evaluates the volunteer's work, a record of participation in the corresponding event is entered into the electronic volunteer book. If a volunteer participated in one or more events on one day, then organizers registered on the Site cannot assign more than 8 hours in total per day to one volunteer for any number of events. If fake experience is discovered during the organization's verification, the Site Administration has the right not to verify the organization. Fake experience is identified according to the following rules:

1. For one day of participation in event(s), one cannot receive more than 8 hours in total.
2. The total sum of hours assigned should not exceed the duration of the event.
3. A volunteer cannot receive hours for vacancies within one event if they took place at the same time.
4. A volunteer cannot receive hours simultaneously for several events if they took place at the same time. An exception is short-term events that in total do not exceed 8 hours per day.

The Site Administration has the right to block the Organizer's account for repeated detection of assigning volunteers more than 8 hours per day. Current rules for assigning volunteer hours can be read in the Knowledge Base at

<https://dobro.org/kb>

13.9. List of data contained in the electronic volunteer book:

- Last name, first name, patronymic (if any);
- Year of birth;
- Place of residence (locality);
- Brief information about the volunteer;
- Participation in an event (date, start and end time of the event, event name, role name, organizer's name, description of functions performed by the volunteer).

13.10. The Volunteer has the right to publish their electronic volunteer book on their personal page on the Site.

14. Methodology for Accounting Charity Activity and Receiving Charity Assistance

14.1. Charitable activity is carried out in accordance with paragraph 2 of Article 3 of the Federal Law of August 11, 1995, No. 135-FZ "On Charitable Activities and Volunteering."

14.2. Donors carry out charity donations in the following forms:

1. Selfless (gratuitous or on preferential terms) transfer of property into ownership, including funds and/or intellectual property objects;
2. Selfless (gratuitous or on preferential terms) granting of rights of possession, use, and disposal of any objects of property rights;
3. Selfless (gratuitous or on preferential terms) performance of work, provision of services.

14.3. Donors have the right to determine the purposes and procedure for using their donations.

14.4. Beneficiaries – persons receiving charitable donations from donors, assistance from volunteers.

14.5. The provision and receipt of charitable donations on the Site is possible only for verified Users.

14.6. For verification on the Site, donors and beneficiaries need to complete the registration procedure in the federal state information system "Unified System of Identification and Authentication in the Infrastructure Ensuring Information-Technological Interaction of Information Systems Used for Providing State and Municipal Services in Electronic Form" (hereinafter – ESIA) and, using it, undergo identification and authentication in the system.

14.7. Depending on the charity programs in which Users participate, additional verification requirements may be imposed on them.

14.8. Verified donors can create applications for participation in charity programs published on the site, as well as create charity programs.

14.9. Verified beneficiaries can create applications to receive charitable donations, agreeing to transfer their personal data automatically.

14.10. Applications for participation or creation of a charity program, as well as applications to receive charitable donations, undergo moderation by the Administration. The moderation procedure is carried out by checking the accuracy of the provided information.

14.11. The Administration reserves the right to refuse to accept applications and place the provided information on the Site.

15. Final Provisions

15.1. These Terms constitute an agreement between the User and the Administration regarding the procedure for using the Site and its functionality and supersede all

previous agreements between the User and the Administration.

15.2. These Terms are governed by and interpreted in accordance with the legislation of the Russian Federation. Issues not regulated by the Terms shall be resolved in accordance with the legislation of the Russian Federation.

15.3. All possible disputes arising from or related to these Terms shall be resolved in accordance with the current legislation of the Russian Federation. The User and the Administrator will make every effort to settle disagreements through negotiations between them.

15.4. Nothing in the Terms may be understood as establishing agency relations, partnership relations, joint activity relations, personal employment relations, or any other relations not expressly provided for by the Terms between the User and the Administration.

15.5. If any provision of the Terms is recognized by a court as invalid or unenforceable, this does not invalidate the other provisions of the Terms.

15.6. Inaction on the part of the Administration in case of violation of the Terms by any of the Users does not deprive the Administration of the right to take later appropriate actions to protect its interests and protect copyrights to materials of the Site protected in accordance with the law.

15.7. These Terms come into force for the User from the moment of their acceptance and remain in effect for an indefinite period.