

Conditions of use of self-service online system mans.oneit.lv

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1. General conditions

- 1.1. SIA "Latnet", registration number 50003913971, Uriekstes iela 2A - 24, Riga, LV-1005, hereinafter – LATNET, is the owner of the online system mans.oneit.lv, hereinafter – the Online System.
- 1.2. These Conditions of Use are binding upon each user of the Online System (hereinafter – the SUBSCRIBER), which is confirmed by the user by using the Online System.
- 1.3. The amount of Online System information and services accessible to SUBSCRIBERS can differ, based on the Distance Agreement concluded between the SUBSCRIBER and LATNET.
- 1.4. LATNET performs data processing in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter – the Regulation), the Personal Data Processing Law and other regulatory enactments of the Republic of Latvia.

2. Authorization and identification of the SUBSCRIBER

- 2.1. To create an account in the Online System, the SUBSCRIBER has to register in the Online System mans.oneit.lv, entering a username and a password. The SUBSCRIBER has to enter a username, which consists of the SUBSCRIBER's current e-mail address, and a password.
- 2.2. The Customer can also request creating a SUBSCRIBER's account. In this case the Customer has to send an electronic application to LATNET, indicating contact information of the main SUBSCRIBER. LATNET creates an account for the main SUBSCRIBER and sends access data to the e-mail address of the main SUBSCRIBER.
- 2.3. If the SUBSCRIBER's password is forgotten, the SUBSCRIBER has to use the password restoring form, which is available on the Home page of mans.oneit.lv, entering the e-mail address registered in the Online System, to which an instruction for restoring the password will be sent.
- 2.4. The SUBSCRIBER is responsible for not disclosing the password to third parties, disregarding the type of disclosure, as well as for timely changing and security of this password. The SUBSCRIBER is responsible for any action that is carried out using the SUBSCRIBER's username and password.

3. Blocking/unblocking of the Online Account

- 3.1. The SUBSCRIBER's account can be blocked, if during logging in to the system the SUBSCRIBER enters a wrong username 10 (ten) times; in this case access to the SUBSCRIBER's Online System profile is blocked for 1 (one) hour and information with an instruction for restoring access is sent to the SUBSCRIBER's registered e-mail address.

4. Deletion of the SUBSCRIBER's account

- 4.1. Deletion of account data of the Online System SUBSCRIBER is carried out at the SUBSCRIBER's written request or in cases, when the SUBSCRIBER is not

anymore a client of such services of LATNET, which require registration on the self-service portal, and 6 months have passed since termination of provision of such services.

4.2. The main SUBSCRIBER can delete additional user accounts.

5. Special conditions of use of the Online System

5.1. The SUBSCRIBER is obliged to carefully become acquainted with the Conditions of Use and approve own consent for observing these conditions. Use of the Online System shall be considered as an approval that the SUBSCRIBER has become acquainted with the Conditions of Use.

5.2. The SUBSCRIBER confirms that the data submitted during registration in the Online System is true and effective. In the case of providing false data, LATNET is entitled to terminate the SUBSCRIBER's access to the Online System account.

5.3. LATNET does not assume any responsibility for harm caused to the SUBSCRIBER, if the SUBSCRIBER has not observed the conditions mentioned in Paragraph 2.4.

5.4. LATNET is entitled to unilaterally determine the volume of services available in the Online System and the procedure for provision of these services, with the rights to change the procedure at any time.

5.5. LATNET ensures accessibility of the Online System on a 24-hour basis. LATNET reserves the rights to interrupt functioning of the Online System or separate sections, which is related to maintenance, servicing and improvement works of the portal and related systems.

5.6. LATNET is entitled to limit or terminate the SUBSCRIBER's access to the Online System at its reasonable discretion, if the SUBSCRIBER violates the Conditions of Use.

5.7. When illegal action is detected in LATNET network or reasonable suspicion has arisen about illegal action, promotion of unauthorised access or prolonged and malicious impeding of other SUBSCRIBERS, LATNET is entitled to address law enforcement authorities pursuant to the procedure stipulated by regulatory enactments, in order to eliminate the detected violations.