

SKILLS TRANSFER SA PRIVACY POLICY – PB free

READ THIS POLICY CAREFULLY BEFORE USING THIS APP; ROAD SUPERVISION INTRODUCTION

YOUR CONTINUED USE OF THIS APP INDICATES THAT YOU HAVE BOTH READ AND AGREE TO THE TERMS OF THIS PRIVACY POLICY. YOU CANNOT USE THIS APP IF YOU DO NOT ACCEPT THIS POLICY.

1. Privacy Policy

- 1.1. For the purposes of this section, Personal Information will be understood in accordance with the definition provided in the Protection of Personal Information Act 4 of 2013 ("the Act"). We also subscribe to the principles for electronically collecting personal information outlined in the Act, and the further legislation referred to therein. We endeavour to ensure the quality, accuracy and confidentiality of Personal Information in our possession.
- 1.2. In adopting this Privacy Policy, we wish to balance our legitimate business interests and your reasonable expectation of privacy. Accordingly, we will take all reasonable steps to prevent unauthorised access to, or disclosure of your Personal Information. However, it is impossible to guarantee that your Personal Information shall be 100% secure.
- 1.3. In utilising our App users may be asked to provide the following information (Personal Information):
 - 1.3.1. Name
 - 1.3.2. Email
- 1.4. Emails are collected only if the user want a certificate sent to them after completing all 13 tests.
- 1.5. This Privacy Policy constitutes your consent as contemplated in section 69 of the Act. Where necessary, we will seek to obtain your specific consent in future instances should we deem same required by law and where your consent herein might not be lawfully sufficient.
- 1.6. By agreeing to the terms contained in this Privacy Policy, you consent to the use of your Personal Information in relation to:
 - 1.6.1. The provision of marketing related services to you by us
- 1.7. We store your Personal Information directly, or alternatively, store your Personal Information on, and transfer your Personal Information to, a central database.
- 1.8. Your information will not be stored for longer than is necessary for the purposes described in this Privacy Policy or as required by applicable legislation.
- 1.9. The Personal Information we collect from users shall only be accessed by our employees, representatives and consultants on a need-to-know basis, and subject to reasonable confidentiality obligations binding such persons.
- 1.10. We constantly review our systems and data to ensure the best possible service to our users. We do not accept any users, or representatives of users, under 18 years of age or who otherwise does not have the relevant capacity to be bound by this Privacy Policy.

- 1.11. We will not sell, share, or rent your Personal Information to any third party or use your e-mail address for unsolicited mail. Any emails sent by us will only be in connection with the revision of our services and/or the marketing thereof.

2. Log Files

- 2.1. When you use our App, we may collect information, such as your IP address, the name of your ISP (Internet Service Provider), your browser, the date and length of your visit, how many times you attempted the tests and your score, how many times you watched the videos, how many times you opened the pdf files, This information is not shared with third parties and is used only within the company on a need-to-know basis. Any individually identifiable information related to this data will never be used in any way different to that stated above, without your explicit permission.

3. Disclosure of Personal Information

- 3.1. We do not disclose your Personal Information to anyone outside Party.

4. Cookies

- 4.1. We don't use cookies.

5. Lodging of Complaints

- 5.1. We only process your Personal Information in compliance with this Privacy Policy and in accordance with the relevant data protection laws. If, however you wish to raise a complaint regarding the processing of your Personal Information or are unsatisfied with how we have handled your Personal Information, you have the right to lodge a complaint with the information Regulator:

5.1.1 Telephone: +27 (0) 73 696 0788; or

5.1.2 Email: support@skillstransfersa.co.za