

**South African Venture Capital and Private Equity Association NPO (“SAVCA”)**

NPO Registration Number: 2000/028170/08

**WEBSITE PRIVACY POLICY**

This Privacy Policy (“Policy”) governs the collection, management and disclosure of personal information that SAVCA (“We”, “Us” or “Our”) collects through the SAVCA website (“the Website”) accessible at [www.savca.co.za](http://www.savca.co.za). We respect Your rights to responsible management of Your personal information under the Protection of Personal Information Act 4 of 2013 (“the Act”). For the purposes of this Policy, personal information is defined in accordance with the definition provided in the Act. Use of the Website is subject to this Policy. By using this Website, you (“You” or “Your” may be used interchangeably with “User”) signify consent to processing of personal information in accordance with this Policy. SAVCA may amend this Policy at any time. All amended terms shall be effective immediately upon the posting of the revised policy and any subsequent activity in relation to the Website shall be governed by such amended terms and conditions of usage. If the User does not agree with any term in this Policy, please do not use this Website or submit any personally identifiable information through this Website. You are not required to provide any Personal Information on the public areas of this Website. However, You may choose to do so by completing online forms on various sections of the Website or otherwise made available through the Website.

**If You do not agree to the Terms of this Policy, please do not use the Website.**

**This Policy was last revised on 10 November 2020.**

**You are advised to regularly check the Website for any amendments or updates.**

**Enquiries: [info@savca.co.za](mailto:info@savca.co.za)**

**1. Personal Information Collection and Use**

- 1.1. SAVCA and/or its authorised agents and/or its representatives may collect, process, and store certain Personal Information from You in connection with Your use of the Website provided to You by SAVCA.
- 1.2. Users’ Personal Information will not be shared, sold, rented or disclosed other than as described in this Privacy Policy.
- 1.3. This Privacy Policy meets the requirements of notification and collection as per the Act.
- 1.4. For the purpose of this Privacy Policy, Personal Information is defined in accordance with the definition in the Act. Generally, such information is information that can be used to personally identify You. In particular, however, SAVCA may collect information from Users, for the purpose of allowing You access to the Website, such as:
  - 1.4.1. First name and surname;

- 1.4.2. telephone/cellphone number;
  - 1.4.3. email address;
  - 1.4.4. company name;
  - 1.4.5. details of responses to Your enquiries and any online communications between us and You;
  - 1.4.6. any additional information relating to You that You provide to us directly through our Website or indirectly through use of our Website or online presence; and
  - 1.4.7. any unsolicited information provided to us that we could have otherwise lawfully collected.
- 1.5. We collect Personal Information from the following persons:
- 1.5.1. natural persons over 18,
  - 1.5.2. juristic persons duly represented,
  - 1.5.3. website visitors, and
  - 1.5.4. people who send enquiries or requests to Our contact email address and/or online forms.
- 1.6. Should the information We collect personally identify You, or You are reasonably identifiable from it, the information will be considered Personal Information.
- 1.7. You consent to the receipt of direct marketing communications regarding all future business activities and news.
- 1.7.1. Consent to receive direct marketing communications can be revoked at any time by contacting Us via email at **info@savca.co.za**.
- 1.8. SAVCA uses online forms to collect Personal Information. By submitting Your Personal Information, You expressly consent to the collection, processing, sharing and storage of Your Personal Information as defined in this Policy.
- 1.9. SAVCA may also automatically collect and store non-personally identifiable information related to Your use of the Website. Non-personally identifiable information may include Personal Information that has been aggregated.

- 1.10. Your Personal Information is used for the following:
  - 1.10.1. to enable access and ease of use of the Website;
  - 1.10.2. to assess the performance of the Website and to improve the operation of the Website;
  - 1.10.3. to send You information on relevant services, seminars, training and events;
  - 1.10.4. to process and respond to any complaint made by You;
  - 1.10.5. to engage in electronic communications and transactions with You;
  - 1.10.6. to update Our records;
  - 1.10.7. to keep Your contact details up to date;
  - 1.10.8. to compile anonymous statistical data and analysis for use internally or with third parties;
  - 1.10.9. to resolve disputes and troubleshoot problems;
  - 1.10.10. to provide You with marketing material or marketing services in a manner that complies with the Consumer Protection Act 68 of 2008 and the Protection of Personal Information Act 4 of 2013; and
  - 1.10.11. to comply with any law, rule, regulation, lawful and binding determination, decision or direction of a regulator, or in cooperation with any governmental authority of any country (or political subdivision of a country).
- 1.11. We use cookies or other tracking technologies to collect information such as the pages You visit or the information You request. The information collected is kept confidential. The use of tracking technologies enables Us to keep track of Your use of the Website, so that We may provide You with further information.
- 1.12. Personal Information is automatically collected in relation to Your visit to the Website, such information includes but is not limited to:
  - 1.12.1. Your browser type and version,
  - 1.12.2. Your device type,
  - 1.12.3. Your operating system,

1.12.4. Your IP address, and

1.12.5. Your geo-location.

1.13. We are also able to use the information collected to improve Our internal business processes. We research Our Users' habits, measure traffic patterns in the aggregate, analyse trends, administer the Website, track Users' movements and gather broad demographic information.

1.14. SAVCA uses Google Universal Analytics, which supports data collection without browser cookies. It helps Us to understand User interaction with Our Website and implement changes that evolve the Website to suit Your needs.

1.15. The Website hosting agents and/or service providers may automatically log Your "IP address" which is a unique identifier for Your computer and/or other access device. Such information collected is for aggregate purposes only and cannot be used to identify You personally.

## **2. Consent To Process Personal Information**

2.1. By using Our Website, You represent that You are of the age of 18 or older. This consent is effective on access and use of the Website .

2.2. You understand that such consent to the processing of Your Personal Information by SAVCA pertains to access and use of the Website. Processing shall include the collection, receipt, recording, organisation, collation, storage, updating or modification, retrieval, alteration, consultation, use, dissemination by means of transmission, distribution or making available in any other form, or merging, linking, as well as blocking, degradation, erasure or destruction of information.

2.3. You expressly consent to SAVCA retaining Your Personal Information once Your relationship with SAVCA has been terminated for: aggregate, statistical and reporting purposes.

2.4. In the event that You wish to revoke all consent pertaining to Your Personal Information and You would like SAVCA to remove and/or delete Your Personal Information entirely, You must notify SAVCA via email at **info@savca.co.za**.

2.5. Personal Information may be processed by SAVCA in the country where it was collected.

## **3. Handling Of Personal Information**

3.1. SAVCA endeavours to comply with all laws and regulations applicable to and pertaining to information and communications privacy including, but not limited to, the 1996 South African

Constitution and the Protection of Personal Information Act 4 of 2013 (“the Act”). SAVCA applies the principles of protection of Personal Information under the Act as well as further legislation referred to in the Act.

- 3.2. You may request access to any Personal Information We hold about You at any time by contacting Us via email at **info@savca.co.za**.
- 3.3. SAVCA seeks to ensure the quality, accuracy and confidentiality of Personal Information in its possession.
- 3.4. The User has the right to correct and update Personal Information as well as to revoke consent to the processing of Personal Information by SAVCA. The User, however, understands that SAVCA requires Personal Information to allow access to the Website and should the User decide to revoke consent SAVCA may not be able to provide the User with access to the Website.
- 3.5. There may be instances where we cannot grant You access to the Personal Information We hold. We may need to refuse access if granting access would interfere with the privacy of others, commercial information of a third party or if it would result in a breach of confidentiality. Should this be the case, We will give You written reasons for any refusal.
- 3.6. SAVCA will take all reasonable measures in order to ensure Your Personal Information is appropriately safeguarded, these precautions include, but are not limited to: the use of a sufficiently secure server, the installation of web security tools, regular website and file backups, as well as additional website updates.
- 3.7. Should an unauthorised person/s gain access to Your Personal Information SAVCA will contact You within a reasonable time to inform You of the security breach.
- 3.8. As Our Website and Services are linked to the internet, and the internet is inherently insecure, We cannot provide any assurance regarding the security of transmission of information You communicate to Us online. We also cannot guarantee that the information You supply will not be intercepted while being transmitted over the internet. Accordingly, any Personal Information or other information which You transmit to Us online is transmitted at Your own risk.
- 3.9. SAVCA will not sell, exchange or transfer Your Personal Information to any third party except as required in the provision of the SAVCA Services and in accordance with the consents provided by You.
- 3.10. SAVCA will make amendments and/or updates to this Privacy Policy on occasion. Amendments made to this Policy shall become immediately effective. We encourage You to periodically review

this Privacy Policy to keep informed about how We are protecting Your Personal Information. You can find the last date of change made to the Privacy Policy above for Your reference. Your continued Use of the Website is evidence of Your acceptance of this Privacy Policy and any updates made to it.

- 3.11. The Website may contain links to other websites. SAVCA is not responsible for the privacy practices of third party sites.

#### **4. Disclosure Of Personal Information**

- 4.1. Records relating to access to the Website by SAVCA to You and the Personal Information submitted by You may be required to be retained in terms of legislated records retention requirements, SAVCA's operational purposes and/or for production as evidenced by SAVCA in legal proceedings.

- 4.2. SAVCA may disclose Your Personal Information to:

- 4.2.1. Our employees to enable Us to operate Our business;

- 4.2.2. fulfil requests by You;

- 4.2.3. any organisation or party for any authorised purpose with Your express consent.

- 4.2.4. SAVCA may further disclose Your Personal Information under the following circumstances:

- 4.2.4.1. To comply with the law or with legal process;

- 4.2.4.2. To protect and defend SAVCA's rights, equipment, facilities and other property;

- 4.2.4.3. To protect SAVCA against misuse or unauthorised use of the Website ; and/or

- 4.2.4.4. To protect other Website Users or third parties affected negatively by Your actions in use of the Website.

- 4.2.5. Personal Information is stored on servers outside of South Africa. Your Personal Information is transferred across the border of the Republic. You hereby provide us with Your consent to store Your Personal Information outside of South Africa.

- 4.2.6. We have placed security safeguards to protect Your Personal Information through agreements concluded with third party service providers. We will not be held liable for any illegal activity or other activity that may result in a claim for damages due to lack of

protection of Your Personal Information whilst under the care of the third party. You hereby consent to our sharing of Personal Information with our third party service providers.

4.2.7. Should an unauthorised person/s gain access to Your Personal Information SAVCA will contact You within a reasonable time to inform You of the security breach.

## **5. Social Media / Third Party Plug Ins**

5.1. SAVCA's Website contains links to third party websites that provide more information about SAVCA that We believe offers useful information.

5.2. Social Media Third Party Website links contained in our Website include:

5.2.1. LinkedIn

5.2.2. Twitter

5.2.3. YouTube

5.3. The corresponding icons associated with these social media providers work as external links, so that no information is transferred to one of these providers without clicking on one of the icons.

5.4. By clicking on one of these links, You will be redirected to the website of the respective provider. The URL of the current page is passed as a parameter. SAVCA does not control these websites and we are not responsible for information You post or comments You make on these sites. SAVCA recommends that You review the privacy policies on the social media platforms You use before making remarks or observations in order to fully understand how Your information will be used, what information related to You will be in the public domain, and how You can stop or prevent this from occurring.

## **6. Objections, Complaints And Queries**

6.1. Should You have any questions about this Privacy Policy, or require a correction to be made to Your Personal Information that SAVCA keeps on record, or a copy of the record itself, or should You feel that You would like to object to the collection, use or processing of Your Personal Information by SAVCA or that You would like Us to delete Your personally identifiable information, then kindly send an email to **info@savca.co.za**. We will endeavour to make the correction, provide You with the record (We reserve Our right to charge a small fee in this case), cease processing of Your Personal Information and/or delete it, in accordance with Your request.

6.2. We will treat Your requests or complaints confidentially.