



Trustees for the Future (Pty) Ltd.

REGISTRATION NUMBER: 2006/006659/07

PRIVACY POLICY

This Policy includes the Company's Data Protection and Security Policy.

TRUSTEES FOR THE FUTURE (PTY) LTD.'S PRIVACY POLICY

Trustees for the Future (Pty) Ltd. is committed to protecting your privacy. You can visit most pages on our site without giving us any Information about yourself. But sometimes we do need Information to provide services that you request, and this Privacy Statement explains data collection and use in those situations. This Privacy Statement only applies to Trustees for the Future (Pty) Ltd.; it does not apply to other online or offline Trustees for the Future (Pty) Ltd. sites, products or services. Please read the complete Trustees for the Future (Pty) Ltd. Privacy Statement.

COMPLIANCE WITH THE PROTECTION OF PERSONAL INFORMATION ACT, ACT 4 OF 2013 AS AMENDED (PoPI ACT)

This Privacy Policy Statement is subject to the PoPI Act and requires the implementation of the Eight Conditions for the Lawful Protection of Personal Information in terms of the Act.

COLLECTION OF YOUR PERSONAL INFORMATION

We will ask you when we need Information that personally identifies you (Personal Information) or allows us to contact you. Generally, this Information is requested when you are registering before entering a contest, ordering e-mail newsletters, signing up for an event or training, or when purchasing and/or registering for any of our products. Personal Information collected by Trustees for the Future (Pty) Ltd. often is limited to e-mail address, language, country or location, but may include other Information when needed to provide a service you requested.

For example: If you choose a service or transaction that requires payment, such as making a purchase in the Shop area of the Website, we will request Personal Information necessary for billing and/or shipping, such as: name, address, telephone number, and credit card number.

When you buy and install a new product, we may ask you to register your purchase electronically. We keep this registration Information on file with any Information you've already given us on previous visits to our Website.

Trustees for the Future (Pty) Ltd. also collects certain Information about your computer hardware and software. This Information may include: your IP address, browser type, operating system, domain name, access times and referring Website addresses. This Information is used for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of Trustees for the Future (Pty) Ltd. Websites.

Trustees for the Future (Pty) Ltd. also collects Information about which pages our customers visit within our Web. This site visitation data is identified only by a unique ID number, and it is never linked with Personal Information unless a user consents as described below.

USE OF YOUR PERSONAL INFORMATION

We use your Personal Information for the following purposes:

1. To ensure our site is relevant to your needs.
2. To deliver services, such as newsletters, events, training or software, that you request or purchase.
3. To help us create and publish content most relevant to you.
4. To alert you to product upgrades, special offers, updated Information and other new services from Trustees for the Future (Pty) Ltd., if you so request.
5. To allow you access to limited-entry areas of our site as appropriate.

We will merge site-visitation data with anonymous demographic Information for research purposes, and we may use this Information in aggregate to provide more relevant content. In some limited-entry sections of Trustees for the Future (Pty) Ltd., with your approval, we will combine site-visitation data with your Personal Information in order to provide you with personalised content. If you decline permission, we will not provide you the personalised service and won't merge your Personal Information with site-visitation data.

We occasionally hire other companies to provide limited services on our behalf, including packaging, mailing and delivering purchases, answering customer questions about products or services, sending postal mail and processing event registration. We will only provide those companies the Information they need to deliver the service, and they are prohibited from using that Information for any other purpose.

Trustees for the Future (Pty) Ltd. may disclose your Personal Information if required to do so by law or in the good-faith belief that such action is necessary to:

1. conform to the edicts of the law or comply with legal process served on Trustees for the Future (Pty) Ltd. or the site;
2. protect and defend the rights or property of Trustees for the Future (Pty) Ltd. and its family of Websites; or
3. act in urgent circumstances to protect the personal safety of Trustees for the Future (Pty) Ltd. employees, users of our products or services, or members of the Public.

CONTROL OF YOUR PERSONAL INFORMATION

When you register, or otherwise give us Personal Information, Trustees for the Future (Pty) Ltd. will not share that Information with third parties without your permission, other than for the limited exceptions already listed. It will only be used for the purposes stated above.

Trustees for the Future (Pty) Ltd. may send out periodic e-mails informing you of technical service or security issues related to a product or service you requested, or confirming that you requested a product or service. You will not be able to choose to unsubscribe to these mailings, as they are considered an essential part of the service you have chosen.

ACCESS TO YOUR PERSONAL INFORMATION

We will provide you with the means to ensure that your Personal Information is correct and current.

If you register on Trustees for the Future (Pty) Ltd. or subscribe to a newsletter, you can review and edit your Personal Information at the Profile page. You will be asked to enter your username and password before viewing your Personal Information.

At the Profile page you can:

1. View and edit Personal Information you have already given us at Trustees for the Future (Pty) Ltd..
2. Tell us whether you want us to send you marketing Information.
3. Choose whether you want third parties to send you their offers by postal mail.
4. Subscribe, or cancel subscriptions, to newsletters about our services and products.

Some services offered on Trustees for the Future (Pty) Ltd. may collect Information that is not accessible via the Profile page. However, in such cases, you can access your Personal Information by contacting Trustees for the Future (Pty) Ltd. as described at the bottom of this statement.

SECURITY OF YOUR PERSONAL INFORMATION

Trustees for the Future (Pty) Ltd. is committed to protecting the security of your Personal Information. We use a variety of security technologies and procedures to help protect your Personal Information from unauthorised access, use or disclosure. For example, we store the Personal Information you provide in computer servers with limited access that are located in controlled facilities. When we transmit sensitive Information (such as a credit card number) over the internet, we protect it through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

PROTECTION OF CHILDREN'S PERSONAL INFORMATION

Trustees for the Future (Pty) Ltd. is a general audience site and does not knowingly collect any Personal Information from children.

USE OF COOKIES

When someone visits our Website, a cookie is placed on the customer's machine (if the customer accepts cookies) or is read if the customer has visited the site previously. One use of cookies is to assist in the collection of the site visitation statistics described above.

We also use cookies to collect Information on which newsletter links are clicked by customers. This Information is used to ensure we are sending Information customers want to read. It is collected in aggregate form and never linked with your Personal Information.

Web beacons, also known as clear gif technology, or action tags, may be used to assist in delivering the cookie on our site. This technology tells us how many visitors clicked on key elements (such as links or graphics) on a Trustees for the Future (Pty) Ltd.'s Web page. We do not use this technology to access your personally identifiable Information on our sites; it is a tool we use to compile aggregated statistics about Trustees for the Future (Pty) Ltd.'s Website usage. We may share aggregated site statistics with partner companies but do not allow other companies to place clear gifs on our sites.

If you choose to not have your browser accept cookies from the Trustees for the Future (Pty) Ltd.'s Website, you will be able to view the text on the screens, however you will not experience a personalised visit nor will you be able to subscribe to the service offerings on the site.

OPT-OUT PROCEDURE

"Opting-out" in a legal sense means the same as it does in an everyday sense. To "Opt-Out" means you are choosing to no longer participate in something.

Opting out becomes significant in a legal sense when you develop a website or app that's legally required to provide a method of opting out to those who use your website or app.

Not all business models are required by law to provide an opt-out method for customers.

An Opt-Out Policy that lets customers know that they have the ability and right to opt out of aspects of your website or app, as well as a clear and easy-to-follow method for actually opting out, are required by law in certain circumstances.

CHANGES TO THIS POLICY

Trustees for the Future (Pty) Ltd. will occasionally update this Privacy Policy. When we do, we will also revise the "last updated" date at the top of the Privacy Policy. For material changes to this policy, Trustees for the Future (Pty) Ltd. will notify you by placing prominent notice on the Website.

Trustees for the Future (Pty) Ltd. reserves the right to amend, alter and terminate this Policy at any time.

CONTACT INFORMATION

Trustees for the Future (Pty) Ltd. welcomes your comments regarding this Privacy Statement, please contact us by e-mail, or postal mail.

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