



## Privacy Policy

### 1. About This Privacy Policy

- 1.1. This Privacy Statement applies to [www.keybackgroundchecks.co.za](http://www.keybackgroundchecks.co.za) ("Web Site"). Please carefully read our privacy policy to understand how we will treat the information you provide while visiting this Web Site and our service. This policy may change from time to time. Please check the policy each time you use our Web Site for the most current information.

### 2. Information Collected

- 2.1. We may choose to collect personal information from you via the Site through the use of enquiry, registration forms, and various other methods, as well as every time you e-mail us your details.
- 2.2. Through this website, [www.keybackgroundchecks.co.za](http://www.keybackgroundchecks.co.za) collects and stores non-personal information in aggregate form for internal statistical purposes, including:
  - 2.2.1. The browser type with which you access the Internet
  - 2.2.2. The date and time you accessed the website
  - 2.2.3. The Internet address of the website from which you linked directly to the [Keybackgroundchecks.co.za](http://Keybackgroundchecks.co.za); and
  - 2.2.4. Information you viewed while visiting this website.
  - 2.2.5. [Keybackgroundchecks.co.za](http://Keybackgroundchecks.co.za) also collects and stores individual data to maintain and issue a unique session ID for you while you are using this website.
- 2.3. [Keybackgroundchecks.co.za](http://Keybackgroundchecks.co.za) does not warrant, and is not responsible for, the accuracy of information about you that may be supplied to us through your email or through any other submission of personal information through this website.

### 3. How We Use Your information

- 3.1. Depending on how you interact with us and the Service, we use your personal information. to:
  - 3.1.1. Provide, activate and manage your access to and use of the Service;
  - 3.1.2. Process and fulfil a request, order, download, subscription or other transaction;
  - 3.1.3. Provide technical, product and other support and to help keep the Service working, safe and secure;
  - 3.1.4. Enhance and improve the Service and our other products, events, and services and to develop new products, services and benefits;

- 3.1.5. Offer you customised content and other personalisation to make the Service more relevant to your interests and geography;
  - 3.1.6. Respond to your requests, inquiries, comments and concerns;
  - 3.1.7. Notify you about changes, updates and other announcements related to the Service and our other products and services;
  - 3.1.8. Deliver targeted advertisements, promotional messages, notices and other information related to the Service and your interests;
  - 3.1.9. Provide you with promotional messages and other information about products, events and services of ours, our affiliates and third parties such as sponsors;
  - 3.1.10. Invite you to participate in user testing and surveys as well as drawings, sweepstakes, competitions and similar promotions;
  - 3.1.11. Identify usage trends and develop data analysis, including for purposes of research, audit, reporting and other business operations, including determining the effectiveness of our promotional campaigns and evaluating our business performance, or in other ways pursuant to a customer agreement; and/or
  - 3.1.12. Comply with our legal obligations, resolve disputes, and enforce our agreements.
- 3.2. If you are an administrator of an organisation with a subscription to the Service, we will use your details to communicate with you about your organisation's subscription and related services. If you supply us contact information of your colleagues, we may contact those individuals with communications about the Service that may include reference to you.

#### **4. Sharing of Your Information**

- 4.1. We may disclose personal information to third parties where:
- 4.1.1. we have received signed consent;
  - 4.1.2. we use third parties to assist us in providing services and you have elected to receive one of those services. The third party would only be allowed to use your information for the purposes of providing that service to you; or
  - 4.1.3. we are compelled by law or a court order to do so, or if we believe that such action is necessary for the purposes of the legitimate interest pursued by Keybackgroundchecks.co.za, to protect and defend the rights, property or safety of Keybackgroundchecks.co.za, the Site, visitors to the Site or others.

#### **5. Your Rights**

- 5.1. You have the right under South African and certain other privacy and data protection laws, as may be applicable, to request free of charge:
- 5.1.1. access to your personal information;
  - 5.1.2. rectification or erasure of your personal information;
  - 5.1.3. restriction of our processing of your personal information, or to object to our processing;
  - 5.1.4. portability of your personal information

#### **6. Data Security**

- 6.1. We implement technical and organisational measures to seek to ensure a level of security appropriate to the risk to the personal information we process. These measures are aimed at ensuring the integrity, confidentiality, and availability of personal information.

## **7. Law enforcement authorities**

- 7.1. We may, in our discretion, contact law enforcement authorities if we believe that anything unlawful is occurring in connection with the Site. In this process, we may provide the law enforcement authorities with any personal information that is held by us.