

PROTECTION OF PERSONAL INFORMATION PRIVACY STATEMENT

(version 1.0)

Purpose

Respecting and protecting your Personal Information is very important to Othongathi Investments. It is also a Constitutional right, legal, and good business practice requirement, which we take very seriously. When you engage with us, you trust us with your personal information. We are committed to protecting your right to privacy.

The protection of Personal Information Act (“POPI”) Act (“POPI Act”) guides how we collect, use and disclose personal information we obtain from you. The purpose of this Privacy Statement is to disclose how we collect, use, share and otherwise process your personal information, in line with the POPI Act. Our complete policies can be found online at www.tginvest.co.za.

Protecting Your Personal Information and Maintaining Confidentiality

We accept joint responsibility and accountability with you to responsibly manage and protect your personal information when providing our services and solutions to you. We are committed to protecting your privacy and will ensure that your personal information is used appropriately, transparently, and according to applicable law.

We will keep your personal information confidential. You may have given us this information yourself or we may have collected it from other sources, under specific allowed legal conditions.

Acting for Other Parties

You undertake that when you give us personal information about other parties (including but not limited to your employees), you have obtained permission from them to share their personal information with us. We will process any third-party information given to us in line with the purposes set out in this privacy statement and/or allowed for by law.

What Information We Collect

We collect and process your personal information mainly to provide you with access to the services we provide and products and services of the providers with whom we have contractual agreements in place to help us improve our services to you.

The type of information we collect will depend on the need for which it is collected and will be processed for that specific purpose only. Where possible, we will inform you what information you are required to provide to us and what information is optional.

With your consent, we may also supplement the information that you provide to us with information we receive from other providers in order to offer you a more consistent and personalized experience in your interactions with us.

When you elect to take up offerings from our contracted providers, they may also require additional information from you, and they will be subject to the same legal requirements as we are subject to.

We have a duty to take all reasonably practicable steps to ensure your personal information is complete, accurate, not misleading and updated. To enable this, we will always obtain personal information from you directly.

How We Use Your Information

We will use your personal information only for the purposes for which it was collected and agreed to with you.

Disclosure Of Your Information

OTI will not, without requisite consent from our clients, share information with any other third parties, for any purposes whatsoever. OTI requires written consent from their clients to process their information and to obtain information for the purposes of conducting an accurate financial needs analysis, follow-up reviews or for providing any other service to clients.

Sharing Your Personal Information Outside South Africa

If we may need to transfer your personal information outside of South Africa.

We will ensure that any country, company, or person that we share your personal information with is subject to a law, binding corporate rules or binding agreement which provide an adequate level of protection of your personal information.

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Safeguarding Your Information

The POPI Act requires us to adequately protect the personal information we hold and to avoid unauthorised access and use of your personal information. We will continuously review our security controls and processes to ensure that your personal information is secure.

If we need to transfer your personal information to another company for processing or storage, we will ensure that any party to whom we pass on your personal information will treat your information with the same level of protection as required from us.

Your Rights to Access and Correction of Your Personal Information

You have the right to know what personal information we hold about you. We will take all reasonable steps to confirm your identity before providing details of your personal information.

If you wish to receive a copy, you can contact us at the numbers or addresses listed below:

Telephone Number: +27 (0)10 012 6166

Physical Address: 13 Fredman Drive, Fredman Towers, Sandown, Sandton, Johannesburg, 2196

E-mail Address: info@tginvest.co.za

Website: www.tginvest.co.za

You also have the right to ask us to update, correct or delete your personal information. Where we cannot delete your personal information, we will take all steps to make it anonymous. We may only keep your personal information for as long as permitted by law.

Concerns of Using Your Personal Information

If you believe that we have processed your personal information contrary to the POPI Act, we will appreciate it is your first attempt to resolve any concerns with us. You also have the right to lodge a complaint with the Information Regulator, under POPIA. Their contact details are:

The Information Regulator (South Africa) SALU Building,

316 Thabo Sehume Street, Pretoria

Tel: 012 406 4818

Fax: 086 500 3351

infoereg@justice.gov.za

Definition of Personal Information

Your Personal Information is defined by the Protection of Personal Information Act (the Act) as: “means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to—

- (a) information relating to the race, gender, sex, pregnancy, marital status, national, ethnic or social origin, colour, sexual orientation, age, physical or mental health, well-being, disability, religion, conscience, belief, culture, language and birth of the person.
- (b) information relating to the education or the medical, financial, criminal or employment history of the person;
- (c) any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier, or other particular assignment to the person.
- (d) the biometric information of the person.
- (e) the personal opinions, views or preferences of the person;
- (f) correspondence sent by the person that is implicitly or explicitly of a private or confidential nature or further correspondence that would reveal the contents of the original correspondence;
- (g) the views or opinions of another individual about the person; and
- (h) the name of the person if it appears with other personal information relating to the person or if the disclosure of the name itself would reveal information about the person”.

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Updates and Changes

This policy may be updated, and changes will be implemented as necessary. In the event of significant changes, we will ensure that you are notified upon returning to our website.

Queries

If you have any questions regarding our Cookie Policy, please contact us at: info@tginvest.co.za.

