



# WEBSITE **PRIVACY NOTICE**

## **WEBSITE PRIVACY NOTICE**

1. The purpose of Diale Mogashoa Attorneys ("**DM-INC**") privacy notice is to inform you about our use of the data and/or personal information we collect from you when you submit your data when making enquiries to DM-INC from our website.
  
2. As DM-INC and as an Operator of your information we are complying with the provisions of the Protection of Personal Information Act, 4 of 2013 ("**POPIA**") and informing you about what we use your data for, what your rights to the data you give us are and to tell you about who we are.
  
3. Diale Mogashoa Attorneys  
Our address and contact details are:  
  
Menlyn Corner, 1<sup>st</sup> and 2<sup>nd</sup> Floors, No.87 Frikkie de Street, Menlyn, Pretoria.  
  
[info@dm-inc.co.za](mailto:info@dm-inc.co.za) or [kobus@dm-inc.co.za](mailto:kobus@dm-inc.co.za) or [nelisiwe@dm-inc.co.za](mailto:nelisiwe@dm-inc.co.za)  
  
+27 (12) 346 5436 or 5939
  
4. Data Collected
  - 4.1 DM-INC collects the following data from our clients, suppliers, applicants: email addresses, names of contact persons, contact telephone numbers, information required for accounting and invoicing purposes, country of operation, name of organisation or person from whom data is being collected, physical addresses for delivery purposes etc.
  
  - 4.2 By accessing the DM-INC website, you expressly give DM-INC consent to process the personal information stored in our cookies and history of all who have had access/ viewed the portal, which will be done in accordance with POPIA, and the DM-INC POPIA Policy. These documents set out why DM-INC needs your personal information, what DM-INC will do with it, and with whom the DM-INC will share it. Be informed that we will not further process the personal information stored automatically in this portal.

5. Data Usage

- 5.1 The data collected is used for communication with clients, suppliers, applicants, etc dealing with enquiries from all our relevant departments and to advise clients, suppliers and applicants about their enquiries, status of their applications and updates.
- 5.2 We will not share your Data with any other third parties or use your data for any purpose other than described above.

6. Consent

- 6.1 We will request your consent to obtain and use your data.
- 6.2 You may withdraw your consent at any time by notifying us in writing.
- 6.3 We will maintain your data on our records for as long as we have your consent to do so.
- 6.4 We will alter, delete/erase your data on your written instruction to do so.
- 6.5 Your Data will not be used out of the country without your consent.

7. Complaint

- 7.1 You have a right to complain about our use of your information if you think your rights have been infringed by DM-INC in processing your personal information.
- 7.2 If we do not respond to your full satisfaction, then your complaint can be directed to the Information Regulators' Office.
- 7.3 Kindly complete our request for consent form and return to us at the address provided therein.