

## **Privacy Policy**

### **Shadow of His Wings Recovery Centre Website**

**Effective Date: 16 November 2024**

Shadow of His Wings Recovery Centre is dedicated to maintaining the privacy and security of its website users. In alignment with the Protection of Personal Information Act (POPIA), this Privacy Policy clearly defines how the website operates, what data is managed, and the steps taken to ensure the security and privacy of any interactions. The website is primarily designed to serve as an informational platform and supports administrative functions through a restricted admin login area.

This document serves to assure all users and administrators of our unwavering commitment to the lawful handling and protection of data, even in its minimal use.

### **Scope**

This Privacy Policy applies solely to the Shadow of His Wings Recovery Centre website.

- The website functions primarily as an informational resource for the NPO, with restricted administrative access for internal purposes.
- General Visitors: No personal data is collected, processed, or stored from users accessing the website for information.
- Admin Login: Authorized administrative users have secure access to manage the website's content and functionality.

### **Data Collection**

The website has been intentionally designed to collect no personal information from its users.

### **No User Data Collection**

- General visitors are not required to provide any personal information to access or use the website's content.
- Features such as account creation, newsletters, or forms requesting user information are not implemented.

## **Admin Login**

- Only pre-authorized administrators can access the admin panel.
- The admin system requires login credentials (email and password), which are securely managed and never shared with unauthorized parties.

## **Use of Cookies**

- No Cookies: This website does not use cookies or any similar tracking mechanisms.
- Users are not tracked, monitored, or subjected to targeted marketing via this platform.

## **Security Measures**

Protecting the website and its limited data (admin access) is a top priority.

- Encryption: Admin login details are protected using robust encryption standards, ensuring that credentials cannot be intercepted or accessed maliciously.
- Access Control: Only authorized individuals are granted administrative access, and permissions are reviewed periodically.
- Regular Audits: The website undergoes periodic security audits to identify and address vulnerabilities proactively.
- Backup Systems: Secure backups are maintained to recover website functionality in case of a system failure or security breach.

## **Third-Party Services**

This website operates independently and does not integrate with any external services or third-party tools that collect, store, or process personal information.

## **Compliance with POPIA**

The Shadow of His Wings Recovery Centre website adheres to the Protection of Personal Information Act by ensuring:

- Minimized Data Handling: The website only collects admin login credentials, with no additional data processing for users.

- **Transparency:** This Privacy Policy clearly outlines the limited scope of data interactions.
- **Secure Admin Access:** Administrative data is protected using industry best practices.

## **Rights of Users and Administrators**

Administrators have the following rights under POPIA:

- **Update Credentials:** Administrators can request updates or changes to their login credentials if necessary.
- **Incident Notification:** Administrators will be informed promptly of any security incidents that may compromise their login details or system access.
- **Withdrawal of Access:** Admins can request the removal of their credentials if they no longer require access.

## **Contact Information**

For any inquiries or concerns regarding this Privacy Policy, please contact:

### **Shadow of His Wings Recovery Centre NPO**

- **Email:** [rita@painterior.co.za](mailto:rita@painterior.co.za)
- **Phone:** (+27) 74 891-0714

We are committed to addressing any questions or concerns regarding the management of your data promptly.

## **Updates to This Privacy Policy**

This Privacy Policy may be updated as needed to reflect changes in website functionality, organizational processes, or legal requirements.

- All updates will be clearly communicated to administrative users.
- The revised policy will be made publicly available on the website.

Shadow of His Wings Recovery Centre prioritizes transparency, security, and compliance in managing its website and interactions. While this platform requires minimal data

handling, we maintain a strict focus on security to safeguard our limited administrative processes.

For further questions, please don't hesitate to reach out.