

Privacy statement

Introduction

This privacy statement explains how personal information is collected from you. It also outlines your rights as a data subject.

Application of this privacy statement

- This privacy statement applies to the personal information¹ provided by you. It includes any processing or further processing of the personal information by any operators for the MUCP tool.
- Personal information you provide for any purpose will not be used otherwise.

Purpose for the collection

- To allow you to register and login.
- To ensure that the MUCP tool has your valid contact and application details.
- To allow the MUCP tool to process your registration and login details as submitted by you.

Implications of withholding consent or personal information

- The MUCP tool requires your personal information for the purposes indicated above and your consent is mandatory to process the aforementioned personal information.
- Should you elect to withhold consent for the MUCP tool to process your personal information, the MUCP tool will be unable to register you as a user.

Storage, retention and destruction of information

- Your personal information will be stored electronically in a database which, for operational reasons, will be accessible only by the MUCP tool superuser and software maintainer.
- The MUCP tool undertakes to conduct regular audits to ensure the safety and security of your personal information.
- Once the personal information is no longer required because the purpose for which it was held has expired, your personal information will be deleted.

¹ 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 educational background or 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.

Processing of personal information of children

- Section 34 of POPIA prohibits the processing of personal information concerning children. Therefore, we do not collect any information from anyone under 18 years of age. The MUCP tool, along with the products and services offered through it, is directed only to individuals who are 18 years old or older. If the applicant is under 18, they are not authorised to use the MUCP tool unless the required consent form for minors is fully completed by the parent/s or legal guardian and sent to the MUCP tool software maintainers.

Access by others and cross border transfers

- Your personal information will not be shared with anyone.
- Your personal information will not be transferred across the borders of South Africa.

Right to object and complaints

- You are encouraged to contact the MUCP tool maintainers immediately if you are uncomfortable or dissatisfied with how the MUCP tool is processing your personal information. Upon receiving your objection, the MUCP tool will place a hold on any further processing until the cause of the objection has been resolved. If you remain unsatisfied with the outcome, you have the right to lodge a complaint with the Information Regulator at POPIAComplaints@inforegulator.org.za.

Accuracy of information and responsibility

- POPIA requires that all your personal information and related details, as supplied, are complete, accurate and up to date. It is your responsibility to update the MUCP tool with any changes to your personal information as and when they occur. This feature will be available to you on the MUCP tool portal once you have signed up.

Access to the information by the data subject

- You have the right at any time to request the details of your personal information held about you and/or the purpose for which it has been used, provided that such a request is made by contacting the MUCP tool maintainers.

Declaration and informed consent

- You confirm that the personal information provided to the MUCP tool is accurate, up-to-date, not misleading and complete in all respects. Should any information change, you undertake to inform the MUCP tool maintainers of these changes.
- By providing the required personal information to the MUCP tool, you consent and give permission for the MUCP tool to process and further process your personal information as necessary and acknowledge that you understand the purposes for which the personal information is required and will be used.

For further information, see the contact us tab in the MUCP tool.

Yours sincerely

MUCP tool maintainers