# EpiTek (Pty) Ltd – Data Privacy Policy

# Introduction

* 1. EpiTek (Pty) Ltd (**EpiTek**) understands that your data is important to you. That makes it important to us. EpiTek is committed to protecting your privacy, and only using your data in a responsible fashion.
  2. The Data Policy governs how EpiTek processes your data when you use the EpiTek website (**the Website**). EpiTek also offers a number of services on the Website (**the Services**). Where you have procured one of the Services, it will have its own Data Privacy Policy and terms and conditions.
  3. By using the Website, and/or procuring the Services, you consent to the data practices described in the Data Policy.

# Your data

## When you use the Website and procure the Services, EpiTek will need to get data from you. Some of this data will be personal in nature and may be protected by data privacy legislation and regulations. This data may include:

### your name;

### your email address and a chosen password to enter the Website;

* + 1. your current digital location;
  1. Data that may be personal in nature will also be generated by EpiTek through your use of the Website and the Services.

1. **Cookies**

When you visit the Website or interact with e-mails that we send to you, we passively collect data from you, including your internet protocol address (“IP address”), browser type, operating system, device identifier, device model, software version, or mobile or ISP carrier information. We and our third-party partners use cookies and other technologies to collect information about your visit to the Website, such as the date and time of your visit, the information you searched to find the Website, your activity on the Website, and your clicks on our ads. “Cookies” are small files which may be stored on your computer during your use of the Website and contain data about your use of the Website. We use session cookies (which expire when you close your browser) and persistent cookies (which stay on your computer until you delete them or after a specified expiry date) to understand more about your activity on the Website. Please see the EpiTek Cookie Policy for details about how we use cookies and other tracking technologies and how you can control the cookies set on your browser.

1. **Use of your data**
   1. EpiTek collects and uses data to operate the Website and deliver the Services you have procured. EpiTek also uses your data to inform you of other products or services available from EpiTek and its affiliates. EpiTek may also contact you via surveys to conduct research about your opinion of the Services or of potential new services that may be offered.
   2. Where the processing of your data is not essential to the use of the Website or the provision of the Services to you, you will have the option to unsubscribe from such communications.
   3. EpiTek does not sell, rent or lease your data to third-parties. EpiTek may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your data (e-mail, name, address, telephone number) is not transferred to the third-party. I
   4. EpiTek may share your data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third-parties are prohibited from using your data except to provide these services to EpiTek, and they are required to maintain the confidentiality of your data.
2. **Measures to protect your data**
   1. Your datamay be protected by data protection legislation, including the Protection of Personal Information Act 4 of 2013 (**POPIA**) and the General Data Protection Regulation (EU) 2016/679 (**GDPR**). You authorise EpiTek to process your data and, where necessary, to transfer your data to any third-party service provider (which third-party service provider may also process such data) for the purposes of providing you with access to the Website and to enable EpiTek to provide you with the Services that you have procured.
   2. Certain third-party service providers are located outside the territory of South Africa, and as such it is necessary to transfer your data across borders for you to access the Website and the Services. EpiTek, in transferring your data, assures you that any territory that your data is stored and/or processed in has at least the same protection measures required under POPIA, and in particular is subject to the GDPR standard contractual clauses. EpiTek also conducts a third-party risk assessment on all of its service providers to ensure that your data is protected at all times.
   3. EpiTek warrants that its security measures are appropriate to protect your data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access, in particular where the processing involves the transmission of data over a network, and against all other unlawful forms of processing. These measures ensure a level of security appropriate to the risks presented by the processing and the nature of the data to be protected having regard to the state of the art and the cost of their implementation.

# Authorised third-parties

* 1. EpiTek makes use of the services of certain third-parties to host its platform, to operate the Website, and licences software and procures goods and services to provide the Services. In procuring these goods and services, your data, by necessity, is transferred to third-parties to be processed.
  2. As EpiTek evolves, certain third-parties may be added or removed. You are welcome to contact our Information Officer for further information.

# Contact us

Should you have any questions over the use or storage of your data, or be concerned that your data may have been compromised, please do not hesitate to contact us on popia@epitek.io.

# Governing law and jurisdiction

## The Data Policy and any obligations connected with it shall be governed by the laws of the Republic of South Africa.

# Changes to the Data Policy

Both the protection of your data and EpiTek are evolving. We will, from time to time, be making changes to the Data Policy in order to reflect how EpiTek is protecting your data. You will be notified whenever changes of this nature occur.

**Date last modified: 23 October 2022**