



KATLEGO GLOBAL LOGISTICS (PTY) LTD - PRIVACY POLICY

Katlego Global Logistics ("KGL") is committed to protecting your personal data and ensuring that organisational and technical security measures are in place to protect your personal data, whether you are buying KGL's transport and/or logistics services ("Services"), receiving our emails or simply browsing KGL's websites.

By using KGL's websites or buying our Services, you consent to the processing of your personal data by the KGL as outlined in this KGL Privacy Policy (the "Policy"). KGL is a provider of transportation and logistics services. KGL may change and update this Policy on a regular basis at its sole discretion.

A. Personal Data, Purposes of Processing and Legal Basis

i. Services

KGL receives and collects personal data about you directly from you or from other data controllers for the purpose of KGL providing or assisting with Services or requests to or from you as the beneficiary of a Service. Other data controllers may disclose personal data to us such as your name, address, title or contact information, as necessary for us to provide Services to you. Upon your request, KGL will provide you with the identity of such other data controllers.

- ii. Your personal data is processed to fulfil the agreement that you have entered into with KGL or KGL's customer or in order to take steps to provide or assist with your requests.
- iii. KGL processes your personal data in accordance with applicable laws and the legal basis for the processing of your personal data is either through a contract, your consent, legal obligation or KGL's legitimate interest in accordance with the Protection of Private Information Act ("POPI".)
- iv. When you use KGL's websites information and data from your computer system may be collected and logged by us as is necessary for the functionality of KGL's websites. This may include processing of personal data, e.g. IP address, access time and other website and browser information. Further, KGL may collect your name and contact information if you use a request form on the KGL website.
- v. KGL processes your personal data in accordance with applicable laws, and the legal basis for the processing of your personal data is either your consent or KGL's legitimate interest in accordance with the POPI Act.
- vi. Regardless of your purpose, it is recommended that you do not disclose to us any sensitive personal data such as racial or ethnic origin, religion, trade union membership, sexual orientation, health, genetic or biometric data etc.

B. Disclosure of Personal Data to Third Parties

- i. KGL may disclose your personal data to contracted service providers and advisors (“third parties”), if it is necessary in order to fulfil its obligations towards you. Contracted service providers can for example be hauliers, shipping lines, airlines, public authorities or IT providers, providing IT-tools related to part of the Services such as track & trace, labelling and booking.
- ii. Further, KGL may disclose personal data processed in connection with the use of KGL’s websites, your participation in events or receiving of commercial information from KGL to hosting companies, marketing companies or other providers necessary to provide the Services.
- iii. Further, KGL may disclose your information in order for KGL to comply with its legal obligations, to protect the rights, property and safety of KGL or others or in case of a sale of/liquidation of any part of KGL’s business or assets.
- iv. Upon your request, KGL can provide you with the identity of such third parties.
- v. The third parties to whom the personal data is disclosed may be located outside your country of domicile, but KGL will always ensure an adequate level of personal data protection and ensure that a lawful method for the transfer and disclosure of personal data is introduced, e.g. EU Standard Contract Clauses.

C. The Period KGL Process Your Personal Data

- i. Your personal data is processed for as long as it is necessary in order to fulfil the purpose and in accordance with applicable law. Your personal data will be deleted when it is no longer necessary to keep in order to fulfil the purpose, unless applicable laws require KGL to keep it for a longer period. For how long the purpose exists may vary depending on the legal basis and circumstances around it (e.g. terms agreed in a contract with you, validity period of consent, legal interest, etc.) and what services KGL provides. Your personal data is processed for as long as it is necessary in order to fulfil the purpose and in accordance with applicable law. Your personal data will be deleted when it is no longer necessary to keep in order to fulfil the purpose, unless applicable laws require KGL to keep it for a longer period. For how long the purpose exists may vary depending on the legal basis and circumstances around it (e.g. terms agreed in a contract with you, validity period of consent, legal interest, etc.) and what services KGL provides.
- ii. Personal data related to the use of KGL’s websites will be deleted after 30 days at the latest, except from cookies, which will be deleted in accordance with KGL’s Cookie Policy.
- iii. If the processing of your personal data is based on your consent, the personal data will be deleted when you withdraw your consent at the latest, unless applicable law require KGL to store the personal data for a longer period.



D. Your Rights as an Individual

In accordance with applicable laws, you have the following rights:

- You have the right to be informed about the personal data KGL are processing about you.
- You have the right to have incorrect or incomplete personal data corrected or completed
- You have under certain circumstance right to have your personal data deleted.
- You have under certain circumstances the right to restrict and limit the processing of your personal data.
- You have the right to object to the processing of your personal data.
- You have under certain circumstances the right to request that your personal data is transmitted to another data controller.
- Any consent that you may have provided to KGL may be withdrawn at any time by contacting us using the contact details provided below:

E. Contact

If you have any questions regarding the content of this Policy or your rights as an individual, you can contact our Information Officer at:

Katlego Global Logistics

Att. Information Officer

Head Office Unit 1&2 Acacia Park

Capital Hill Business Park

Le Roux Avenue

Midrand

Tel: + 27 (0)11 990 2600 **Fax:** + 27 (0)11 315 7786

Email: info@katlegoint.co.za