

# Privacy Policy for Numeric Roofing

Effective Date: [2023/06/21]

At Numeric Roofing, we are committed to protecting your privacy and ensuring the security of your personal information. This Privacy Policy outlines how we collect, use, and disclose the information you provide to us through our website and during our business operations. By accessing our website or using our services, you consent to the collection and use of your information as described in this Privacy Policy.

## Information We Collect

**1.1 Personal Information** We may collect personal information from you when you voluntarily provide it to us, such as when you fill out contact forms or communicate with us via email or telephone. The types of personal information we may collect include your name, address, email address, phone number, and any other information you choose to provide our Roofing services.

**1.2 Non-Personal Information** In addition to personal information, we may also collect non-personal information when you visit our website. This may include your IP address, browser type, operating system, referring website, and other technical information about your visit to improve our website and at times troubleshoot errors.

## Use of Information

**2.1 Personal Information** We use the personal information you provide to us for the following purposes:

- To respond to your inquiries and provide the requested services.
- To communicate with you regarding our products, services, promotions, or other relevant information.
- To process transactions and fulfil orders for our products and services.
- To improve our website and enhance user experience.
- To comply with applicable laws, regulations, or legal obligations.

**2.2 Non-Personal Information** Non-personal information collected from you may be used to analyze trends, administer the website, track users' movements, and gather demographic information for internal purposes. This information helps us understand how visitors use our website and allows us to improve its functionality and content.

## Disclosure of Information

**3.1 Third-Party Service Providers** We may share your personal information with trusted third-party service providers who assist us in operating our business, providing our services, or conducting business-related activities on our behalf. These service providers are contractually obligated to maintain the confidentiality and security of your information.

**3.2 Legal Requirements** We may disclose your information if required to do so by law or in the good faith belief that such action is necessary to comply with legal obligations, protect and defend our rights or property, or investigate potential violations of applicable laws.

## Data Security

We implement up to date security measures to protect your personal information from unauthorized access, disclosure, alteration, or destruction. However, please note that no method of transmission over the internet or electronic storage is completely secure, and we cannot guarantee absolute security.

## Your Choices and Rights

You have the right to access, update, or request the deletion of your personal information in our possession. If you wish to exercise these rights or have any questions about our privacy practices, please contact us using the information provided in in this document.

## Cookies and Tracking Technologies

We may use cookies and other tracking technologies to collect information about your browsing activities on our website. This information helps us analyze trends, administer the website, track users' movements, and gather demographic information for internal purposes. You have the option to disable cookies in your web browser settings, but please note that doing so may affect the functionality of our website.

## Protection of Personal Information Act (POPI Act) Compliance

Numeric Roofing acknowledges and complies with the provisions of the Protection of Personal Information Act (POPI Act) in South Africa. We are committed to protecting your personal information and ensuring its lawful and responsible processing.

### 9.1 Lawful Basis for Processing Personal Information

We will only collect, use, and process your personal information in accordance with the lawful grounds provided by the POPI Act. We will ensure that your personal information is collected and processed fairly, lawfully, and with your consent, when required.

### 9.2 Purpose and Use of Personal Information

We will only collect and use your personal information for the purposes specified in Section 2 of this Privacy Policy or as otherwise permitted or required by law. Your personal information will not be used for any other unrelated purpose without your consent.

### 9.3 Data Subject Rights

Under the provisions of the POPI Act, you have certain rights regarding your personal information. These rights include the right to access, correct, update, or delete your personal information in our possession. You may also have the right to object to the processing of your personal information or request the restriction of its processing. To exercise these rights or make inquiries about the processing of your personal information, please contact us using the information provided in this privacy policy.

#### 9.4 Security Safeguards

We implement appropriate technical and organizational measures to ensure the security and protection of your personal information against unauthorized access, disclosure, alteration, or destruction. We maintain strict confidentiality obligations with our employees and third-party service providers who have access to your personal information.

#### 9.5 Complaints and Regulatory Authority

If you believe that we have violated any provisions of the POPI Act or have concerns about our handling of your personal information, you have the right to lodge a complaint with the Information Regulator in South Africa or seek other legal remedies available under the law.

### Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy or our privacy practices, please contact us at:

Numeric Roofing

Address: Plot 10 Donegal Small Holdings, Nr 4 Wag 'N Bietjie Street, Bainsvlei, Bloemfontein

Phone: 087 153 5160

Emails:

Financial department

[info@numericroofing.co.za](mailto:info@numericroofing.co.za)

Admin department

[admin@numericroofing.co.za](mailto:admin@numericroofing.co.za)

Management department

[nico@numericroofing.co.za](mailto:nico@numericroofing.co.za)



### Changes to the Privacy Policy

We reserve the right to modify or update this Privacy Policy at any time. Any changes will be effective immediately upon posting the updated Privacy Policy on our website.

We encourage you to review this policy when using our services and products.