

Wind Up

Data Protection Policy for Wind Up (Pty) Ltd

Company Name: Wind Up (Pty) Ltd

Registration Number: 2016/074955/07

Website: www.windup.co.za

This Data Protection Policy outlines how Wind Up (Pty) Ltd ("Wind Up," "we," "our," or "us") collects, processes, stores, and protects your personal data in compliance with applicable data protection laws, including the Protection of Personal Information Act (POPIA) in South Africa. By using our website and services, you agree to the terms of this Data Protection Policy.

1. Introduction

Wind Up (Pty) Ltd is committed to protecting the privacy and security of personal data. This policy explains what personal data we collect, why we collect it, how we use it, and the rights you have in relation to your data.

2. Personal Data We Collect

We may collect the following types of personal data from you:

- **Contact Information:** Including your name, email address, phone number, and mailing address.
- **Identification Information:** Such as company details, registration numbers, and your position within the company.
- **Transactional Data:** Information about your interactions with us, including services requested, payments made, and communications with our team.
- **Website Usage Data:** Data collected through cookies and similar tracking technologies, including IP addresses, browser type, and usage patterns on our website.

3. How We Collect Your Data

We collect personal data directly from you in several ways:

- **When You Contact Us:** Via phone, email, or our website's contact forms.
- **When You Use Our Website:** By accessing and browsing www.windup.co.za, you may provide us with data through website interactions.

- **From Third Parties:** Occasionally, we may collect information from third parties, such as credit bureaus, regulatory bodies, or service providers.

4. Purpose of Data Collection

We use your personal data for various purposes, including:

1. **Providing Services:** To process your requests, communicate with you, and deliver our liquidation services.
2. **Legal Compliance:** To meet regulatory obligations, including reporting and compliance with the Protection of Personal Information Act (POPIA).
3. **Improving Our Services:** To analyze usage trends, improve website functionality, and ensure an optimal user experience.
4. **Marketing and Communication:** To send you service updates, company news, and marketing materials (you may opt out at any time).

5. Legal Basis for Processing Personal Data

We process your personal data under one or more of the following legal bases:

- **Consent:** You have given consent for us to process your data for specific purposes.
- **Performance of a Contract:** Data processing is necessary to provide the services you requested.
- **Legal Obligation:** We process data to comply with applicable laws and regulations.
- **Legitimate Interest:** Processing is necessary for the legitimate interests of Wind Up, such as improving our services, except where your rights override our interests.

6. Data Security and Storage

We implement industry-standard security measures to protect your personal data against unauthorized access, disclosure, or alteration. Measures include:

- **Encryption:** Protecting data during transfer and storage.
- **Access Control:** Restricting access to personal data to authorized personnel only.
- **Regular Security Audits:** Periodic checks and improvements to our data security infrastructure.

We store personal data only as long as necessary for the purposes outlined in this policy, or as required by law.

7. Sharing Personal Data

We may share your personal data with:

- **Service Providers:** Third-party vendors who assist with our business operations, such as IT support, payment processing, or marketing.
- **Regulatory and Legal Authorities:** When required by law, regulation, or legal process.
- **Business Partners:** For joint projects or partnerships, with your consent or as part of our legitimate business interests.

We ensure that any third party we engage maintains data protection standards consistent with this policy and applicable laws.

8. International Data Transfers

If we need to transfer your data to a country outside South Africa, we ensure it is adequately protected, as required by POPIA. Transfers to third parties in other countries will be done in compliance with applicable laws, using appropriate safeguards.

9. Your Rights Under POPIA

Under the Protection of Personal Information Act (POPIA), you have several rights regarding your personal data:

1. **Right to Access:** Request access to your personal data and obtain information about how it is processed.
2. **Right to Rectification:** Request corrections to any inaccurate or incomplete personal data.
3. **Right to Deletion:** Request the deletion of your personal data when it is no longer needed or if you withdraw consent.
4. **Right to Restrict Processing:** Request restriction of processing under certain conditions.
5. **Right to Object:** Object to processing based on legitimate interests, direct marketing, or research.
6. **Right to Withdraw Consent:** Withdraw consent at any time, where processing is based on consent.

To exercise any of these rights, please contact us using the details provided in Section 12.

10. Use of Cookies and Tracking Technologies

Our website uses cookies and similar technologies to improve your browsing experience, analyze site traffic, and understand visitor preferences. By using the website, you consent to the use of cookies as outlined in our **Cookie Policy**. You can adjust your browser settings to manage cookie preferences.

11. Changes to this Data Protection Policy

We may update this policy from time to time to reflect changes in our practices or legal requirements. The latest version will be posted on our website with the effective date. We encourage you to review the policy periodically.

12. Contact Information

If you have any questions, concerns, or requests regarding this Data Protection Policy or wish to exercise your data protection rights, please contact us at:

Wind Up (Pty) Ltd

Registration Number: 2016/074955/07

Email: support@windup.co.za

Address: 406 Vista Drive, Faerie Glen, Pretoria, 0081.

Website: www.windup.co.za

Wind Up