



WEBSITE PRIVACY NOTICE

PAPO ATTORNEYS INC.

1. Introduction

1. The purpose of this Papo Attorneys Inc. ("Papo Attorneys") privacy notice is to inform you about our use of the data and/or personal information we collect from you when you submit your data when making enquiries to Papo Attorneys from our website.

2. Our Commitment to POPIA

2. As Papo Attorneys and as an Operator of your information, we comply with the provisions of the Protection of Personal Information Act, 4 of 2013 ("POPIA") and inform you about what we use your data for, what your rights to the data you give us are, and who we are.

3. Papo Attorneys Inc.

Our address and contact details are:

Pretoria: Hatfield Quarter, 1st Floor, 353 Festival Street, Hatfield, Pretoria, 0180

Johannesburg: Nelson Mandela Square, Maude Street, 2nd Floor, West Tower, Sandown, Johannesburg, 2146

admin@papoattorneys.co.za

(012) 884-6579

Company Registration: 2025/372720/21

Information Officer

3.1. Papo Attorneys' appointed Information Officer, responsible for ensuring compliance with POPIA and for acting as the point of contact for the Information Regulator and for data subjects wishing to exercise their rights, is:

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admin@papoattorneys.co.za

4. Data Collected

4.1 Papo Attorneys collects the following data from our clients, suppliers and applicants: email addresses, names of contact persons, contact telephone numbers, information required for accounting and invoicing purposes, country of operation, name of organisation or person from whom data is being collected, physical addresses for delivery purposes, etc.

4.2 By accessing the Papo Attorneys website, you expressly give Papo Attorneys consent to process the personal information stored in our cookies and history of all who have had access to / viewed the portal, which will be done in accordance with POPIA and the Papo Attorneys POPIA Policy. These documents set out why Papo Attorneys needs your personal information, what Papo

Attorneys will do with it, and with whom Papo Attorneys will share it. Be informed that we will not further process the personal information stored automatically in this portal.

5. Data Usage

5.1 The data collected is used for communication with clients, suppliers and applicants, dealing with enquiries from all our relevant departments, and to advise clients, suppliers and applicants about their enquiries and the status of their applications and updates.

5.2 We will not share your data with any other third parties or use your data for any purpose other than described above.

6. Consent

6.1 We will request your consent to obtain and use your data.

6.2 You may withdraw your consent at any time by notifying us in writing.

6.3 We will maintain your data on our records for as long as we have your consent to do so.

6.4 We will alter, delete or erase your data on your written instruction to do so.

6.5 Your data will not be used outside the country without your consent.

7. Complaints

7.1 You have a right to complain about our use of your information if you think your rights have been infringed by Papo Attorneys in processing your personal information.

7.2 If we do not respond to your full satisfaction, then your complaint can be directed to the Information Regulator's Office.

7.3 Kindly complete our request for consent form and return it to us at the address provided therein.