

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

### **\*\*Introduction\*\***

Taylor Made Solutions (hereinafter referred to as "the Company") is committed to protecting your privacy and ensuring that your personal information is collected and used properly, lawfully, and transparently. This statement outlines how we collect, use, and protect your personal information in accordance with the Protection of Personal Information (POPI) Act.

### **\*\*1. Information Collection\*\***

We collect personal information directly from you where you provide us with your details, for example, when you contact us via our website ([www.taylormadesolutions.co.za](http://www.taylormadesolutions.co.za)), email, or other communication channels. The information we collect may include:

- Name
- Contact information (email address, phone number)
- Company details
- Any other information you voluntarily provide

### **\*\*2. Use of Personal Information\*\***

We will use your personal information only for the purposes for which it was collected and agreed upon. This includes:

- Providing IT consulting services
- Responding to your inquiries and requests
- Improving our services and website
- Complying with legal and regulatory requirements

### **\*\*3. Disclosure of Information\*\***

We will not disclose your personal information to any third parties without your consent, unless required by law or for the purposes of fulfilling our obligations to you.

#### **\*\*4. Data Security\*\***

We are committed to ensuring that your personal information is secure. To prevent unauthorized access or disclosure, we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

#### **\*\*5. Your Rights\*\***

You have the right to:

- Access your personal information
- Request the correction or deletion of your personal information
- Object to the processing of your personal information
- Lodge a complaint with the Information Regulator if you believe your rights have been infringed

#### **\*\*6. Contact Information\*\***

If you have any questions or concerns about our POPI Act compliance statement or how we handle your personal information, please contact us at [info@taylormadesolutions.co.za](mailto:info@taylormadesolutions.co.za).

#### **\*\*7. Changes to this Statement\*\***

We may update this POPI Act compliance statement from time to time to reflect changes in our practices and services. We encourage you to review this statement periodically.

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