



PRIVACY & PERSONAL INFORMATION STATEMENT

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INTRODUCTION

Bridging The Gap Holdings (Pty) Ltd (hereafter "Bridging the Gap" or "BTG" or "we" or "us" or "our") respects your privacy and protection of your personal information is important to us. We are committed to ensuring the security and protection of the personal information that we process, and to provide a compliant and consistent approach to data protection.

The following terminology applies to these Terms and Conditions, Privacy Statement and Disclaimer Notice and all Agreements: "Client", "You" and "Your" refers to you, the person log on this website and compliant to the Company's terms and conditions. "BTG/Company", "Ourselves", "We", "Our" and "Us", refers to our Company. "Party", "Parties", or "Us", refers to both the Client and ourselves.

The personal information may be provided to us by you and/or collected by us when you engage with us and/or on your use of our products and services, and/or when you provide us with your products and services, and/or when you access our website or from third parties (such as regulators).

By accessing this website, we assume you accept these terms and conditions. Do not continue to use Bridging The Gap's website if you do not agree to take all of the terms and conditions stated on this page.

For purposes of this privacy statement, "personal information", "data subject" and "processing" will have the meanings given to them in the POPIA.

All terms refer to the offer, acceptance and consideration of payment necessary to undertake the process of our assistance to the Client in the most appropriate manner for the express purpose of meeting the Client's needs in respect of provision of the Company's stated services, in accordance with and subject to, prevailing law of the Republic of South Africa. Any use of the above terminology or other words in the singular, plural, capitalization and/or he/she or they, are taken as interchangeable and therefore as referring to same.

We reserve the right to amend this privacy statement at any time, without prior notice, by posting the amended statement on our website.

COLLECTION OF PERSONAL INFORMATION

The type of personal information we collect will depend on the purpose for which it is collected and used. The specific purpose for which the information is collected will be apparent from the context in which the information is requested including but not limited to when:

- You purchase and/or use our products and services.
- You submit enquiries to us or contact us and you may be required to provide your name and surname, identity or passport number, postal or street address, title, contact numbers or e-mail address.
- You make use of our website or interact with us on social media, we may collect your non-personal browsing habits and click patterns, e-mail address, IP address, telephone data information or username and password.

- You apply for employment opportunities OR are looking for a candidate for your organisation will require full company or personal details.
- Where possible, we will inform you what information is voluntary or mandatory for you to provide to us and the consequences for failing to provide the requested information.
- We will only retain your personal information as long as necessary for the fulfilment of those purposes as have been identified by us and/or as required by law and/or as agreed with you.

DISCLOSURE OF INFORMATION

1. Bridging the Gap Holdings (Pty) Ltd. may disclose your personal information to third parties in certain circumstances, which include, but are not limited to:
 - Executive search/board placement/recruitment purposes.
 - Where we have your consent.
 - Where we are required to do so by law.
 - To our service providers who are involved in the delivery of products or services to you, where we have agreements in place to ensure that they comply with these privacy terms.
2. Third parties who we disclose personal information to include, but are not limited to:
 - Assessment platforms
 - Credit verification partner
3. We may compile, use and share any information that does not relate to any specific individual and retain all rights to non-personal statistical information collected and compiled by us.

INFORMATION SECURITY

- We take appropriate and reasonable technical and organisational measures to prevent any unauthorised or unlawful access, loss of, damage to or unauthorised destruction of personal information.
- We have implemented various policies, procedures and standards to safeguard personal information.
- We regularly verify that the safeguards are effectively implemented and ensure that they are continually updated in line with best practice.
- Notwithstanding paragraph above, to the extent permissible by law, we shall not be liable for any loss, claim and/or damage arising from any unauthorised access, disclosure, misuse, loss, alteration or destruction of your personal information.

DATA SUBJECT RIGHTS

Subject to the POPIA provisions, you have the right to:

- Request access to your personal information.
- Request, where necessary, the correction, destruction or deletion of your personal information. Object to the processing of your personal information.
- Submit a complaint to the Information Regulator regarding the alleged interference with the protection of the personal information.

- Institute civil proceedings regarding the alleged interference with the protection of your personal information.

COOKIES

We employ the use of cookies. By accessing Bridging The Gap, you agreed to use cookies in agreement with the Bridging The Gap's Privacy Policy.

Most interactive websites use cookies to let us retrieve the user's details for each visit. Cookies are used by our website to enable the functionality of certain areas to make it easier for people visiting our website. Some of our affiliate/advertising partners may also use cookies.

LICENSE

Unless otherwise stated, Bridging The Gap and/or its licensors own the intellectual property rights for all material on Bridging The Gap. All intellectual property rights are reserved. You may access this from Bridging The Gap for your own personal use subjected to restrictions set in these terms and conditions.

You must not:

- Republish material from Bridging The Gap
- Sell, rent or sub-license material from Bridging The Gap
- Reproduce, duplicate or copy material from Bridging The Gap
- Redistribute content from Bridging The Gap
- This Agreement shall begin on the date hereof. Our Terms and Conditions were created with the help of the Terms And Conditions Generator.

Parts of this website offer an opportunity for users to post and exchange opinions and information in certain areas of the website. Bridging The Gap does not filter, edit, publish or review Comments prior to their presence on the website. Comments do not reflect the views and opinions of Bridging The Gap, its agents and/or affiliates. Comments reflect the views and opinions of the person who post their views and opinions. To the extent permitted by applicable laws, Bridging The Gap shall not be liable for the Comments or for any liability, damages or expenses caused and/or suffered as a result of any use of and/or posting of and/or appearance of the Comments on this website.

Bridging The Gap reserves the right to monitor all Comments and to remove any Comments which can be considered inappropriate, offensive or causes breach of these Terms and Conditions.

You warrant and represent that:

You are entitled to post the Comments on our website and have all necessary licenses and consents to do so;

- The Comments do not invade any intellectual property right, including without limitation copyright, patent or trademark of any third party;
- The Comments do not contain any defamatory, libellous, offensive, indecent, or otherwise unlawful material which is an invasion of privacy.

- The Comments will not be used to solicit or promote business or custom or present commercial activities or unlawful activity.

You hereby grant Bridging The Gap a non-exclusive license to use, reproduce, edit and authorize others to use, reproduce and edit any of your Comments in any and all forms, formats or media.

HYPERLINKING TO OUR CONTENT

The following organizations may link to our Website without prior written approval:

- Government agencies;
- Search engines;
- News organizations;

System wide Accredited Businesses except soliciting non-profit organizations, charity shopping malls, and charity fundraising groups which may not hyperlink to our Web site.

These organizations may link to our home page, to publications or to other Website information so long as the link: (a) is not in any way deceptive; (b) does not falsely imply sponsorship, endorsement or approval of the linking party and its products and/or services; and (c) fits within the context of the linking party's site.

We may consider and approve other link requests from the following types of organizations:

- Commonly known consumer and/or business information sources;
- Dot.com community sites;
- Associations or other groups representing charities;
- Online directory distributors;
- Internet portals;
- Accounting, law and consulting firms; and
- Educational institutions and trade associations.
- We will approve link requests from these organizations if we decide that: (a) the link would not make us look unfavourably to ourselves or to our accredited businesses; (b) the organization does not have any negative records with us; (c) the benefit to us from the visibility of the hyperlink compensates the absence of Bridging The Gap; and (d) the link is in the context of general resource information.

These organizations may link to our home page so long as the link: (a) is not in any way deceptive; (b) does not falsely imply sponsorship, endorsement or approval of the linking party and its products or services; and (c) fits within the context of the linking party's site.

If you are one of the organizations listed in paragraph 2 above and are interested in linking to our website, you must inform us by sending an e-mail to Bridging The Gap. Please include your name, your organization name, contact information as well as the URL of your site, a list of any URLs from which you intend to link to our Website, and a list of the URLs on our site to which you would like to link. Wait 2-3 weeks for a response.

APPROVED ORGANIZATIONS MAY HYPERLINK TO OUR WEBSITE AS FOLLOWS:

- By use of our corporate name; or
- By use of any other description of our Website being linked to that makes sense within the context and format of content on the linking party's site.

- No use of Bridging The Gap's logo or other artwork will be allowed for linking absent a trademark license agreement.

I-FRAMES

Without prior approval and written permission, you may not create frames around our Webpages that alter in any way the visual presentation or appearance of our Website.

CONTENT LIABILITY

We shall not be hold responsible for any content that appears on your Website. You agree to protect and defend us against all claims that is rising on your Website. No link(s) should appear on any Website that may be interpreted as libelous, obscene or criminal, or which infringes, otherwise violates, or advocates the infringement or other violation of, any third-party rights.

RESERVATION OF RIGHTS

We reserve the right to request that you remove all links or any particular link to our Website. You approve to immediately remove all links to our Website upon request. We also reserve the right to amen these terms and conditions and it's linking policy at any time. By continuously linking to our Website, you agree to be bound to and follow these linking terms and conditions.

REMOVAL OF LINKS FROM OUR WEBSITE

If you find any link on our Website that is offensive for any reason, you are free to contact and inform us any moment. We will consider requests to remove links but we are not obligated to or so or to respond to you directly.

We do not ensure that the information on this website is correct, we do not warrant its completeness or accuracy; nor do we promise to ensure that the website remains available or that the material on the website is kept up to date.

DISCLAIMER

To the maximum extent permitted by applicable law, we exclude all representations, warranties and conditions relating to our website and the use of this website. Nothing in this disclaimer will:

- Limit or exclude our or your liability for death or personal injury;
- Limit or exclude our or your liability for fraud or fraudulent misrepresentation;
- Limit any of our or your liabilities in any way that is not permitted under applicable law; or
- Exclude any of our or your liabilities that may not be excluded under applicable law.
- The limitations and prohibitions of liability set in this Section and elsewhere in this disclaimer: (a) are subject to the preceding paragraph; and (b) govern all liabilities arising under the disclaimer, including liabilities arising in contract, in tort and for breach of statutory duty.

As long as the website and the information and services on the website are provided free of charge, we will not be liable for any loss or damage of any nature.

Confirm that you have read, understood and agree to these Term and Conditions by clicking in the box **(box to be provided)**